SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

ABHEDANANDA MAHAVIDYALAYA

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Abhedananda Mahavidyalaya, one of the premier institutions of Birbhum district of West Bengal was established in the year 1965 by the holy hands of Thakur Sri Satyananda Dev, the spiritual disciple of Swami Abhedananda on the occasion of the birth centenary of the later. Several eminent personalities and industrialists of the locality gave land to the Ramakrishna Ashram which donated the land for construction of the college. When the institution started its journey, it had a spiritual setup with the academics and administration managed by Sanyasins and Brahmacharins headed by the founder Principal Dr. K. D. Roy (Swami Krishnananda), an eminent Professor of Physics himself. Gradually, due to the efforts of the staff and benevolent funds from the UGC and State Govt. the college pupated into its present form opening the higher education avenue to hundreds of students, most of whom coming from economically and socially backward class of people and minorities. Presently, the college offers Honours and General degrees in eighteen different disciplines with a flexible combination of subjects in Science, Commerce and Humanities streams. The college puts special emphasis on the necessity of taking extra care for the education of the students belonging to the deprived and underprivileged families to make the higher education system equal and all-inclusive.

Abhedananda Mahavidyalaya is located at Sainthia in the district of Birbhum in West Bengal. Since its inception Abhedananda Mahavidyalaya is affiliated to the University of Burdwan. The College enjoys academic and administrative protection under 12(B) and 2(f) as it is recognized by both the UGC and the University of Burdwan.

Abhedananda Mahavidyalaya is well connected by both railways and roads.The campus is spread over about 8 acres of land with beautiful building complexes and well maintained garden. In the year 2012, a Study Centre for students (Distant Education Wing of Rabindra Bharati University) aspiring for their post-graduation in humanities was introduced.

We are compelled to paste data of 2013-14 to 2017-18 in the given boxes of the displayed pages of the portal where needed due to the issue raised in the NAAC portal (support/help desk) on 13/06/2019.

Vision

True to the spirit and energy bestowed upon this institution by Thakur Sri Satyananda Dev, Abhedananda Mahavidyalaya endeavours to carry forward his message of inclusiveness, harmony, peace, sustainable growth and freedom.

Our Vision is to impart value based quality education to all sections of the society irrespective of their caste, creed, religion or gender. Primary aim is to inspire in them a spirit of inquiry, an aspiration for harmonious and sustainable life, scientific bent of mind, and a capacity to think free and wide.

Mission

The Mission statements of the college are as follows:

- To inculcate awareness on human rights, value system, culture, heritage, scientific temper and environment.
- To empower students with latest development in the realms of knowledge which in turn would prepare them for national and international challenges.
- To inspire and increase competence and creativity.
- To create an atmosphere conducive for full utilization of human and natural resources.
- To emphasize on an inclusive and sustainable development model.
- To encourage participation of all the stakeholders in the development of the College and the community around.

Objective: All our intellectual and administrative efforts are focussed and directed at realizing the goal set out by our Vision and Mission.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Dedicated teaching faculties who guide the students on the path of their success.

2. About 90% of the of the teaching posts are filled up.

3. College has its own building built on free-hold land owned by it.

4. College offers teaching in most of the subjects of Science, Humanities and Commerce streams at the Honours level.

5. High average demand ratio of the number of applications against the number of seats available in the college.

6. Sainthia has fairly good connectivity of roads with all important areas of Birbhum and Murshidabad; it is also an important junction station on the Howrah-Sahibganj loop line.

7. College has been a recipient of funds from various sources such as UGC, State Government, MPLAD etc.

8. Engagement of teaching faculties in active research work and enthusiasm in presentation of their research work at seminars, workshops, conferences etc.

9. Students of the college have won several awards at district level and state level sports meet, Youth Parliament Competition and NCC and NSS activities even at the national level.

10. Automation of the library is underway

11. The College has its own Playground, Daycare Centre and Boys' Hostel.

12. Effective and sustained administrative responsibilities pertaining to Financial and Academics.

13. Effective implementation of welfare schemes for students such as Kanyasree Prakalpa for girl students, Government Scholarships for students belonging to SC/ST/OBC/Minority categories, etc.

14. Timely settlement of terminal benefits of teachers and staff.

15 .Efficient and effective IQAC.

Institutional Weakness

1. All round development of the college depends on the availability of a permanent Principal.

2. About 10% of teaching posts and a large number of non-teachings posts are lying vacant.

3. Absence of any provision for appointment of technical staff for the lab-based departments.

4. Financial health of the institution is not commendable– the major source of income being tuition fees. It is collected from the students, half of which has to be given to the Government at the end of each year.

5. Acute shortage of classrooms and other infrastructural facilities.

6. There is no provision for appointment of IT professional for looking after day to day maintenance of IT Infrastructure.

7. Research activities and number of seminars/workshops are less than expected

8. Administration has not yet been fully computerized.

9. Hostel which can accommodate around 100 boys presently houses only about 38 boarders presently

10. Some of the academic departments are suffering dearth of students for reasons yet to be ascertained.

11. Absence of professional/carrier oriented courses.

Institutional Opportunity

1. The very high demand for most of the subjects enabling the college to select meritorious students in successive years.

2. Laboratories of the science departments may be upgraded with the most sophisticated equipment as per requirement of syllabus of CBCS introduced in the college.

3. Library and administration may be fully computerized using modern software

4. Proposals for construction/renovation as well as maintenance of infrastructural facilities of the college may be prepared for securing funds from the UGC, State Govt. and MPLAD Fund Scheme.

5. Language laboratory may be established to nurture and facilitate effective language learning.

Institutional Challenge

1. Accommodating a large number of students against the limited infrastructure available in the college.

2. Sustenance of Administrative services due to shortage of non-teaching staff.

3. New appointments of non-teaching staff against retirement are a very long drawn process sometimes claiming even several years.

4. Introduction of new course(s) in the face of long drawn procedure for sanction of teaching posts and appointment of teachers.

5. Sustenance of a few academic departments due to the absence of sufficient number of students.

6. Arranging Campus Placements and other employment opportunities for the students.

7. Regular repair and maintenance of the infrastructural facilities and the building is a constant challenge as the college is fully dependent on the intermittent financial aids from the government.

8. The student- computer ratio is inadequate due to insufficient funds and infrastructural facilities.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Affiliated to the University of Burdwan, Abhedananda Mahavidyalaya has to closely follow the parent body in matters related to curricular aspects. It does not have the freedom to design curricula on its own. However the institution has an active and well organised mechanism to address, plan and execute the curricular aspects to its fullest possible extent. The goal is to implement these in a transparent and effective manner. The institution regularly upgrades its methodology of teaching and infrastructure to meet the challenges of rapidly changing time.

Cross-cutting issues of gender, environment and human values are taken up simultaneously through direct classes and special lectures. The Institution is fully committed to these principles of high significance and value. It aspires to pass on these values to its students and make them better prepared as responsible citizen. Apart from regular curricular implementations, these aspects are further carried forward through co-curricular outreach programmes.

The college addresses the need of various academic aspirations of the students by introducing new courses.

Eminent intellectuals of diverse fields visit the campus from time to time. Their special lectures inspire both the students and the teachers. It also enhances the overall teaching-learning experience of the campus.

The institution is fully committed in obtaining the feedback of different stakeholders to continuously take their problems, suggestions, advice into consideration and improve upon the aspects in question. Feedback

mechanism of the institution is designed, taken and analyzed with the sole objective to make teaching-learning process more effective and transparent. The feedback has been duly uploaded in the college website for wider dissemination and action.

Teaching-learning and Evaluation

The 'student-centric modes' of teaching and learning coupled with a transparent evaluation methodology constitute the central activity of the college which is attested by steady academic result at per with other good colleges of the University. The spirited interaction between the teachers and learners creates conducive academic atmosphere. Innovative teaching with the use of ICT facility, and Smart Class rooms have been adopted to give space to learners for self-exploration.Students are also encouraged to gather knowledge outside the classroom through excursions, field report, and survey. For better implementation of CBCS a system of continuous evaluation has been framed and introduced from Academic Year 2017-18, in order to make CIE more objective, intensive and transparent. The whole process of teaching-learning takes place as per the academic calender prepared and displayed on the college website well ahead of the commencement of the semester. The college has started personal counselling mechanism to compliment and augment the teaching learning process by establishing an active relation between the teacher and the students. Fifteen new appointments of teachers have been made through WBCSC against permanent vacant posts during the assessment period along with one librarian. There are fourteen Ph.D. degree holders among the faculties. After the implementation of CBCS course, the college has reformed its evaluative system by introducing assignments/ internal examination. It is aimed at a continuous evaluative process that looks to improve the quality of the learners all the time. In order to address any examination related problem arrangements are made to show evaluated answerscripts to the examinees and proper guidance are given to them for future correction and improvement.

Research, Innovations and Extension

The faculty members of this institution believe in learning to be a never ending and dynamic exercise that requires constant study and active research. The same is achieved in multiple ways. One of the most practiced ways is through reading, conducting surveys, making critical studies and sharing the outcome with the larger community for their erudition and enrichment by presenting them in seminars and conferences or having them published round the year in Journals and Books at the local or regional level as well as in platforms of national and international repute.

The Institution offering undergraduate degree has not been able to yet take up scholars for undergoing research work. Nonetheless it understands and values the need for innovative thinking and research. Motivated by this spirit the college has been able to carry out as many as 9 minor-research projects in the last five years in various disciplines of Science, Humanities and Commerce, with funding from the University Grants Commission and other Government bodies. At the same time the college organizes seminars, conferences and special talks to bring able minds across disciplines in a common space for intellectual enrichment.

Apart from dynamic research work the institution considers it its responsibility to connect with and contribute to the community. This it seeks to do by carrying out extension activities from time to time with help of its NCC Unit and two NSS Units. Some of the programmes which have been extensively carried out with the

philanthropic ideal of community service are at heart are Blood Donation Camps, Pulse Polio Camps, Safe Drive-Save Life Campaign, Anti-Drugs campaign etc.

Abhedananda Mahavidyalaya as an educational institution ceaselessly strives for innovative thinking and progressive research. Simultaneously understanding that true progress cannot happen exclusive of the community, the college creates avenues for extension activities for achieving inclusive growth and progress.

Infrastructure and Learning Resources

The college has been engaged in building up adequate infrastructural facilities for imparting effective teaching-learning experience since its inception. Following are the infrastructural and learning resources development work undertaken by the college in true earnest:

- Construction of one ICT enabled Seminar room.
- Library automation: started using Koha-open source software since February 2019.
- NLIST, a service under e-Shodhsindhu Consortium provided by UGC INFLIBNET is also used for remote accession of e-resources.
- One Smart Class room.
- One computer lab with adequate number of computers and internet connectivity.
- One small research Laboratory: A sophisticated functional NANOPHYSICS lab funded by DST INSPIRE, Govt. of India has been built in the college campus to perform fundamental research work on soft nanomaterials.
- Initiative has been taken for providing Wi-Fi facility in the Teaching-staff Room of the college as well as free Wi-Fi access to all students of the institution in near future.
- Installation of one gymnasium facility in the ground floor of the college.
- One Kho-kho court (size 27 x 16 square meters) within the premises of the College.
- One green generator.
- Office Automation has been initiated from this academic year (2018-19).
- Adequate budgetary allocation for infrastructural development.

Student Support and Progression

Abhedananda Mahavidyalaya prioritises the satisfaction of its students and takes adequate measures to support its learners who are in financial stress. The institute does not want any student to discontinue their studies due to financial stringency. The college has brought huge number of students under the coverage of various types of scholarships and stipends – Kanyashree, SVMCM, SC/ST/OBC, Minority, Jindal etc. For this, the number of applicants for free studentship has gone down over the years and it has become possible for the institution to grant half free studentship to all the needy students year after year. The college is the proud recipient of district first prize for the target achievement in Kanyashree project for two years (a special stipend scheme of the Government of West Bengal for female students of poor families). The student support and progression initiatives undertaken by the college are as follows:

1. A number of capability enhancement schemes: guidance for competitive examinations, career counselling, personal counselling, remedial classes.
2. Active grievance redressal mechanism.
3. Student progression adequately reflected through UG to PG mobility and sporadic success in

NET/SET/GATE.
4. Remarkable recognition of students at various national platform.
5. A vital dynamic and functional alumni.

Governance, Leadership and Management

The college authority continuously seeks to motivate all its stakeholders to work in unison towards translating ideals, stated in the vision and mission of the college, into reality. A fully developed strategic plan has been drawn to meet the challenges of changing time. In this regard the institution promotes and practices an interactive and participative management to increase work efficiency. As a part of this participative nature of management different committees have been formed to assess, plan and execute strategies. This system also ensures that the work load of the college gets evenly distributed amongst everyone. It is also reflective of the decentralized model of governance that has been given utmost importance by the college administration.

Realizing the present need for e-Governance the college is gradually shifting its focus towards automation in every possible administrative sphere.

The institution periodically conducts internal and external audit to ensure complete transparency and effective management of finances. The committees responsible for financial management work actively to ensure the proper utilization of resources and also look for possible mobilization of funds.

An active and efficient IQAC has been functioning since 06.12. 2013 with an objective to maintain and assure the quality of all sphers of activities of the institute. IQAC carries out its responsibilities in matters related to both administration and academics of the college. It plays an important role in promoting research activities in the campus, organising seminars at regular intervals, gradual upgradation of teaching learning processes through efforts such as the introduction of a modern up-to-date ICT facility, encouraging modularization of syllabus and so on.

Institutional Values and Best Practices

Abhedananda Mahavidyalaya, as an institution, has a long history for upholding value-based education and nurturing best practices. The institution is committed to follow the sustainable mode of development and inculcate a sense of inclusive life in its students. All our minor and major endeavours throw ample light on these aspects of the institution.

The college aspires to play a key role in promoting gender sensitivity amongst its students through various gender equity promotion programmes. Special attention has also been given to promote the ideas of national integration and communal harmony. Observance of national festivals and birth anniversaries of great personalities form a key part in the teaching-learning experience of the college. The college authority is quite sensitive towards the differently abled persons and has special *Divyangjan* facilities to address their problems. LED lamps and lights have been introduced on a large scale to save energy. It has also reduced the electricity bill significantly, thereby saving the college expenses as well. Rain water harvesting has been taken up in all earnestness. One feature that catches the attention of a visitor of Abhedananda Mahavidyalaya is its greenery. We are committed to protect our green landscape. The institution has also adopted a green policy to further enhance this aspect. Most of the students and some of the teachers use ecofriendly means for commuting, like bicycle and e-rickshaws. To encourage the bicycle users the college has a bicycle shed for them.

The institution maintains a high level of transparency in matters related to its academics, administration, finances and any other auxiliary functions.

Abhedananda Mahavidyalaya is engaged in interdisciplinary activities to promote its ideal of an inclusive life for all its stakeholders. The college's performances in areas such as Youth Parliament Competitions, District Sports and Athletics Meets, Kannyashree Prakalpa and so on, speak highly of our gradual and consistent progress towards the goal that we have envisaged at the beginning of the college's journey towards a sublime future.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ABHEDANANDA MAHAVIDYALAYA
Address	College Road , Sainthia, Birbhum
City	Sainthia
State	West Bengal
Pin	731234
Website	www.abhedanandamahavidyalaya.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Shiben Kumar Sarkar	03462-263449	8617029750	-	abhedanandamahavidyalaya@gmail.com
IQAC / CIQA coordinator	Debaki Ranjan Pramanik	-	9434558528	-	debpramanik@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-07-1965

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
West Bengal	University of Burdwan	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	08-01-2003	View Document
12B of UGC	08-01-2003	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	College Road , Sainthia, Birbhum	Semi-urban	8	5180.55

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali	36	HS	English,Bengali	87	87
UG	BA,History	36	HS	English,Bengali	87	31
UG	BA,Economics	36	HS	English,Bengali	37	0
UG	BA,Philosophy	36	HS	English,Bengali	73	5
UG	BA,Political Science	36	HS	English,Bengali	42	12
UG	BA,Sanskrit	36	HS	English,Bengali	87	48
UG	BA,Geography	36	HS	English,Bengali	23	23
UG	BA,Hindi	36	HS	English,Hindi,Bengali	25	4
UG	BA,Physical Education	36	HS	English,Bengali	120	51
UG	BSc,Chemistry	36	HS	English,Bengali	27	19
UG	BSc,Physics	36	HS	English,Bengali	33	21
UG	BSc,Mathematics	36	HS	English,Bengali	63	57

UG	BSc,Zoology	36	HS	English,Bengali	33	29
UG	BSc,Botany	36	HS	English,Bengali	17	15
UG	BSc,Electronics	36	HS	English,Bengali	15	0
UG	BCom,Accountancy Commerce	36	HS	English,Bengali	67	1
UG	BA,English	36	HS	English	87	61

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				12				26
Recruited	0	0	0	0	11	1	0	12	17	4	0	21
Yet to Recruit				0				0				5
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				3
Recruited	0	0	0	0	0	0	0	0	1	2	0	3
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				25
Recruited	7	1	0	8
Yet to Recruit				17
Sanctioned by the Management/Society or Other Authorized Bodies				25
Recruited	22	3	0	25
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				1
Recruited	1	0	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	8	1	0	8	0	0	17
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	3	0	0	8	4	0	15

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	0	0	3

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	2	0	2
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	8	7	0	15

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	1	2	0	3

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1615	0	0	0	1615
	Female	1594	1	0	0	1595
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	419	722	514	480
	Female	218	209	162	152
	Others	0	0	0	0
ST	Male	33	60	56	49
	Female	31	35	16	10
	Others	0	0	0	0
OBC	Male	272	438	360	298
	Female	248	276	188	158
	Others	0	0	0	0
General	Male	1220	824	1155	1287
	Female	1025	887	891	923
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		3466	3451	3342	3357

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 18

File Description	Document
Institutional Data in Prescribed Format	[View Document]

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	6	6	6	6

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3209	3210	3466	3451	3342

File Description	Document
Institutional Data in Prescribed Format	[View Document]

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3087	996	1221	1740	1296

File Description	Document
Institutional Data in Prescribed Format	[View Document]

Number of outgoing / final year students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
585	368	500	626	626

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
31	32	33	24	24

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
38	38	38	38	38

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 40

Number of computers

Response: 30

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
12.48	12.49	24.16	24.8	15.81

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Abhedananda Mahavidyalaya follows a comprehensive and effective mechanism to oversee proper use of all the available resources in executing the curriculum. The whole process of delivery of curriculum is well-planned and documented in a proper way to meet the standards of modern teaching-learning experience. The institution has been practicing following measures to reach the desired level of competence in this sphere:

1. Preparation of Academic Calendar & Holiday List

2. Publication of Prospectus

3. Preparation of Routine

4. Maintaining Attendance Register & Teachers' Diary

5. Preparation of modules

6. Syllabus Completion Monitoring

• **Academic Calendar:** Academic Calendar effectively disseminates to all the stake holders information regarding the number of working days and teaching days, the holiday list, the tentative dates of college examinations (for semesters and old 1+1+1 part students) and also probable dates of University examinations.

• **Prospectus:** Prospectus serves dual purposes. First, it helps the aspiring students who are desirous to have new admission to various courses offered by the college regarding all the required information. Second, after the admission students get to know about the distribution of marks, credit system, rules of the semester specific courses, evaluation process, and weightage of both Honours and General courses.

• **Routine:** Routine gets prepared and finalized before the commencement of every session/ semester. It is then handed over to the departments for the posting of the teaching personnel, according to their availability and specialization. The routine specifically points out the allotment of classes (tutorial, practical and theoretical) for each department.

• **Attendance Register and Teacher's Service Diary:** Attendance register has been prepared in accordance with the need for documenting information regarding the number of classes allotted to the teacher for the day, the number of classes taken, etc. In addition to this, each teacher of the institution has been encouraged to maintain a Teacher's Service Diary to record every information in minute detail.

Individual teachers keep these Service Diaries with themselves.

• **Preparation of Modules:** Each department has been entrusted with the task of preparing modules of the classes in accordance with the new CBCS guidelines. This has made the delivery of curriculum more effective and smooth.

• **Syllabus Completion Monitoring:** The institution closely coordinates with heads of different departments to monitor the completion of syllabus. Each department submits stage-wise syllabus completion reports to the college authority. In order to make the system more objective and fair, the institution has also established a mechanism to gather student feedback on this important aspect of teaching-learning process.

• Some other measures taken to see effective delivery of curriculum:

  • Appointment of Guest Teachers to meet the demands of classes.
  • Conducting classes even after the Test Examinations.
  • Special lectures by experts are arranged to offer better understanding of the subjects.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Details of the certificate/Diploma programs	[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 17.36

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

File Description	Document
Details of participation of teachers in various bodies	[View Document]
Any additional information	[View Document]

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 5.56

1.2.1.1 How many new courses are introduced within the last five years

Response: 01

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	[View Document]
Details of the new courses introduced	[View Document]

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 6

File Description	Document
Name of the programs in which CBCS is implemented	[View Document]
Minutes of relevant Academic Council/BOS meetings.	[View Document]
Any additional information	[View Document]

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The college aspires to produce complete human beings who are conscious of their social as well as personal responsibilities. Here in this institution students are not only made to focus on acquiring good subject knowledge but are also encouraged to engage their minds and person in cultivating novel ideas. This has been made possible by expanding the mental horizon of the students through various awareness initiatives on different cross-cutting issues, such as Gender, Environment and Sustainability, Human Values and so on.

One approach towards ensuring the same is through the syllabus that the students already have to study as part of their curriculum. The college, affiliated to the University of Burdwan, cannot draft the syllabus on its own. It can only implement the pattern and curriculum of CBCS (and the 1+1+1 pattern before), without the autonomy to make changes. However, these prescribed syllabi of all the subjects taught in the college are studied in detail by the teachers to locate the topics/areas which can help in sensitizing students on core issues that go into the making of better and responsible citizens. These topics are identified right at the beginning of a session, are allocated more time and emphasis in the class, and these classes are treated as special lectures arranged in a way that can be attended by all students of the college.

Apart from the above the institution conducts regular seminars, sensitization programmes and special lectures on these issues through the various bodies particularly assigned for the same. The Gender Cell of this college has been very active since its inception in promoting awareness amongst students regarding the issue of Empowering Women and Gender Equality. Climate change and Environmental Disaster are matters of grave concern in the world today; therefore it gets special attention from the institution to inculcate in our students a better understanding of some of the biggest future challenges of both local and

global magnitude. With this goal in mind, departments of Geography, Zoology and Botany organize and conduct awareness programmes on environment and sustainability at various times in an academic session.

Abhedananda Mahavidyalaya was established with lofty inclusive ideals of human values and ethics, propagated by the founder of this institution – Thakur Srimat Satyananda Dev. As a result of this, the institution considers it its intrinsic responsibility to impart value based education, inculcate human values alongwith developing a scientific temper and creating awareness regarding sustainable development. The NSS and NCC departments also play an important role in carrying out this responsibility towards preparing the students of this institution for the greater good of humanity.

File Description	Document
Link for Additional Information	[View Document](#)

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 00

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)

1.3.3 Percentage of students undertaking field projects / internships

Response: 12.78

1.3.3.1 Number of students undertaking field projects or internships

Response: 410

File Description	Document
List of students enrolled	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

26-10-2019 11:30:57

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.02

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	0	0

File Description	Document
List of students (other states and countries)	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 48.44

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3209	3466	3451	3342	3357

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7744	7345	6917	6489	6435

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years

Response: 86.45

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
995	996	1221	1740	1296

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Upgradation of learning level:

Students from different Boards/Council are usually coming with different levels of competence. After the implementation of CBCS system, depending upon the class response, tutorial classes are separately allotted in the institutional class routine to meet up the gap of the students with different levels of aptitude and ability.

The objective of the tutorial classes is to bridge the gap prior to teaching the topics/texts assigned to them. Departments begin the tutorial classes usually between the first two weeks of commencement of main classes. These tutorial classes help those weak students a lot to boost their cognitive level and provide them suggestions for improvement of performance. It helps to minimize the knowledge gap of slow learners between higher secondary (10+2) and U.G. level and stimulates learner-interest in the domain knowledge. It also grows interest to attend class with greater involvement.

Encoring the advanced learners:

The College ensures that the advanced learners get some scope to increase their potentiality by advising them to read some subject specific advanced books and Open Access Journals.

Orientation on the use of Library:

Library plays a very important role in promoting the progress of knowledge. Actually, a library is a knowledge centre of an Institute. Unfortunately, most students do not know the proper use of it. For the upgradation of the basic knowledge of the learners, college has organized three Orientation Programmes on

06.02.17 to 11.02.17 (for the session 2016-17) , 11.09.17 to 16.09.17 (for the session 2017-18) and 24.09.18 to 29.09.18 (for the session 2018-19) with the help of librarian.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.2.2 Student - Full time teacher ratio

Response: 100.31

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document

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

Response:

Right from the time a student enters the college he/she is guided, inspired, motivated and corrected, thereby channelizing his/her energy in the best possible manner. The stereo-typed Chalk and Talk method of imparting knowledge has been converted to Seminars, Field survey, Assignments, Projects etc. Remedial classes, Career counseling (w.e.f. 2017-18 session), tutorials are meant to groom and prepare them for the global job market. Every year, our college publish annual magazine named "Abhedananda Mahavidyalaya Patrika". Continuous involvement in the research work with teaching, it help both teachers and students regarding the recent development in the various fields of the subjects. Apart from these, experimental, participative methodologies are also adopted to convert teaching into learning.

Our Science departments demonstrate in the practical classes assigned in the syllabus. Geography, Botany and Zoology departments arrange educational tour/Field survey with their students every year. The department of Political Science helps the students in participating in Youth Parliament. Teachers also help the students in participating in Quiz competition and Extempore.

We have started Smart Class Room facilities from 2016-17 session.Since then some teachers use the audio-

visual aids like use of smart classroom and projectors in teaching. It is more student-centric, because it ensures active participation of students in the learning process and also minimizes the gap in communication. ICT facilities in the smart class offer a complete visualization of teaching topics which may not be easy to make the students understand just by board work.

These 'Student-Centric modes' of teaching has been adopted by individual teachers for curriculum transaction. This student-Centric modes of teaching have transformed the role of students from passive listeners to eager explorers and on the other hand it have transformed the role of teachers from instructor to facilitators. Thus, student-Centric Modes of teaching have a positive impact on the students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 83.87

2.3.2.1 Number of teachers using ICT

Response: 26

File Description	Document
List of teachers (using ICT for teaching)	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 214

2.3.3.1 Number of mentors

Response: 15

2.3.4 Innovation and creativity in teaching-learning

Response:

The College provides open access to educational and life-long learning opportunities by inculcating healthy habits like, discipline, leadership, etc. thereby contributing to the social, cultural, and economic development of our region. Class rooms act as laboratories in the truest sense of the word, where students are seen as equal participants. The give and take policy by such an atmosphere helps in developing the

critical and creative thinking skills of both the students and the teachers.

Field-work, excursion and engagement in laboratories gives the students a hands-on experience of science. Use of internet is encouraged to acquaint oneself with the connectedness of the globalized present. Creativity in learners is also nourished in the following ways:

1. Publication of College Magazine
2. Inter-college Youth parliament
3. Inter college Quiz and extempore competition, 2017-18
4. Model presentation in the Science fair in the session 2016-17
5. Health awareness program.

File Description	Document
Any additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 70

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)
List of the faculty members authenticated by the Head of HEI	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 48.43

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
13	14	11	11	14

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document](#)

2.4.3 Teaching experience per full time teacher in number of years

Response: 11.19

2.4.3.1 Total experience of full-time teachers

Response: 358

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 3.47

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	1

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

Continuous Internal Evaluation has been adopted by the college with a view to making CIE objective, intensive and transparent. The college has introduced the following reforms-   Before the introduction of CBCS system there was 1+1+1 pattern. In this system a student has to appear in the test examination before appearing in the final examination. On the basis of the test examination students were allowed   to sit for the final examination

After the introduction of the CBCS system, the college has brought about a significant evaluation reform. This has been done by introducing two internal examinations C1 and C2 in each semester. If any student misses the test/internal examination which is held before the university examination due to some serious illness or accident, a supplementary test/internal examination is organized by the college authority/departmentally to avail the student to show his or her eligibility to sit for the university examination.

File Description	Document
Link for Additional Information	[View Document](#)

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The following valuable steps have been adopted to ensure diligence and transparency in the internal assessment:

1.   Strict adherence to the university prescribed rule regarding holding of internal assessment for C1(component-1) and C2(component-2) at the end of 8th and 16th weeks respectively from the commencement of the session.

2.   Making the internal assessment compulsory for all 6-credit courses.

3.   Short answer type/MCQ question are preferred in internal assessment to eliminate subjectivity of evaluation.

4.   Evaluated scripts are shown to students to get them acquainted with their lacuna. A healthy discussion between the examiners and the examinees is held to point out the mistakes made by the students and also to see that the evaluation is unbiased and transparent. In case of any disagreement, the students are given a fair scope to clarify their doubts.

5.   In case of university practical examination subject experts from other colleges are appointed for sake of transparency.

6.   The question paper for class-test has a variety in respect of the degree of intelligence so that learners of all categories find scope for their performance. At many times students are assigned with home-

assignments that is needed to be submitted within a deadline.

7. The expertise in the preparation of note books in all practical based subjects is also checked to analyze the reproductive skills of the students.

8. Learners are assessed on the basis of their performance skill through the ability to handle and use scientific tools.

File Description	Document
Link for Additional Information	View Document

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

The evaluation system that is to deal with the examination can be categorized both as internal and external. The former is conducted by the college and the latter by the affiliating university. In case if grievances related to the examination arise, they are efficiently managed in two different ways. In case of the internal examination that is held in the college (like test , C1 and C2 Examination) a special date is fixed for the students to consult their respective teachers to clear out their queries regarding their evaluated answer scripts. They are provided with fair opportunities to settle their doubts, if any through a healthy interaction with the evaluator concerned. Furthermore to make the process transparent notification of the date is posted on the college notice board. The whole procedure of checking of evaluated answer scripts is limited to a time period of two weeks and then the next level of filling up of the form for the university examination takes place. The college takes every effort to clear the grievances of the students regarding their evaluated answer scripts.

As per the external examination the students need to appear at a venue other than their respective colleges. The scripts bear code marks to maintain confidentiality of evaluation and are evaluated within a given framework of time. After the publication of the result, the students are given an opportunity to apply for a review of their answer scripts if they are not satisfied with the marks obtained. There is a wide publicity of the deadline for review and the college processes the applications, offline or online as asked by the university within the date fixed by Controller of Examinations. The college has always been keen and successful in processing the review application of the students of this college. In case if any student fails to report for review within the deadline for any genuine problem, the college approaches the university for accepting his/her application on humanitarian ground. There is also a provision made by the university in case a student is not satisfied even with the second evaluation, he/she can apply for the photocopy of his/her scripts by applying under the R.T.I. Act.

File Description	Document
Link for Additional Information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Academic activities held in the institution are shown in the academic calendar. The probable date of the eligibility test faced by the students for appearing in the university examination is clearly indicated in the academic calendar. The dates of the class tests for part- System(1+1+1 pattern) varies, as it completely depends upon the progress of the syllabus of every subject. These tests are taken departmentally at regular intervals. In the CBCS pattern, the weightage to the extent of 20% of full marks (= 15 for a 6- credit course) has been put on internal assessment. Two tests are assigned for this purpose. The date of the first internal assessment is usually fixed at the end of the eighth week of a Semester and that of the second internal assessment at the end of the sixteenth week of a Semester. All such details of the specific weightage are mentioned in the prospectus(in brief). In the current session, classes of SEM,-I started in the third week of July. As per stipulation in the university regulation and as mentioned in the college academic calendar, class tests were held following the schedule given below:

C1

Program	Date	Course	
B.A/B.Sc./B.Com (Hons)	15.09.17	CC1 and CC 2	
B.A/B.Sc./B.Com (Hons)	16.09.17	CC1 and CC 2	
B.A/B.Sc./B.Com (Hons)	18.09.17	CC1 and CC 2	
B.A/B.Sc. /B.Com (Gen.)	20.09.17	CC-1	
B.A/B.Sc./B.Com. (Gen.)	23.09.17	CC-2	
B.A/B.Sc./B.Com. (Gen.)	23.09.17	B.Sc. CC-3/B.A-L 1/1	

C2

Program	Date	Course	
B.A/B.Sc./B.Com (Hons)	16.11.17	CC1 and CC 2	
B.A/B.Sc./B.Com (Hons)	17.11.17	GE	
B.A/B.Sc./B.Com (Gen.)	13.11.17 to 20/11/17	CC-1	
B.A/B.Sc. (Gen.)	13.11.17 to 20/11/17	CC-2	
B.A/B.Sc. (Gen.)	13.11.17 to 20/11/17	B.Sc. CC-3/B.A-L 1/1	

There are various modes of assessment; assignment for project or seminar presentation where there is no arrangement of class test. Such decisions are made departmentally/ centrally and informed to the students through internal notification. In case of the project work, a deadline is mentioned through the notification for the submission. Such relevant informations are also notified in the college notice board. Part-III Test Examination for the current academic session was also held as per schedule. As per schedule SEM-II classes have been started in January, within four days of after the end of university examination.

During the Parliament or Assembly Election deviation from the schedule mentioned in the academic calendar is unstoppable but immediately after the election formality being over the college completes the evaluation process and other academic activities of the institution.

File Description	Document
Link for Additional Information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

Since the introduction of CBCS in the college attempts are taken to measure PO (skills and attitudes of the students at the end of the specific programme), PSO (the statement that describe what the graduates of a specific programme should be able to do), CO (the resultant knowledge skills of the students at the end of a course) but technique of outcome analysis is not yet settled as our college is a general undergraduate college where faculties are not familiar with these measuring mechanism.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Continuous assessment provides feedback on the efficacy of the teaching-learning process and learning outcomes of each course. This is in the form of assignment/internal examination which are a part of the CIE.

Every year toppers of the department of Bengali, Commerce, English, Mathematics and Physics are awarded 'Subhasis Memorial Medal' , 'Gopinath kayari Memorial Medal', 'Chandranath Chakraborty Memorial Medal', 'Taranidhar Ghosh Memorial Medal' and 'Bindubasini Ghosh Memorial Medal' respectively.

File Description	Document
Any additional information	View Document

2.6.3 Average pass percentage of Students

Response: 47.83

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 176

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 368

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.09

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 41.89

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
32.81	0	3.35	0.31	5.42

File Description	Document
List of project and grant details	[View Document]
e-copies of the grant award letters for research projects sponsored by non-government	[View Document]
Any additional information	[View Document]

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.26

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 10

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 39

File Description	Document
Supporting document from Funding Agency	[View Document]
Any additional information	[View Document]
Funding agency website URL	[View Document]

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Encouraging fertile minds towards receiving and producing new ideas has been one of the key concerns of the institution. This institution offering only undergraduate courses has not yet been able to formally supervise student scholars in research work (as would be in the case of a post graduate institution). Hence, it does not have a cell particularly and exclusively devoted to research work and/or a research incubation unit. However, the college persistently seeks to shape the workplace in a way to make it a research conducive. It has sought to initiate, encourage and perpetuate a research ecosystem in the following ways,

- In spite of the considerable work load and tight class schedule, the institution provides occasional relief to its teachers to nurture innovative ideas and in bringing them to fruition.
- Teachers, apart from addressing the immediate academic concerns of the students, seek to form the young receptive minds towards perceiving critically, reasoning, and thinking innovatively. They are enthused towards understanding the need of expanding the horizons of one's knowledge and engaging oneself in higher studies. Among the students we have atleast 15 students who have been awarded Ph. D. degree later on.
- Record of research carried out by teachers is kept as valuable resource for the reference of interested students.
- The institution encourages its teachers in attending seminars, conferences and symposiums and by way of showing support grants them permissible leaves from duty for the same.
- Encouragement by way of providing infrastructural aid to faculty members in bringing and conducting major and minor research projects.
- It hosts seminars, conferences and special talks to bring able minds across disciplines in a common space for intellectual exchange and enlightenment.
- The staff room space is treated by the teachers as a space that brings together minds from diverse disciplines. This facilitates the generation of novel and fecund ideas and increases the possibility of collaborative ventures.
- Teachers have been made members of **N-List Inflibnet** (National Library and Information Services Infrastructure for scholarly content), a laudable venture initiated by MHRD, supported and funded by UGC. Membership of this program provides teachers on-the-go access to a variety of e-resources and helps adding to their scholarship.

File Description	Document
Any additional information	[View Document](#)

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document
Any additional information	View Document

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.22

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7	5	7	6	6

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.14

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	0	2

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)
Any additional information	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Our institution, Abhedananda Mahavidyalaya, along with fulfilling its day to day academic activities inside the campus, believes one of its prime duties to be able to initiate out-reach/ extension programmes by way of addressing social issues and transmitting higher cultural and humanitarian values to it surrounding community.

The ways it has sought to do the same is through its two units of NSS and one unit of NCC.

Extension and outreach programs conducted through NCC

- Understanding the crucial need of a well stocked Blood Bank it has organized **Blood Donation Camps** every year from 2013 till present
- Knowing the importance of a healthy growing generation for the sound future of the community it has organized **Pulse Polio Camps** every year (2013 till present year)
- To make people conscious of the abuses of drugs and its detriments to the forming of a productive community it has held **Anti- Drugs Seminars** at different times in the last five years.

- To instill a sense of safe and responsible driving and better knowledge of traffic rules, the NCC unit of the college has held rallies in the neighbourhood under the **Safe Drive, Save Life Campaign**
- A special one-day workshop had been organized in the year 2015 on **Firearms and Other Instruments of War** open for the general public of the community
- Sainthia being a place that has adjacent hamlets and villages with sporadic spotting of snakes, a **Special Exhibition on Snakes** was organized in the year 2015 for the general interest and information of the local community

Extension and outreach programs conducted through NSS

- The NSS unit of the institution has adopted the two villages Bhabgathi and Alokpur (from 2013 till present year) as a part of the out-reach program motivated by philanthropic ideals
- To be able to better understand the needs of the community of which the institution is a part, its NSS unit conducts a **survey of Ward No. 06 and 07 of Sainthia Municipality**
- HIV/AIDS is seen in most spaces as a taboo subject, which on the contrary is an issue that should find platforms for open and clear discussions, with this idea the NSS unit conducts Red Ribbon programmes every year
- Rallies are organized every year within the locality to celebrate **Republic Day** and **Independence Day** and to imbue the idea of one's duty towards the community as its independent citizen
- The birth anniversary of Swami Vivekananda is celebrated every year with the participation of the local community to be continually inspired by his noble ideas and to understand the importance of holistic development in the life of every individual

Established in the name of Swami Abhedananda, the disciple of Ramkrishna Paramahansa, this institution sees itself as a consolidated part of the community and its role in it as integral.

File Description	Document
Link for Additional Information	[View Document](#)

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 4

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	2	1	1	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.4.3 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 last five years

Response: 29

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	5	9	6	5

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 3.74

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
154	74	268	68	64

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 26

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	5	5	5	5

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document
Copies of collaboration	View Document
Any additional information	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The institution has been engaged in building up adequate infrastructural facilities for imparting effective teaching-learning experience since its inception. A better idea of this can be drawn from the table below:

Serial No.	Items	Unit
1.	Class Rooms	23
2.	Laboratory	15
3.	ICT enabled Seminar Room	1
4.	Smart Classroom	1
5.	Computer Laboratory	1
6.	Library Hall	1
7.	Reading Room	1
8.	Staff Room	1
9.	Departmental Staff Room	7
10.	Boys' Common Room	1
11.	Girls' Common Room	1
12.	Gymnasium	1
13.	Parking Place	1
14.	Staff Quarters	1
15.	Hostel	1
16.	Generator	2
17.	Green Generator (20 KVA)	1

Most of the science departments have their own separate classrooms and lab facilities for their students. Our Commerce department also has separate classrooms. The humanities departments of the institution cater to a large number of students which results in a high demand for classrooms. Although the facilities available for the humanities departments are not ideal, they are adequate. Among the humanities departments Geography and Physical Education departments have separate class facilities of their own. Keeping in view of the need of the students of Mathematics, Commerce and Geography for computer based practical classes College has provided them computers. In addition to this College also has a separate computer lab for the students. It is being used for their general and specific purposes. Apart from this, all science departments, who have computer based practical class component in their syllabus, have been given computers (with internet connectivity) for the use of their students and teachers. Efforts are in place to improve the students per computer ratio in the coming years. For smooth functioning of teaching-learning experience the institution acknowledges the need for uninterrupted power supply. To meet this challenge college has three generators (5 KVA, 7 KVA & 20 KVA), one of which is a green generator.

Together they cover the power supply need of all the classrooms, labs, seminar and administrative area of the college. The institution has many big hall type rooms for their general classes. It has a modern seminar room with ICT facility. College has a well equipped multigym for its students and a large playground as well as a separate Kho-kho court.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

This College has always been known for its steller performances in various sports and athletics meets at district and state levels for a long time. Since its inception in the year 2008, the department of Physical Education has further improved the reputation of the institution in this sphere with enhancing the sportsmen spirit in this remote part of the Birbhum district. Intake capacity of the department is 110. The institution has adequate physical infrastructure to promote games and athletics. It has a standard lush green multipurpose playground (size 110 x 90 sq. m.) and a Kho-kho court (size 27 x 16 sq. m.) within the premises of the College which are being used for different games such as cricket, football, kho-kho, Badminton and athletics. Sports-persons regularly practice their favorite outdoor games. Of the indoor games, students prefer Gymnastics etc. There is one room (size 26 x 15 sq. ft.) in the Physical Education department used as practicing gymnastic skills. The college has an well equipped multigym with all modern facilities for the regular practice of the students (size: 20 x 19.75 sq. ft.). On an average about 10 students use this facility at a regular basis.

1. **Here is an extensive list of sporting facilities available to our students at the college:**

Serial No.	Equipments	Quantity
1.	Foot ball	8
2.	Goal net	2
3.	Goal Keeper Gloves	1 pair
4.	Volley ball	7
5.	Volley ball Net	1
6.	Badminton Racket	21
7.	Badminton shuttlecock	5 boxs
8.	Badminton net	1
9	Cricket Bat	6
10	Cricket Ball	3
11	Cricket wicket	6
12	Cricket Jercy and pant	14 set

13	Discus	17
14	Kho-kho pole	1 pair
15	Pumper	1
16	Shot	11
17	Javline (men)	10
18	Starting block	6
19	Whichell	4
20	Staring Clapper	1
21	High jump Cross bar	2
22	Reley Buttom	6
23	Sataranchi	4
24	Measuring tape	1
25	Javline (women)	4
26	Gymnastic mat	2
27	Cone	24
28	Stop Watch	2
29	Almeria	2
30	Box	1

The Institution has one Harmonium, Tabla for the students' cultural programmes. The cultural programmes mostly get hosted at the outdoor stage. Besides that the institution has one ICT seminar room and a big hall like room with inbuilt sound systems for organizing small cultural events. Our College has separate NCC and NSS units. Our college dosen't have any Yoga Centre but Yoga practice is associated with NCC unit. At present the ground is also being used for Yoga classes, NCC drills, and so on. The College regularly publishes the Annual Magazines almost every year.

The physical facilities of the Institution for games and sports and cultural activities are adequate. True to their reputation, students of the college have consistently performed very well at district and state level sports and athletics meets in the recent past and made us all very proud. The general practices and good atmosphere in the college, around various cultural activities, has led our students to good performances in events such as District Quiz Competition, Debates, Youth Parliament, and so on.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response: 5

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 02

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)
Link for additional information which is optional	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 16.78

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	3.9	4.07	3.55	3.4

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)
Audited utilization statements	[View Document](#)
Any additional information	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

INTEGRATED LIBRARY MANAGEMENT SYSTEM

An Integrated Library Management System (ILMS) is an automated package of library services that contains several functions. These functions usually include circulation, acquisitions, cataloguing etc.

Abhedananda Mahavidyalaya started using **Koha-open source** software since February 2019. It is a fully featured Integrated Library Management Software. As Koha is open-source software and Linux based, so the College Library has chosen it for the purpose of running Integrated Library Management System. Till now 15000+ books have been automated.

     Koha ILMS has various library functionalities. There are various modules and features of Koha and work is in progress within different modules.

Koka has the following modules:

1. Acquisition 2. Cataloging 3. Circulation 4. Serials 5. Patrons 6. Advanced search 7. Reports 8. Tools 9. Koha administration 10. Lists.

Circulation: Till now books are circulated manually. Automation of books are in progress.

Authority: Library is following Anglo American Cataloging Rules 2 (AACR 2) for cataloging and DDC 19th edition for classification of books. For subject heading Sears List of Subject Heading is used.

Serials: Purchase of serials are done from the publishers directly.

Acquisition: Acquisition of books are recorded in accession register manually.

Patrons: Patrons of our college include students, ex-students, teachers, guest teachers, contractual teachers and non-teaching staff.

OPAC: To make Online Public Access Catalogue facility available to the users work is in progress.

Koha version used: 18.05.03

File Description	Document
Any additional information	[View Document](#)

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Rare books present in library:

Name of book	Name of Publisher	Name of Author	No. of Copies	Year of publishing
The American Quest 1790-1860	Scientific Book Agenccy	Clinton Rossiter	1	1971
The Chowkhamba Sanskrit studies, Vol. LXIX	Chowkhamba Publication	Satkari Mookherjee	1	1969
The Nava Nalanda Mahavihar Research Publication	Nava Nalanda Mahavihar	Satkari Mookherjee, ed.	1	1960

Centenary volume C. F. Andrews 1871-1971	Deenabandhu Andrews Centenary Committee	Somendranath Bose, ed.	1	1972
1787 The Grand Convention	Scientific Book Agency	Clinton Rossiter	1	1966

Special Reports (MRP Reports):

S. No.	Name of Invigilator	Title of Project	Department
1	Bedadyuti Barman	The status and determinants of education and employment of scheduled castes(a case study of Birbhum District, West Bengal)	Economics
2	Debashis Bandyopadhyay	Bio process for production of micro-bial phytase	Botany
3	Kakali Pal	Sorash shitake vaishnab nari	Bengali
4	Shrabani Banerjee	Problems of education among scheduled caste children in North Bengal: finding a balance	Economics
5	Subrata Mondal	Potentialities of eco-tourism and prospect of economic development in Duars, Alipurduar District, WB	Geography
6	Tanmay Mathur	Synthesis and characterization of unsymmetrical bi-heterocyclic compounds	Chemistry

Data of Library for Five Years (2013-2018):

Year	Total no. of books (opening balance)	Newly added books	Total no. of books (closing balance)	Number of Journals	E-Resources (CD/DVD)
2013-2014 (01.04.2013-31.03.2014)	42958	81	43039	3988	12 CD

2014-2015	43039	770	43809	00	12 CD
2015-2016	43809	176	43985	00	14 CD
2016-2017	43985	00	43985	00	4 CD
2017-2018	43985	1342	45327	00	00

File Description	Document
Link for Additional Information	[View Document](#)

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	[View Document](#)
Any additional information	[View Document](#)

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.85

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
00	2.33	1.75	0.15	0.01

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	[View Document]()
Audited statements of accounts	[View Document]()

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	[View Document]()

4.2.6 Percentage per day usage of library by teachers and students

Response: 1.27

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 41

File Description	Document
Any additional information	[View Document]()

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The College believes in the advancement of technology. Students can avail the usage of computers with internet facility which enables them to enhance their knowledge and technological skills. Keeping this in mind, stronger emphasis has been put upon advanced use of ICT in every academic and administrative sector as evident from the following:

1. Number of student accessible computers in campus is 30+ including recently updated computers in the Computer Lab. Most of the science departments has individual desktop PC with internet (LAN and Wi-Fi) and printer facility.
2. Computer-student ratio in the campus is nearly 30:3210=1:107. It is not sufficient. Therefore

students are using computers on sharing and shifting basis.

3. Computer lab and the Library has good number of computers with stable internet connectivity.

4. As teaching aid, there are one Computer Lab, one ICT enabled seminar room, one smart classroom equipped with projector and projection board. Besides, there are labs with Computers with internet in almost every science departments (Physics, Chemistry, Mathematics, Zoology, Botany, and Geography) as well as in Commerce department. Integrated Library management software 'Koha' used for Library Automation. NLIST is a service under e-Shodhsindhu Consortium provided by UGC INFLIBNET is also used for remote accession of e-resources.

5. LAN facility available in Principal's Room, Computer lab, Physics, Chemistry, Mathematics, Zoology, Botany, Geography and Accounts Departments. Physics, Chemistry, Mathematics Departments have separate WiFi facility. We are trying to provide Wi-Fi facility in the Teaching-staff Room of the college as well as free Wi-Fi access to all students of the institution in near future.

6. With increasing load of manual documentation, the institution is eager to provide automation and digitalization of the office work. Hence, the process of Office Automation has been initiated from thes academic year 2018-19.

7. A sophisticated functional NANOPHYSICS lab funded by DST INSPIRE (IFA13PH79), Govt. of India has been built in the college campus to perform fundamental research work on soft nanomaterials. In this lab one can prepare ultrathin films of polymers which have large applications as coating and anticorrosion agents. In addition one can characterize those materials by Contact Angle measurement set up as we are going to buy in near future.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

4.3.2 Student - Computer ratio

Response: 107

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: <5 MBPS

File Description	Document
Any additional information	[View Document](#)

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 76.74

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	11.44	23.23	24.45	15.39

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

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.

Response:

Our College follows a well-defined procedure for utilizing and maintaining the facilities created over the years.

At the time of preparing the central Time Table classes are allotted consulting the non-occupancy of a particular classroom in a particular period. The Institution has succeeded in making optimal use of the class rooms, avoiding overlapping of classes. Since the number of classrooms is not ideally proportionate to the large number of students, the institution has introduced log book system to facilitate the optimal use of gymnasium equipment and computers available for internet browsing and developing communicating skills by students. The institution has restricted the number of borrowings and also fixed the date of return to

ensure proper circulation of books for a better circulation and utilization of books in the college library. Few departments have their own departmental libraries furnished with essential collection books for their students. Science departments having practical classes. They have limited component for running practical classes. They divided different time slot for proper use of Lab equipment.

- The College is managed by the Governing Body (GB) that oversees the utilization of available allocation of budget.
- The realization of anticipated income as well as actual expenditure is monitored.
- The Finance Committee looks into the requirements of departments and if it is justified, then it is forwarded to the GB for approval and final purchase

The Principal and a constituted committee take care of the subsistence of the infrastructure, facilities and equipment of the college. Strategic Plans are made for the upgradation of the infrastructure. The departmental heads put forward their feedback and suggestions on the basis of which meetings are conducted and decisions are made.

To ensure proper maintenance of computers, the college takes help and assistance from local computer vendors. However this process of maintenance strictly abides by the proper norms and procedures. College has three generators whose maintenance is done by the electrician. The maintenance of laboratory equipments is done through help of the faculty members and external experts, if necessary. In every year there is an adequate budgetary allocation for repairing and maintenance. The repairing head is mainly utilized for the purpose of repairing damaged portions of the building or any other physical infrastructure that needs repairing. To avoid annual depreciation of the physical infrastructure the college routinely surveys its physical infrastructure. Budgetary allocation for maintenance is mostly utilized for the upkeep of computers and electronic gadgets, water purifiers, generators, and plumbing lines and maintenance of all kinds of Lab equipment. Steel almirah, Wooden furniture like chairs, tables, desks, high and low benches, and platforms, are repaired and painted/polished as and when required by enlisted carpenters. Maintenance of electrical wiring and other electrical components are maintained with the help of college electrician. During university examination payment is made on spot for being physically present to render service during exam hours.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 58.64

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2011	1925	2372	1701	1765

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 8.34

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
54	121	241	352	639

File Description	Document
Any additional information	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. **For competitive examinations**
2. **Career counselling**
3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**
7. **Yoga and meditation**
8. **Personal Counselling**

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0.28

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
45	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.64

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5	6	2	0	2

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 5.81

5.2.2.1 Number of outgoing students progressing to higher education

Response: 34

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 20.16

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	9	1	0	2

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	22	13	15	9

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

A democratically elected **student council** (also known as a **student union**) with Class Representative (CR) from the undergraduate Honours & General courses is an indispensable part of Academic and Administrative bodies/committees of the our college such as the Governing Body, IQAC, and Alumni Association of the college. The election to the Council is conducted annually in December/January as per provision of the BU Regulations regarding constitution of Students' Council under the supervision of an

Election Commission consisting of three teaching staff and two Non-teaching staff, selected by the GB. The students union comprises of the posts of President (Principal/Teacher-in-charge), Vice-president (VP), General Secretary (GS), Assistant General Secretary (AGS) & Class Representative (CR).

The main activities of the student's union (SU) during the last five years are:

* Address and represent students' views and grievances, and as a spokesperson, convey these to the concerned authorities for discussion and amicable resolution.

* Provide valuable informal feedback regarding curriculum, teaching learning and evaluation process.

* Oversee the ready availability of teaching aids in class rooms such as chalk, duster, maps, and laser pointers etc.

*Monitor academic schedule to ensure that space is available for students during critical study and exam time.

*Report to the authority about facility renovations, maintenance and quality improvements.

*Develop furniture and equipment replacement plan and schedule.

*Encourage the active involvement of staff in community events and commit work.

*Collect and disseminate information about all events taking place in college campus.

* Make the student's aware of various extension programmes that form a crucial part of the academic activities of every department, such as departmental and wall magazines and encourage students to contribute to these.

* Help the teaching staff of the college to organize departmental seminars and quiz, which are important co- curricular activities of every department.

* Play an important part in encouraging and motivating students to participate in existing student oriented programmes of the college such as NSS, NCC ,College Annual Sports/ District/ State level sports meet, celebration of - college Golden Jubilee, Independence Day, Republic Day, World Environment Day, Teachers' Day, Annual Social Function, Freshers' welcome, Raksha Bandhan; Participation in Mock Parliament sponsored by Govt. of WB, Science Fair organization, Blood Donation Camp & Health Check up ,Collection of fund for flood hit Kerala 2018 etc.

* Organizes the Saraswati Puja in the college campus along with peers and is responsible for the smooth execution of the various aspects related to this function.

* Ensure discipline in the college campus by encouraging students to observe the rules of the college, and inculcate environmental consciousness and work towards maintaining a green and clean campus.

* Insisted authority to open Hindi Language

* Ensure Drug – Free College campus.

*Facilitate authority for the successful implementation of various grants/ pogramme for students obtained from Govt./ Private sector - like 'Kanyashree' Prakalpa for girl students.

File Description	Document
Any additional information	[View Document]
Link for Additional Information	[View Document]

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 0.6

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1	1	1

File Description	Document
Report of the event	[View Document]
Number of sports and cultural activities / competitions organised per year	[View Document]
Any additional information	[View Document]

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The College alumni association, was formed way back in 2011. The primary aim behind forming this body was to assemble the ex-students for observing the Golden Jubilee of the college and also to have an Advisory Body for preparing the roadmap of development. But because of the keen interest of a number of very senior members, the association, since the first day of its constitution, has become part of the college.The position of secretary to the Association holds by student of this college of session 1992. The Association has been registered under the Society Registration Act. The association is commendably active. The Association intended to help at least to the students academically through proper selection process from economically weaker section of the adjacent areas. The members meet in the college once in

a year and work for the development of the college.

Association has contributed to the all-round development of the college.

Following are the major activities of the Association:

1. Organization of Health Check up Camp for students.
2. Blood donation Camp.
3. Organization of student sensitization Programmes.
4. Cultural function.
5. Tree plantation.
6. Food distribution to the patients.
7. Donation of Aquagurd for drinking water.
8. Collecting donation for the development of the college (Amount donated during 2015: Rs 1.06 lakh).
9. Installation of Swami Vivekananda's Bust at the College Garden.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

5.4.2 Alumni contribution during the last five years(INR in Lakhs)
? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: 1 Lakh - 3 Lakhs

File Description	Document
Any additional information	[View Document](#)
Alumni association audited statements	[View Document](#)

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	2	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision: True to the spirit and energy bestowed upon this institution by Thakur Sri Satyananda Dev, Abhedananda Mahavidyalaya endeavours to carry forward his message of inclusiveness, harmony, peace, sustainable growth and freedom. Our Vision is to impart value based quality education to all sections of the society irrespective of their caste, creed, religion or gender. Primary aim is to inspire in them a spirit of inquiry, an aspiration for harmonious and sustainable life, scientific bent of mind, and a capacity to think free and wide.

Mission: The Mission statements of the college are as follows:

- To inculcate awareness on human rights, value system, culture, heritage, scientific temper and environment.
- To empower students with latest development in the realms of knowledge which in turn would prepare them for national and international challenges.
- To inspire and increase competence and creativity.
- To create an atmosphere conducive for full utilization of human and natural resources.
- To emphasize on an inclusive and sustainable development model.
- To encourage participation of all the stakeholders in the development of the College and the community around.

Implementation: All our intellectual and administrative efforts are focused and directed at realizing the goal set out by our Vision and Mission. One of the primary efforts to achieve this goal is to maintain an environment which is open, inclusive and democratic. All stakeholders have a place within the college administrative and academic set up to participate and express their opinions on decision making and policy formulation. The college authority always engages in dialogues with different stakeholders both at formal and informal levels. Regular and active interaction with students, throughout the academic session, makes the work possible to achieve and the Governing Body plays a crucial role in overseeing all these aspects with greatest of care and attention. Teachers' Council sends three teacher representatives to the Governing Body. Teachers' Council plays its part in forming different committees. These committees are well represented by members from both students' forum and non-teaching staff. Different committees hold regular meetings for planning and executing tasks of their respective committees. Each department, in its turn, also has an important role in implementing resolutions and directives taken at the higher levels. The institution encourages faculty members in their attempts at getting funding from different government agencies for conducting seminars, community initiatives, etc. The college also supports the teachers in their endeavours to get research projects. The college lives up to the challenges of modern times by closely responding to the changing academic and societal environment. It also keeps renovating its physical facilities, such as class rooms, laboratories and so on, to properly implement the changes in teaching-learning process. Good performances of the students at the university level examinations gets duly acknowledged and honoured by awarding them with Performance Certificate and Medals. It also provides free studentships to the needy and meritorious students. All sections of the college work together to realize

the ideals of the vision and mission of the institution.

File Description	Document
Link for Additional Information	[View Document](#)

6.1.2 The institution practices decentralization and participative management

Response:

Abhedananda Mahavidyalaya always promotes, practices and supports an interactive and participatory style of management. Academic and non-academic affairs of the college have been managed by several committees. Governing Body, with the active help and assistance of the President, frames strategies regarding any present and emergent issue and these decisions are then discussed in the teachers' Council for further clarification and action. Teachers' Council constitutes various committees for different purposes for better and easy functioning of the college. All major and important committees have representatives from teachers' council, non-teaching staff and students' forum. The institution has created further decentralized structure of governance by empowering its departments to implement the policies taken at the higher levels. The institution has different committees responsible for different aspects of teaching-learning process such as, committees for the preparation of college time table, allocation of co-curricular work, purchases, students' admission, students' welfare, and so on. These committees have full freedom and support from the Governing Body to plan and execute policies. A yearly report of the departments gets collected after the end of each academic year. Departments also play an active role in syllabus completion monitoring and help the college authority to analyse and judge the academic situation. This back and forth movement of messages and directives points to the decentralized nature of the college management. Mention should also be made here of 28 different committees that the institution has in carrying out different jobs. Some of the salient features of decentralized mechanism of the college are as follows:

- Representation from all sections of the college in the Governing Body.
- Representation of students and non-teaching staff in all important committees set up by the Teachers' Council to make decision making a better inclusive process.
- Inviting eminent educationists from time to time at the Special Lectures, organized by the IQAC, to improve the teaching-learning experience.
- Increasing the scope and dimension of the departments in improving the academic performance of the institution.

Case Study: In the wake of introduction of CBCS, Abhedananda Mahavidyalaya constituted a Syllabus Completion Monitoring Committee to coordinate with departments to ensure timely completion of syllabus. The committee sits with the heads of all departments before each internal assessment (Both C1 and C2 are covered under its purview) and takes stock of the situation. Heads of different departments come up with their inputs and the committee in turn informs the Teacher-in-Charge regarding whole academic scenario. To increase greater transparency and accountability the college authority seeks through the Syllabus Monitoring Committee a report from the heads of the departments on completion of syllabus before the end of every semester. This also brings into focus the regular problems that each department faces in their own ways and try to solve these matters to the best of their abilities. It gives the departments

a greater sense of autonomy and an increasing sense of responsibility.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college is committed to follow and live up to the quality benchmark set by The University of Burdwan, the Government of West Bengal and the UGC. All academic and administrative issues regarding academic plans, guidelines, strategies and procedural arrangements are given to us by the University of Burdwan, the Government of West Bengal and the UGC. Many of those guidelines, directives, orders are available on the websites of respective agencies, such as the University of Burdwan website, Higher Education Department of West Bengal, UGC and so on. In addition to that, the institution also frames certain quality policies at the Governing Body and passes it on to the teachers' council and its various committees for execution.

Situated in an underdeveloped region, the college has a responsibility to provide best possible education to the weaker and underprivileged sections of the society. In an effort to achieve such a goal, the college authority keeps evolving its perspective plan to accommodate and assimilate new things to meet the challenges of the time. Following are some of the important features of perspective/strategic plan on which the college is sincerely engaged in improving upon:

- Increasing the scope for more innovations to make teaching-learning experience attractive.
- Purchase of up-to-date and relevant books and journals for newly introduced CBCS courses.
- Introduction of easier and open online access to college Library for the students and teachers.
- **Encourage Teachers in their higher research.**
- Gradual emphasis on the introduction of renewable energies for the power consumption of the institution.

Case Study: Following the blueprint of institutionally acknowledged strategic plan, Abhedananda Mahavidyalaya is always striving to achieve its goals in all the spheres of its strategic activities. One of the institutionally driven strategic plans is to encourage its teachers in their higher research. The establishment of a Nanophysics lab (funded by DST INSPIRE major project IFA 13 PH79)in the college to conduct basic research in physics with an emphasis on the structure and kinetics of systems confined to nano dimensions, as obtained at surfaces and interfaces, in monolayer and multilayer films, and in nanoscale objects, is a case in point. This highly sophisticated lab is involved in many collaborations with national and international labs. The project head and coordinator Dr. Jayanta Kumar Bal submitted a prayer before the Governing Body for setting up this facility in the college (Letter dated:21.04.2018). The Governing Body in its meeting held on 22.05.18 readily accepted and approved his proposal with a vision to promote

higher research. In addition to that another major project (project no. CRG/2018/002290)is sanctioned and funded by DST SERB (project no. CRG/2018/002290). In the near future some sophisticated equipment will be installed in this lab. The research outcomes (relevant to the syllabus) of this lab are discussed with graduate students of this college using PPT presentation which facilitates their fundamental understanding. To the best of our knowledge this kind of lab is quite exceptional for a Grant-in-aid College, especially in remote areas such as ours.

File Description	Document
Any additional information	[View Document](#)
Strategic Plan and deployment documents on the website	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Organizational structure of Abhedananda Mahavidyalaya is a good example of participative governance and leadership. Governing Body is the highest authority of the college and it functions within the rules and regulatory structure laid down by the University of Burdwan. Composition of the Governing Body is well reflective of the presence of all the stakeholders in the decision making body. The Governing Body comprises of: the President, the Secretary (Teacher-in-Charge), one Government Nominee, three University Nominees, one Donor Representative, three Teachers' representatives, two non-Teaching representatives, and one Student representative from the current students. The Teacher-in-Charge, who is also the Secretary of the Governing Body, functions as the chief administrator who supervises and coordinates academic and administrative activities of the college. In these matters the Teacher-in-Charge get useful direction, help and support from various statutory and non-statutory committees.

For smooth and transparent financial operations, the college has a Bursar. Hostel warden supervises all the functions of the College hostel. Librarian is the person responsible for the services related to the library.

For service rules of the permanent employees, the college strictly abides by the rules and regulations framed by the Government of West Bengal and the Statute of the University of Burdwan. In certain cases, the college authority also follows the communication made by the Government of West Bengal through its various GOs.

Recruitment of fulltime permanent teachers and Principal are done through the West Bengal College Service Commission (WBCSC) following due processes. Recommendation of the WBCSC, regarding the appointment of permanent teachers and Principal are sent to the college for consideration. This recommendation then gets followed up and executed by the College Governing Body. Guest teachers are appointed on the basis of standard norms set by the University of Burdwan.

College follows the promotional policies structured by the UGC and the Government of West Bengal. This process is well coordinated through the IQAC which assists the incumbents in every possible way. The Promotion of the non-teaching staff is done through the Standing Committee, constituted by the Governing Body of the college. Standing Committee's recommendation regarding the recruitment or promotion of the non-teaching staff gets ratified by the GB.

For grievance redressal the college has a well-established mechanism to negotiate any such situation. The institution has a Grievance Redressal Cell for this purpose.

File Description	Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

  1. **Planning and Development**
  2. **Administration**
  3. **Finance and Accounts**
  4. **Student Admission and Support**
  5. **Examination**

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: B. Any 4 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The college has an effective network of committees that function in a well concerted manner to perform, plan and execute various works. The committees always follow the standard practice of documentation and record keeping. Preservation of documents is considered to be one of the most important aspects of college administrative setup. Teachers' Council constitutes various committees with teaching, non-teaching and student representatives. These committees then gets formally functional through an approval from the Governing Body. Each committee is entrusted with their particular duties and work in unison with other committees to progress towards the aspired goal. Every step of a new initiative gets recorded and kept for future correspondence.

The installation of new virtual class is a very good case in point. The college was in need for an updated ICT facility for the betterment of the teaching-learning procedure. It is noted that the Students' Union gave a deputation to the Teacher-in-Charge regarding ICT. This is a demand that was felt equally by the teachers who also placed their demand to the Governing Body in this regard. The Governing Body in its meeting, held on 02.09.2016 discussed the matter and requested to the Principal to proceed with the proposal to the appropriate authority. In this regard, the Ministry of Higher Education released an amount of Rs. 3,00,000 /- [Memo No. 591 (SANC)/EH/P/CS/1G-08/2016, Dt. 13.11.16]. The work was completed by 31st March, 2017.The facility was made open to the teachers and the students towards the end of 2016-17 Academic Year.

This led to renewed interest in taking classes both amongst the teachers and the students.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The College has introduced several welfare schemes for permanent Teaching & Non-teaching staff, CWTTs, Part-Time Teachers and contractual non-teaching staff. They are as follows:

- **Festival Advance: -** Both permanent and temporary staff members of this college are eligible for interest-free festival advance, which is realized in 10 equal monthly installments. The maximum ceiling of this advance varies in different year and the ceiling is determined by the GB of the College. Amount disbursed on account of Festival Advance during the last five years is given below:

Year	Amount disbursed as Festival Advance	Total number of employee benefitted
2013-2014	1,92,500/-	36
2014-2015	2,13,500/-	39

2015-2016	88,000/-	22
2016-2017	88,000/-	23
2017-2018	1,45,000/-	25

b) **Appointment on Compensation Ground: -** Smt Latika Chakroborty W/O late SwapanChakroborty was appointed on humanitarian ground on 01/12/2018 due to sudden demise of Swapan Chakroborty who was a temporary non-teaching staff of this college.

c) **Staff wards Concession**: -Since Inception, the GB of this College resolved that "no tuition fee will be charged for staff wards of this college". This facility is now enjoyed by Sayan Routh, ward of Debasish Routh (permanent non-teaching staff) and Koushik Roy ward of Lakshmi Roy (temporary non-teaching staff).

d) **Provides Accommodation at a concessional rent**: - The College provides accommodation to the staff in Old Boys Hostel (vacant) who do not get any HRA from any source. The benefitted employees are: - 1) Ashamukul Dey (CWTT), Bappaditya Chakroborty and Bijoy Das (both are temporary non- teaching staff).

e) **Non Refundable Withdrawals and PF Loan from PF Account**: - Besides final payment after retirement, the Staff members of the College enjoy PF Loan and Non Refundable Withdrawals. The following table shows the details of PF Loan, Non-refundable Withdrawal (NR) and interest distributed on PF Deposit during last five years.

Year	Non-Refundable withdrawal	PF Loan sanctioned	Interest distributed on PF deposit
2013 - 2014	16,70,000/-	6,74,800/-	14,83,583/-
2014 - 2015	1,00,000/-	48,000/-	15,87,503/-
2015 – 2016	6,18,000/-	1,84,000/-	18,13,459/-
2016 – 2017	18,04,000/-	96,000/-	18,80,811/-
2017 - 2018	19,85,000/-	2,16,000/-	20,84,124/-

f) **Temporary non-teaching staff transferred from daily wages to fixed monthly wages**: -Sri Jibon Das and Sri Sanu Chatterjee, both are temporary non-teaching staff moved from daily wages to fixed monthly wages from August 2018.

File Description	Document
Link for Additional Information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 17.11

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	3	3	5	8

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The college has multiple ways of monitoring, assessing and appraising its teachers and non-teaching staff. Following are some of the ways in which the college appraises its teaching and non-teaching staff:

Student Feedback: The institution closely follows and maintains a well coordinated mechanism of obtaining feedback at regular intervals. Feedback is obtained from the students with a view to better the overall teaching-learning process. The feedback focuses mainly on the academic aspects of the college. Students are given an opportunity to express their problems and recommend any suggestions to improve upon the situation. Special care has been taken to increase the efficiency of the feedback. It is not mandatory for a student to reveal his/her identity in the feedback form which allows them to speak their minds. The entire process of feedback mechanism is monitored by the IQAC with the help of teachers and non-teaching staff. After collection of the feedback forms, they get properly discussed and analyzed. A feedback report then gets prepared and duly placed in the meeting of the Governing Body for further consideration and action. Student feedback mechanism is a good way of understanding the functioning of teaching-learning activity and helps the institution to appraise the teachers. Student feedback on overall campus experience is another good way of understanding the performance of the non-teaching staff members as there is a specific question regarding this in the feedback.

Attendance Register: The College maintains separate attendance registers for different categories of staff members:

- Attendance Register for Full time Teachers
- Attendance Register for CWTTs'& Part-time Teachers
- Attendance Register for Guest Lecturers
- Attendance Register for Full time Non- teaching Staff
- Attendance Register for Hostel Staff
- Attendance Register Casual Non-Teaching Staff
- Attendance Register for Librarian
- Attendance Register for Library Staff

The teacher-in-charge monitors the attendance register at regular intervals. This helps the college to understand the status of duties assigned to different staff members. An electronic attendance system has been introduced to increase further effectiveness of this appraisal system.

IQAC meticulously evaluates and prepares API score sheets of different teachers after going through their performances in various fields of the college both academic and administrative. Recommendations for promotions under CAS are done only after the compliance of full satisfaction of Performance indicators.

File Description	Document
Any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

a) **External Audit: -** The College has conducted external audit at regular intervals. The College maintains necessary Books of Accounts as required for an educational institution. It maintains Cash Book, General Ledger, P.F Ledger, Daily Collection Ledger, student's fees collection register and Accounts for different grants received from different agencies like State Government, UGC or any other body for salaries of teaching and non-teaching staff, different development grants or any other purposes. All the books of accounts are maintained under Mercantile System as required for a non-profit seeking concern. At the end of each financial year a Receipts & Payments Account, an Income & Expenditure Account and a Balance Sheet are prepared.

The audit of the College is conducted by the auditor appointed by the D.P.I., West Bengal. Generally a Chartered Accountants' firm is appointed by the DPI/WB for conducting audit for 2/3 years. At the time of audit, the auditor visits the college, checks the Cashbook, the vouchers of expenses, different schedules, verifies Bank Balance from Passbook, cheque issue register and other relevant books as required for audit. Audit of the accounts up to the Financial Year 2014-2015 is completed, but the audit from the Financial Year 2015-2016 to till date is pending due to non availability of Statutory Auditor. The College faces difficulty of conducting audit of its accounts timely due to non availability of Statutory Auditor who is appointed by the D.P.I, Govt. of West Bengal. After conducting the external audit, the audit report is placed before the Governing Body for approval and settling the audit objection, if any as pointed out by the auditor

b) **Internal Audit**: - Apart from External Audit, the college conducted internal audit for all Government grants, like UGC grants, NSS Grants etc. for submitting utilization certificate to the appropriate authority who released the grants till 2017-18.

c) **Some other Internal Check System**: - Before making payment of any bill, the bills are presented to the accountant who verifies it with requisition and sends to TIC/ Principal for payment arrangement. After receiving the advice arranges for payment from TIC/ Principal, the accountant verifies the details of the bills, heads of expenditure etc. he puts it to Bursar who also verifies the details and give an order "May be Paid". The bill again sends to Principal/TIC who finally gives an order for payment. A payment over Rs 10,000/= is paid by cheque.

File Description	Document
Link for Additional Information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Being a Grant-in Aid college, Abhedananda Mahavidyalaya has limited financial resources. The college sends proposals for additional grants to the University Grants Commission (UGC) in order to meet expenses for construction, repair and renovation of the college building and premises. Tapping in UGC allocation under various schemes – MRP, Seminar, Scheme & Development Grants is our usual practice. Various development schemes of the State Government are also availed from time to time. The college revises student's fee structure every year in order to procure additional fund. Other than the routine Government of West Bengal and the UGC grants, the institution has been able to secure additional funding from various sources like donation from alumni association and procuring rent from tenants (the forest department of Govt. of West Bengal, one CWTT, one casual NTS). Other strategies for mobilsation of funds are - Sale of Admission Form/Collection of Registration fee, collecting hiring charge for holding external examination in the college, bringing greater number of students under the purview of stipends/scholarships granted by Government & Private agencies and reinvesting the fixed deposit (FD) of the college after maturity. After receiving the grant it goes through various processes involving the Teacher-in-Charge who is the Chief Disbursing Officer, the Bursar, the Finance Committee, the Purchase Committee and the college Office before it is finally disbursed to the concerned person or the respective department(s). The optimal use of resources of the institution is ensured by inter departmental sharing of equipment and borrowing books of interdisciplinary coverage, holding different classes in the same hall at different slots of time, sharing departmental labs by faculties of other departments, equipping labs with additional spareable computers for University Practical examination, upgrading computers rather than discarding them as junk, verifying stock before issuing purchase order and maintaing Log-book for avoiding slot overlapping at Multi-gym and Computer Centre.

File Description	Document
Link for Additional Information	View Document

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

Response:

Two Best Practices institutionalized at the initiative of IQAC:

Best Practice-I:

**Title of the Practice: "Getting Across :Fostering students to Better college-Community Collaboration"

• **Goal: To develop a sense of social responsibility among the students and inspire them to be involved in community work, that would also help in the process of using a theory or something that they have learned in a practical way.

• **Context: Knowledge without responsibility and practical application is meaningless. Similarly, self-growth and development become relevant only in the context of our broader social existence. Individuals cannot flourish if the community or society is crippling or crippled. The students at Abhedananda Mahavidyalaya are provided with ample opportunities to give something back to the society/community as paying a debt for what they themselves have received.

• **ThePractice:**Community outreach through various Committees:

Active involvement of students in various activities like blood donation camp, programmes related to cancer awareness, Red Ribbon Pogramme, Science Fair, Swachh Bharat Abhiyan, Swachhata Hi Seva Programme, Occasional cleaning of Sainthia Police Station, Railway Station & College garden; Visiting hospital and distribution of fruits to the patients ; Celebration of Independence Day, Republic Day Netaji's Birthday, NSS day etc involving local community; Adoption of model village/Municipality Ward (no. 6 & 7) sharing knowledge of environmental issues, sanitation issues, Pulse Polio Abhiyan, Celebration of World Forestry Day,Tree plantation Pogramme etc.organized by NSS, NCC, from time to time helps to inculcate values of good citizenship, responsibility and an orientation towards selfless service in the students.

Best Practice-II

•**Title of the Practice:"Developing Within: Cultivating the potential of

students, edifying them, promoting them to carve their unique path"

•**Goal: To facilitate self-growth, self-worth and actualization of potential of the students through myriad ways of empowerment and competence building.

•** Context: We have always kept in mind the fact that most students of our college come from relatively disadvantaged sections of the society In these circumstances the college endeavours to do its best to reach out to each student and nurture her potential. The attempt is to draw out individual students to unfurl their wings and explore their areas of interest, not only in academics but in extra-curricular activities as well.

•**The Practice:**Nurturing the creative potential of students:

The college offers creative avenues and creates opportunities to hear multiple voices and become more sensitive to diversity, through various students' committees and staff council committees. Under the Cultural Committee every year an annual college magazine Abhedanada Mahavidyalaya Patrika" is published where a large number of sub-committees for a variety of activities focus on different interest areas which the students can join. A teacher-convenor is appointed for each society who acts as a mentor and coordinator. Students also take up responsibilities and learn valuable lessons in teamwork and coordination. Many committees invite experts from outside as trainers, which helps to bring the best out of the students and trains them to gain a competitive edge in inter-college events. This bolsters their confidence and also opens their horizons wider.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

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

Response:

The knowledge, attitudes and values of various stakeholders are directly or indirectly associated with the quality of Higher Education (HE) –teachers, students, administrative staff and employees. Competent, committed and involved teachers are the greatest assets for any educational institutions. Acting as a nodal agency of the college for coordinating quality-related activities of teaching- learning reforms following two measures have been adopted by the IQAC.

a) Facilitating extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by staff and students:

Our mission is to inculcate zeal of adventure in all fields of activities to make our students strong and academically confident to face the future. Keeping pace with the cutting edge technology IQAC, in its first meeting held on 20.09.14, resolved that special drive to be undertaken on ICT-enabled teaching to facilitate the teaching methodology. Accordingly, faculties were directed to deliver Power Point presentation in their respective teaching modules as far as practicable. The faculties were encouraged to use ICT resources (i.e. laptops, PCs, projectors, internet connectivity) to enhance their skills in teaching, learning and research methodologies. The students were encouraged to make use of ICT resources through presentations,

assignments and projects. Various groups, communities were created on social networking sites to help students with their assignments and course curriculum. It also provided a platform for healthy discussion. The facility created enthusiasm among young teachers who started making 'Power Point Presentation' on regular basis. But the response from all discipline was not up to our level of expectation. Therefore, IQAC in it's subsequent meeting held on 12.09.15 resolved to motivate the faculties towards the increment of application of ICT-enabled teaching- learning process: A need for change in the age of globalization. It was then felt that having smart classroom will be a step ahead in facilitating the use of ICT in classroom. So the college utilized the fund obtained from Govt. of West Bengal (13.11.16) to set up of Smart Classroom in the seminar hall for common facility of all departments. Thus greater number of teachers could be involved in making use of ICT. On further review regarding the current state of implementation of ICT it was observed that because of age-old practices in the conventional lecture mode, use of ICT was not adopted uniformly. So IQAC in its meeting held on 15.02.17 set one benchmark in this regard – at least one 'Power Point presentation' every week to be delivered by all faculty members. The college subsequently managed to use its own limited fund for setting up more ICT – enabled classroom (PCs, internet connectivity) especially in the science departments & commerce department. The IQAC then in its meeting dated 22.09.17 resolved to motivate teachers to deliver at least one lecture a week in the Smart Classroom. This is an ongoing practice and already a number of lectures have been recorded. The computer labs remain open for the whole day during college hours for the use of faculty members and students. Library provides e-resources to the students to explore on their own. An attempt has been taken to provide access to e-resources through N-LIST under INFLIBNET membership. In addition OPAC facility will be available shortly. Projector installed in the library is used to teach students about how to use the library resources effectively through OPAC. It is also used to orient the students about the e-resources accessible.

b) Developing and deploying action plans for effective implementation of the curriculum (modular communicative syllabus)

Abhedananda Mahavidyalaya, being an affiliated college, follows the syllabi prescribed by the University of Burdwan. The college deploys a number of action plans for effective implementation of the curriculum. As per the University of Burdwan guidelines, lectures, tutorials and practical classes are carried out. The timetable of the college reflects the grid of lectures, tutorial and practical classes that are held for students. ICT is used to enhance the learning experience. Field trips are organised to provide a sense of how the learning is put to use in the real world. Till the formation of IQAC and introduction of CBCS the college could not effectively cultivate the practice of modularization of the syllabus. Only proportionate portion of the undergraduate syllabus of the Burdwan University were distributed among the individual faculty members at the departmental meeting. IQAC in its meeting dated 20.03.17, reviewed the practice and recommended preparation of syllabus modules detailing academic plan- courses, total marks, total credit, and total number of lectures to be delivered on a topic within the stipulated time frame, objective of the course, evaluation method, sections etc. Consequently all the departments drew up syllabus modules and kicked off teaching the assigned course content in a more coherent way. Even though copy of module was lying into the custody of the Library, but there was no direct system of providing the modules to all the students in a systematic way. So IQAC reviewed the system and in its meeting dated 14.04. 2018 resolved that the modules prepared for the purpose (of methodical teaching) to be uploaded on the college website well ahead of the starting of semester. So this was done and learners now can easily access modules and get a clear glimpse of lesson-plan well ahead of the commencement of their respective courses.. With the introduction of CBCS (July, 2017), IQAC felt the urge for switching to outcome oriented learning. IQAC contacted all departments to prepare PO (skills and attitudes of the students at the end of the specific

pogramme), PSO (the statements that describe what the graduates of a specific pogramme should be able to do), CO(the resultant knowledge skills of the students at the end of a course) but the methodology of outcome analysis is not yet finalized as our faculties of general undergraduate college were not acquainted with these measuring tools of graduate attributes.

File Description	Document
Link for Additional Information	[View Document](#)

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 1.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	1	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)
Any additional information	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document](#)
Any additional information	[View Document](#)
Annual reports of institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

YEAR	DOMAIN	QUALITY ENHANCEMENT INITIATIVES
2017-2018	Academic & Administrative	*Academic calendar for the session July 2017 – June 2018 had been prepared. *Choice Based Credit System (CBCS) was introduced. *Online Admission was further upgraded to ensure transparency in the admission process. *Online counseling for admission was started. *Admission of the students were done completely on the basis of merit. *Updated prospectus had been made available to the students. *Various sub-committees were reconstituted in the Teachers' Council Meeting . *Mentoring System for students to minimize dropouts through Personal Counselling was carried out. *Students were encouraged to present papers in Departmental Seminars & participate in Departmental Quiz. *UGC sponsored Remedial Teaching was introduced to assist students in order to achieve expected competencies in core academic skills. *For paperless transaction office automation under process.

		* Feedback & suggestions were collected from Undergraduate Students (B.A/B.Sc./B.Com), Faculty members, on Curriculum coupled with other aspects of the college.
		*CCTV Surveillance System has been installed for improving overall security of the college.
		*Registration of Alumni Association for Ex-Students is under process.
		*The College campus was made Wi-Fi enabled.
		* IQAC checked and certified the API scores of eight faculty members for their re-designation under CAS.
		*UGC Sponsored one Minor Research Project was conducted by one of the faculty members of Pol. Science.
		*College obtained First Position along with some individual prizes in Govt. of West Bengal sponsored District Inter-College Youth Parliament, Quiz, Extempore Competition , 2017-2018 .
		*Cadets of NCC participated in ten (10) camps held at various locations and organized social activities –Fruit distribution among the patients in hospital etc.
		* NSS through the Regular Activity and Special Camp activity undertook various pogramme .
		* All Bengal Knockout Cricket Tournament (Private Sponsorship) – College Champian ; Inter College Sports Meet District Level .
2016-2017	Academic & Administrative	*Academic calendar for the session July 2016 – June 2017 was prepared before the commencement of new academic session .
		*Feedback collected from the students
		(B.A/ B.Sc/ B. Com.) on curriculum & teachers and teachers on the college were analyzed & necessary steps were taken for improvement.
		*Use of HRMS / IFMS portal of Govt. of West Bengal was implemented and in use for Salary processing.
		* State Govt. (West Bengal) sponsored ICT enabled one (1)

		room was made available for the purpose of teaching-learning/ seminar/ workshop etc. *State Govt. (West Bengal) sponsored 'SCIENCE FAIR' at district level was hosted on 15th-16th Dec. 2016. *Syllabus Monitoring Sub-committee was formed for successful completion of syllabus within the stipulated time frame. *UGC Sponsored three Minor Research Projects were conducted by one from the faculty members of Economics, Geography & Chemistry respectively. *IQAC-UGC Sponsored State Level Seminar on Economic Development Environment and Backward Communities in New Era. *IQAC-UGC Sponsored National Level Seminar on Relevance of Dr. B.R. Ambedkar's vision & mission: Present Scenario . *College obtained Second Position along with some individual prizes in Govt. of West Bengal sponsored District Inter-College Youth Parliament, Quiz, Extempore Competition , 2016-2017 Birbhum. *Cadets of NCC participated in nine (9) camps held at various locations and organized social activities . *College Annual Sports was organized by Student's Union on 10.03.2017.
2015-2016	Academic & Administrative	*Academic calendar for the session July 2015 – June 2016 had been prepared before the commencement of new academic session . *Online Admission was introduced to ensure transparency in the admission process. *Admission of the students were done completely on the basis of merit. *Updated prospectus had been made available to the students. * Use of ICT (Desktop/laptops& Projectors) to make the process of teaching -learning more learner-centric was encouraged.

		*UGC Sponsored two Minor Research Projects were conducted by one from the faculty members of Bengali & Zoology respectively. *IQAC-UGC Sponsored State Level Seminar on Historical Geography of Ancient to Medieval Eastern India. *Cadates of NCC participated in eight (8) camps held at various locations and organized social activities –Fruit distribution among the patients in hospital & Pulse Polio Pogramme. * NSS through the Regular Activity and Special Camp activity undertook various pogramme –Besides the preceeding year activities the additional pogramme were Science Fair organization , Closing Ceremony of Golden jubilee celebration. * Inter Non- Govt. College District Athletic & Sport Meet.
2014-2015	Academic & Administrative	*Academic calendar for the session July 2014 – June 2015 had been prepared before the commencement of new academic session . *First time Online Admission was introduced to ensure transparency in the admission process. *Admission of the students were done completely on the basis of merit. *Updated prospectus had been made available to the students. *Process of COSA (Computerisation of Salary Accounts) Was implemented. *Implementation of e - Pradhan was successfully completed. *Cadets of NCC participated in seven (5) camps held at various locations and organized social activities – World Forestry Day Celebration ,Fruit distribution among the patients in hospital & Tree Plantation. * NSS through the Regular Activity and Special Camp activity undertook various pogramme . *College Annual Sports was organized by Student's Union on 10.03.2015 .

| 2013-2014 | Academic & Administrative | *Academic calendar for the session July 2013 – June 2014 had been prepared before the commencement of new academic session .

*Offline admission of students was followed completely on the basis of merit.

*Updated prospectus had been made available to the students.

*UGC Sponsored three Minor Research Projects were conducted by one from the faculty members of Economics, Bengali & Botany respectively.

*Cadets of NCC participated in seven (7) camps held at various locations and organized social activities – Cancer awareness porgamme, Fruit distribution among the patients I hospital & Blood donation camp.

* NSS through the Regular Activity and Special Camp activity undertook various pogramme .

*College Annual Sports was organized by Student's Union on 27.02.2014 . |

File Description	Document
Any additional information	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 5

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	1	1	0

File Description	Document
Report of the event	[View Document](#)
List of gender equity promotion programs organized by the institution	[View Document](#)
Any additional information	[View Document](#)

7.1.2

1. **Institution shows gender sensitivity in providing facilities such as:**
   1. **Safety and Security**
   2. **Counselling**
   3. **Common Room**

Response:

Safety and Security:

The Institution has certain well placed safety and security measures to protect and encourage its female students to feel free and secure. These safety and security measures are as follows:

- The College is well protected from all sides by boundary walls.
- Its entrance and exit points are well guarded by security person all throughout the day and night.
- All the major and important areas of the college have been brought under CCTV surveillance for security purposes.
- The college has an Anti-Ragging Cell which reports not a single case of ragging in last 5 years.
- To protect the female students, the institution has constituted Internal Complaints Committee (ICC), following the guidelines of **"The sexual Harassment of Women at Workplace (prevention, prohibition and redressal) act, 2013"**. It is now an integral part of safety and

- security shield for the students of this college.
- The Gender Cell of the college works in tandem with other bodies to sensitize and promote gender specific issues amongst both the female and male students through various awareness programmes.
- Beside their regular activities, the NSS and NCC Units of the college are also involved in gender sensitivity programmes.
- The students of this college mostly belong to the underprivileged and poor sections of the society. Keeping in mind their health and hygiene the College provides sanitary napkins at a very low cost through a vending machine.

Counselling: Female students of the institution are primarily provided Personal Counselling through the departments. Departments counsel students who are in need for urgent help and if necessary they are sent to members of the Gender Cell for further help. In case of extreme cases, the parents of the female students are called and advised to seek the help of a professional psychotherapist.

Apart from the usual mechanism, Abhedananda Mahavidyalaya also reaches out to its female students in particular and male students in general, through its academic teaching-learning processes. Special care has been taken in classes itself to counsel students through increasing awareness in areas such as, the role of women in society, individual and the family, the rights of women, history of women empowerment, gender and social justice, role of women in India's Freedom Struggle and so on.

Common Room: The Institution has a well equipped Common Room for its female students. It is strategically located right beside the Teachers' Common Room and in front of the College Main Office to inspire a spirit of protection and safety. The number of washrooms inside the common room is four. The Common Room has its own separate water purifying unit for drinking water. The common room is well protected from outside by CCTV camera. It also has a lady attendant for closely looking after the female students. The lady attendant attends to their various needs during the college hour. To further help its female students, the institution has installed a vending machine for sanitary napkins for its female students at the Common Room itself and organizes sensitization programmes to promote and encourage its female students to lead a healthy and hygienic life.

File Description	Document
Any additional information	[View Document](#)

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 26567

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 20.99

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 912

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 4344

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)
Any additional information	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

The college takes inspiration from the ideal of "Reduce-Reuse and Recycle" on the issue of waste management. The principle is to ensure a clean and healthy college campus. College authority has adopted different waste management methods for this purpose.

- There are several dust bins for the waste which are placed at various strategic locations in the college campus. There are two dustbins separately used to collect the bio degradable waste. This is an initiative taken with the help of Botany department. The dustbins are properly labelled with proper instructions to clearly distinguish the waste and disposing the same. Most of the wastes are collected and deposited with the active and proper help of the Municipal authority's waste management section. Some of the wastes which are biodegradable in nature are separately collected and are use for vermiculture.
- Dustbins are placed in many places like in the main buidling, boys and staff hostels for the collection of wastes.
- Larger quantities of biodegradable waste are allowed to degrade or decompose by dumping it into some large pots on campus which are used for vermicomposting. Suitable place has been created, which contains few hundred earthworms in it. The bio degradable waste matter deposited in these

large pots is broken down by earthworms and produces eco-friendly organic manure. The manure thus prepared is made available to the college Botany Department for their own purposes.

- Littering is prohibited in the campus, after every programme conducted in the college, the authority cleans the premises with the help of NSS and NCC students.

Liquid Waste Management:

The liquid waste is disposed through well constructed drainage system leading to the soak pit which also collects water from wash basins and washroom.

E-Waste Management:

Electrical and Electronic waste, known as e-waste products, does not decompose or rot away. The institution is very conscious about disposing of it. E-waste is of concern mainly due to the toxicity and carcinogenicity of some of the substances if stored and processed improperly. Institution is seriously considering to locate a separate room for depositing these E-wastes, and time to time selling of these items through online or offline processes.

File Description	Document
Link for Additional Information	[View Document](#)

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Abhedananda Mahavidyalaya realizes its duty towards propagating the values of sustainable environment. The institute is located in a region which often faces acute water shortage hence we realize the importance of conservation and best utilization of water resources. The college has undertaken an initiative entitled "Green Campus" aimed at transformation of campus from dependency to sustainability with respect to water resources. Although at its initial stage college does have an effective rain water harvesting system that allows it to store and use rain water. Thus it compliments and reduces the consumption from the two bore wells that meet the general needs of water in the institution. In an attempt to harvest rain water the college maintains following mechanism:

The rain water from the top of the roofs is collected through PVC pipes and veins have been connected in series to make it a single pipe line for proper network of pipes to form a well connected pipe network delivery system. This network of PVC pipe line is the basic instrument in collecting the rain water, the network of well-connected pipes carries it to the tanks specially constructed for this purpose. There are three such tanks in the campus. Together these tanks have a large capacity. Rain water harvesting provides an independent water supply, used for several purposes, mainly in gardening. The quality of rainwater is usually acceptable for many purposes with little or even no treatment. The rain water, which overflows from the reservoir, is allowed to run into the open field, where it then gets soaked in the ground. This may help in raising the water table of the area and to maintain the landscape and vegetation of the campus. This also results in avoiding soil erosion.

The students are also encouraged to do rain water harvesting at home and are taught ways to avoid water wastage.

File Description	Document
Link for Additional Information	<u>View Document</u>

7.1.7 Green Practices
• **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
• **Plastic-free campus**
• **Paperless office**
• **Green landscaping with trees and plants**

Response:

The Institution is firmly committed towards the values of a sustainable mode of development. Hence it promotes and cultivates certain green practices that spread awareness in the surrounding community and also amongst its students and staff.

- **Cycle Stand:** Situated in a semirural and semi-urban town, Abhedananda Mahavidyalaya offers to its visitors a unique picture of a richly diversified society where most of the students and teachers still use bicycles as principal mode of communication to reach the college. For bicycles users the college has a large and spacious cycle stand. The college authority has appointed an attendant to look after the place during the college hours.
- **Public Transport:** The College is well connected by roadways (it is situated by the side of Sainthia-Labpur Highway and has a Bus-stop dedicated to it) and railways (Sainthia Junction where Asansol and Howrah Divisions of Eastern railways intersect each other is only 1.2 km away from the college). As a result of which it has ample scope for all its stakeholders to use public transport to commute freely from their homes at a regular basis. Very few individuals working or studying in this college use personal cars to commute. The main of mode of commuting is public transport of various kinds.
- **Pedestrian Friendly Roads:** The approach road that connects the main gate of the campus with the administrative and academic block is a wide pathway with large line of Deodar trees providing shade during the summer time. The pathway is clean, wide and well maintained. There is a pedestrian friendly road inside the campus as well.
- **Plastic Free Campus:** Going by the environment friendly principles promoted through its teaching learning processes, Abhedananda Mahavidyalaya has also announced its campus plastic free. It prohibits the use of thin layered plastic carry bags, plastic cups and thermocol plates inside the campus. The NSS units take active part in making the campus plastic free. The college has also announced its campus a no smoking zone.
- **Paperless Office:** As a step towards a Paperless Office the college has taken multiple initiatives:

- Electronic copies of all notices and announcements get regularly updated in the college website.
  - The office work of the institution is being done through computers as much as possible to reduce the use of papers.
- **Green landscaping with trees and plants**: The institution is the proud custodian of a huge lush green campus dotted with many trees of different values and beauty. Some of the trees are as ancient as the institution itself. Together they bestow the campus with grace, beauty and atmosphere. The college has a huge garden in its front which adds to its character. The Botany department is engaged in producing vermicompost for their use as a part of green practices.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.13

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.0	0	0.04125	0	0.07895

File Description	Document
Green audit report	[View Document](#)
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)
Any additional information	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**

7.Special skill development for differently abled students

8.Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 10

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	2	2

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

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document](#)

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory

bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 1

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	0	0

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The institution places a high value on the lives and teachings of our national icons hence it takes every opportunity to remember and celebrate the values and principles of these great personalities. College celebrates with much fervor the birth anniversaries of Mahatma Gandhi, Rabindranath Tagore, Swami Vivekananda, Netaji Subhas Chandra Bose and others. Since the college was established under the spiritual guidance of Sri Sri Thakur Satyananda Dev, the great ascetic of the Sanatan Dharma and is named after his spiritual Guru – Swami Abhedananda, the institution pays its rich tribute and homage to both these leading lights of India who established this college as a part of their spiritual mission at a remote area for the underprivileged and poor. College remembers each year Sri Sri Thakur Satyananda Dev and Swami Abhedananda on their birth anniversaries with utmost reverence and devotion. Every year on January 23rd, the NCC units of the institution observes the Birth Anniversary of Netaji Subhas Chandra Bose through

several activities like garlanding the bust of the Netaji, organizing small inspirational talk, organizing morning rally (Pravat Pheri), etc. Every year on 5th of September, the students of the institution observe the Teachers' Day with much enthusiasm as a part of their celebration of the Birth Anniversary of Dr. Sarvapalli Radhakrishnan. Various programmes are organized to remember the contribution of the great educationist. All the teachers, non-teaching staff and students participate in these events of national significance with great fervor and enthusiasm. At some events, such as the Saraswati Puja, Republic Day, Independence Day and so on, even the local community takes spontaneous part to make it a grand success. Each year on India's Republic Day and Independence Day the college observes the solemn occasions through various activities to mark the importance of these days in our national life.

File Description	Document
Any additional information	[View Document](#)

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The institution aspires to follow and achieve a high level of transparency and accountability in all spheres of its involvement and activities. Some of the good practices towards that direction are as follows:

- **Academic:**

  ○ College meticulously maintains and follows all the rules and regulations laid down by the University of Burdwan and the Government of West Bengal for transparent and accessible system of Online Admission of students. Candidates are informed about admission in various courses well in advance through publication of notices in college website. The college publishes computer generated merit list on its online admission portal. Counselling is done through a sophisticated electronic process. For any query or grievance the college has an admission help desk to communicate with the aspiring students and their parents. Mobile numbers of responsible persons, who are officially engaged in the process of admission, have been provided in the college online admission portal for quick communication.
  ○ The institution maintains a healthy academic environment by publishing its class routine, academic plans, course content distribution and other teaching/learning related matters for its students at the college website.
  ○ The institution encourages its teachers to show the evaluated answer-scripts of internal examinations for greater transparency and accountability. This practice also contributes to enhance the learner's ability by pointing out to her/him about weaknesses, strengths and areas where improvements are required.
  ○ The institution closely monitors the progress of the syllabus
  ○ All notices, announcements regarding academics of the college get duly published on the website for wide access and circulation.

- **Administrative:**

- Website Notification of all important announcements
- The University of Burdwan's Guidelines are strictly maintained in matters related to recruitment of Guest Teachers.
- Work distribution chart of the Non teaching staff
- Recruitment of Non-teaching casual staff are done in compliance with the rules and regulations set by the GB.
- Separate Attendance Registers are maintained for different categories of employees.
- Electronic Attendance system has also been introduced to increase transparency.

- **Financial:**

- All fees are collected as per the announcement made in the college Notices
- Daily and up-to-date maintenance of college ledger book.
- Regular and compulsory deposit of collected money.
- All Payments go through a mandatory final verification from the bursar.
- Regular Internal and external audit.
- Salary through electronic transaction
- Standard Practice of purchase through tender.
- Joint Signatory system for all kinds banking transactions.

File Description	Document
Any additional information	[View Document](#)

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

BP-1

Title of the Practice: Honouring the Meritorious

Objectives of the Practice: (in about 100 words)

Abhedananda Mahavidyalaya is situated in a semi urban area of a remote district in West Bengal and mostly engaged in looking after the higher education of students coming from poor, underprivileged section of the society. This aspect of our learners' socio-economic reality makes it very clear to the authority to introduce, maintain and practice a well coordinated programme to encourage the students in performing to the best of their abilities at the university examinations. In view of this, the college introduced a programme to encourage and honour the students who achieve the best result after the completion of their respective three years undergraduate honours courses.

The Context: (in about 150 words)

Every year during the Freshers' Welcome Programme, the college authority felicitates its toppers from different disciplines with memorial medals. Students who secure best results in their respective disciplines after the successful completion of their undergraduate courses are duly honoured in the presence of a cheering crowd. During its inception in 2001, only the students of Bengali Honours were brought under its purview. Subsequently students from four more honours disciplines - Accountancy in 2003, Physics in 2004, English in 2009, and Mathematics in 2012 were added in this programme.

One of the biggest challenges of Higher Education is to keep the young learners motivated throughout the teaching-learning process. This programme is structured in such a way as to motivate, encourage and admire the meritorious students to inspire them further. It would not be wrong to add here that the programme has also imbibed in the students a sense of healthy competition. The choice of Fresher's Welcome as the occasion for conferring the medals upon the meritorious students has dual purposes: firstly, it encourages and motivates the new students as well; secondly it creates a bond between the outgoing and incoming students and creates a sense of tradition. The whole idea behind this practice is to prepare all our students for the outside world. It teaches them to be sincere, motivated and relentless in their pursuit of knowledge.

The Practice: (in about 400 words)

The good practice of honouring the meritorious was introduced in 2001, with generous help from a noble person – Sri Bimalendu Bhattacharya. In the year 2000, Sri Bhattacharya donated an amount of Rs. 10,000/- towards the creation of an Endowment Fund. At its initial stage, the purpose of this Endowment Fund was to award the student securing the highest marks in Bengali Honours. Sri Bhattacharya donated the amount in the loving memory of his son, Sri Subhasis Bhattacharya, thus the Medal given to the topper from Bengali Honours is named *"Subhasis Memorial Medal"*. The initiative became a reality in 2001. In the year 2002 another noble person - Dr, Bhaskar Kumar Kayari came forward to contribute an amount of Rs. 10,000/- towards the Endowment Fund for a memorial medal for the student securing best result in Accountancy Honours. Dr Kayari donated the amount to pay tribute to the departed soul of his father– Sri Gopinath Kayari, thus the Medal given to the topper from Accountancy Honours is named *"Gopinath Kayari Memorial Medal"*. However to receive the Memorial Medal for Accountancy, the student has to qualify his/her undergraduate course with First Class marks. The *"Gopinath Kayari Memorial Medal"* was introduced in 2003. A medal was also introduced for the students of Physics Honours in 2004 with the donation coming from Dr Apurba Kumar Ghosh who wished it to be named after his mother Smt. Bindubasini Ghosh – thus the medal for Physics is named *"Bindubasini Ghosh Memorial Medal"*. However, like in Accountancy (Hons.), the student securing highest marks in Physics Honours has to pass the examination with First Class to receive the medal. *"Chandranath Chakraborty Memorial Medal"* was introduced in the year 2009 for the student securing highest marks in English Honours. Smt. Nilima Chakraborty, wife of Sri Chandranath Chakraborty, gave generous financial assistance to initiate the introduction of this Medal. A medal was also introduced in 2009 for the student getting highest marks in Mathematics honours with the generous financial assistance from Sri Deb Kumar Ghosh who wished the Medal to be named after the loving memory of his father – Sri Taranidhar Ghosh. Thus the Medal for Mathematics honours is called *"Taranidhar Ghosh Memorial Medal."*

Since its inception the Medal Giving Ceremony (as an integral part of Fresher's Welcome Programme) has become a very successful part of the college's academic life. It has brought cheer, enthusiasm and energy amongst the students. The college takes special care to run this programme as efficiently as possible to bring the best out of its students.

Evidence of Success: (in about 200 words)

It has been quite a discernible fact over the years that the recipients of these Medals have proved themselves worthy in their respective academics fields. Most of them have gone on to successfully complete their further higher studies at the universities and institutes across the country and are well placed in their lives. They inspire our present students to do well for themselves as well. This is one continuous practice that has given the college a much needed academic tradition and strength. It has created a legacy of its own and continues to enhance the teach-learning ambience of the institute.

Problems Encountered and Resources Required: (in about 150 words)

One of the basic challenges of any good practice is to hold on to what one has already achieved and to further expand the scope of that good practice. One could easily see how this practice of honouring the meritorious has been received by the students in general. However, down the years keeping up this practice has not been without its stumbling blocks. One of the major areas of concern is the fund. The cost of gold plating of the medals and other expenses are getting increasingly higher which in effect means that the college needs further supply of funds to keep this practice running in future. The institution realizes and accepts the challenge. It is determined to mobilize more resources for this purpose to make this practice ever so strong and effective. Infusion of funds will surely help the institution to introduce Medals for the students who are obtaining highest marks from other disciplines as well. The college is seriously contemplating to introduce this type of incentive programme for students of all other disciplines in near future.

Notes (Optional): (in about 150 words)

BP-2

Title of the Practice: Towards an Academic Excellence

Objectives of the Practice: (in about 100 words)

The objective of having an Academic Blueprint is to ensure Clarity, Parity and Understandability. The idea is to maintain transparency with students regarding the academic approach of the institution and its teachers. The aim is to make the whole academic experience convenient, open, easily accessible and comprehensible for the learners. The institution, having identified a major section of its pupils as having inadequate academic aid at home or from their surroundings, has conceived this practice to break a seemingly intimidating and complex method into simple understandable and easily consumable parts.

The Context: (in about 150 words)

Optimum outcome is the fruit of consistent labour and prior preparedness. A simple chalked-out plan before the actual student-teacher academic interface can lead to higher efficiency and effectiveness in the use of time and other resources. With the new Choice Based Credit System (CBCS) having been instated, institutions with inadequate staff, infrastructural facility and students comprising of first or second generation learners in large numbers, have faced some challenges. Even faculty members long accustomed to the previous method of teaching and evaluation in certain cases have expressed the wish for aids that

would enable them to work in parity with others in the implementation of the new system. The institution then through a consensus found the need of a planned course of action and envisaged its merit in better management of Choice Based Credit System (CBCS) with its regular internal assessments, attendance calculations and diversified course combinations and content.

The Practice: (in about 400 words)

Through a consensus in the administrative and academic body this practice has been initiated in our college in the following ways:

- **Academic & Lesson Plans:** With launching of the Choice Based Credit System since 2017 the many departments of Humanities Science and Commerce have come together and decided to prepare Academic Plans for all courses in the system. This plan with little variations as per the subject, has a basic structure which contains necessary details like- the sequence of topic to be taught, the number of lectures and duration for each topic, the tentative time, topic and method(s) for Internal Assessments and such.

Topic based lesson plans were proposed to have them given to the students before the said area is taken up in a class lecture. This was with the idea of ensuring a prior preparation and better understanding. These topic based plans also help in better management of the text, help the teacher in keeping a track and covering all necessary area/nuances of the text, and the student in understanding how the topic can be broken into simple lucid concepts.

- **College Website:** The College website is regularly updated and used for prompt circulation of an array of vital information
- They are topic based study materials prepared personally by teachers and uploaded in the college website for the easy access of students. These modules are particularly for topics with less available resources and are structured in a way to give the pupils a study material containing in somewhat detail the background, relevance, key issues/themes, further reading list of an area in the syllabus.
- Apart from e-modules other critical/ secondary reading material for the comprehensive understanding of the text is also kept and distributed by some teachers in the class. Since bound by limited lectures extensive and elaborate reading of a topic is not always possible, the same is sought to be achieved by the distribution of these resources in print and/or digital format
- **E-Mediums of Exchange:** Easily and widely accessible devices/platforms (eg. Whatsapp Groups, email) are used to reach students outside the class to keep them posted with essential academic information and important notification well in time.
- **Question Banks:** Questions of previous years university examinations are kept by individual departments and shared with students for ready reference regarding the pattern of semester-end exam. Many departments of the college have also been able to prepare question banks for objective mark questions that constitute 1/3rd of the total marks in the C3 exam.
- **Syllabus Monitoring Committee (SMC):** It has been instated to ensure that syllabus is satisfactorily covered well within time. It seek to achieve the same by taking reports time to time from individual departments and also holding meetings with them to assist/direct them when required.

Evidence of Success: (in about 200 words)

Higher Education institutions require optimum utilization of resources, of which time is of vital

consequence. To effectively manage time in producing consistently qualitative result is one of its primary goals. With the practice of having an Academic Blueprint this has been achieved to a large extent. Planning is an essential prerequisite for success, and when all members of an institution direct their ideas and efforts towards a common goal it also fostered camaraderie. This team spirit allayed fears, hesitations out of individual shortcomings and strengthened confidence

Since students were privy to the evaluation method well in advance through academic plans, their approach to new ideas like seminars and class discussions was quite enterprising. The assignments prepared by them showed clear evidence of more preparation and critical thinking. Also they have been found to come more prepared in class as they are aware of the sequence of the topics to be taught and discussed in the upcoming lectures. This in turn becomes quite engaging and encouraging for the teacher as well.

Syllabus could be covered well in time across all departments and internal assessments, preparation of result could be more methodically carried out.

Problems Encountered and Resources Required: (in about 150 words)

It needed more technical orientation and initiation. Indispensible prerequisites were computers with internet connection and basic knowledge of Microsoft word, Excel, and Preparing Power Point Presentation. It took time to make all of us get accustomed to the idea of penning frameworks of tasks which in real time would happen later and to realize the benefit of it. A special body had to be instated, the Syllabus Monitoring Committee (SMC), that would help in teasing out its salient components, and to guide and all the members to make it functional. It has to be ensured that the college website is regularly kept updated, the interface easy and accessible, in certain sections to have it bi-lingual, and the web page free from spyware/malware. This method however does not work in stasis, new ideas to better gain the objective are and have to be constantly tried out in this dynamic practice.

Notes (Optional): (in about 150 words)

File Description	Document
Link for Additional Information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The core idea which motivates and sets in motion all the activities of our institution is emphasis on human values and service to society. The guiding and driving force behind the education we impart to our students is to produce enlightened individuals who are aware of their duties as world citizens. Whereas success of an individual is important, it is incomplete unless we are better human beings. These are the values of understanding ones duty, and a sense of propriety, justice and gratitude.

To think beyond narrow confines of caste, class, creed, or gender and be human. To live with dignity and integrity and respect the right for the same in others is the primary thrust of the core values that Abhedananda Mahavidyalaya seeks to imbue in young minds, the future of our nation and the world. Nurturing pupils with ethics and value based pedagogy we hold the faith that they will uphold them and contribute to the community in their own capacity and in all their future fields of activity.

We nurture and harbor these ideals in our college by foremost ensuring fellow feeling and a spirit of cooperation. These are developed through activities like organizing rallies with large student participation, camps, inclusion of student representatives in vital committees like, Admission Committee, Academic Advisory committee, Library Committee, Student Welfare Committee, Internal Complaint Cell and Committee for Environment and Sustainability. Students are treated as important stake holders of the institution and their suggestions are valued in taking important decisions. This sets a good example before them where they learn to incorporate the same approach in their lives. The idea is to make students realize and value the beauty and benefit of bringing different minds, approaches and energies together in co-operative ventures. They are trained to be patient, value opinions, be respectful, as they understand the value of camaraderie. A reflection of this can be seen in the platforms for debates and discussion like, the Youth Parliament Competition that our students participate in and excel. Apart from individual winners, a team of the students of Abhedananda were recently awarded the first prize for their notable performances in both the Divisional and District Level Youth Parliament (2017-18) organized by the Department of Parliamentary Affairs, Government of West Bengal.

Abhedananda Mahavidyalaya is a co-educational institution which dedicatedly fosters the ideal of gender equality. Students are always encouraged to participate in any activity they wish to without considering gender identity as any kind of barrier. We instill the ideal of mutual respect among the sexes and respecting the right to live with dignity. As in academics the girls of our college are actively engaged in other co-curricular activities as well and have made the institution proud with recognitions and awards. Cadet Suman Khatun made our college proud representing her NCC Directorate at the Annual NCC Republic Day Camp and the Prime Minister's Rally held at New Delhi from 01 January to 29 January 2015. She was also awarded the Governor of West Bengal's Silver Medal for Best Cadet.

Girls and boys are equally encouraged to participate in activities inside and outside the classroom. This is done to make them value the strength of the other sex, prepare them to work shoulder to shoulder, with confidence, and mutual respect. To mention one instance among many, as the Men's Team of the college was the Champion in the West Bengal Inter College Athletic Meet, 2015, the same year the Women's Team also won the Champion trophy for their excelling performance in the District Athletics and Football Championship, 2015.

The successful implementation of the Kanyashree Prakalpa, providing financial freedom to girl students to pursue higher education, has also been achieved to set a good precedent for the students and the community at large. The initiative taken by the Government of West Bengal to improve the life of women by enabling them to be educated has been sincerely welcomed and has been executed to provide a large number of girl students with financial aid. The institution received the recognition of best implementation of the initiative in the District for the same. That the college has been able to champion this value is also felt by the female staff members as they find the workplace to be gender sensitive and a free space where they can work to their excellence without inhibitions.

We see ourselves as an integral part of the community and understand that no progress can take place in isolation. True achievement is when we take cognizance of our community and contribute to it as we strive

for excellence. Our institution therefore fervently fosters philanthropic ideals. These ideals motivate our students with the assistance and guidance of the teachers to organize activities for the welfare of our locality. Ardently believing in the cause, they reach out in no mean numbers to organize awareness programmes, in sharing the valuable resource of knowledge as a part of community work, with the aid of the NCC and NSS units of the college, in the Sainthia Municipality (Ward no. 06 and 07). These welfare initiatives are not always limited to the locality, at times of grave crisis brought by natural disasters, students come together to raise funds to be sent as Relief Aid, as for the Kerala Relief Fund recently.

Abhedananda Mahavidyalaya has always believed in the need to nurture the values of camaraderie, compassion, care, and a united community. Motivated by these ideals and directed by its vision of seeing its students as liberated but responsible world citizens, the college attempts to shape all its activities accordingly.

File Description	Document
Link for Additional Information	[View Document](#)

5. CONCLUSION

Additional Information :

- The number of working days of the Institute is on the ascending state inviting more intense work culture
- GB members are from the diverse community i.e., saint (ex-student), doctor (ex-student), social worker (Hon'ble President of GB ,ex-student), staff (ex-student) and teachers
- Faculties have international exposure, recognition and publication
- Among faculty & staff members, many are of our ex-students
- The automation of the library is underway.
- Modernization of conventional classrooms has been undertaken through introduction of ICT enabled classrooms.
- The infrastructure of the college is sensitive to the requirements of differently abled students and staff members by introduction of ramp and rail
- Institute has maintained a golden register of visitors of eminent personalities like Dr. Ananda Mohan Chakrabarty, an Indian –American microbiologist

- One of the major strengths of the institution is its Alumni association dt.19.06.2019
- Well-equipped science laboratory (Physics) run by a faculty out of major research project.
- In NCC and NSS units besides boys a good number of girl students are also enrolled.
- Office automation is underway.
- College web-site is re-structured.
- Institute has earned reputation at District & State level sports several times.
- Due to paucity of fund the Institution is in quest of State Govt. aids to install PVC as an alternative source of energy**.**

Concluding Remarks :

Established in 1965 and named after a direct disciple of Sri Ramakrishna Paramahansa Deva, Swami Abhedananda, the college has traversed a long way in imparting comprehensive education to young, enthusiastic students from diverse social stratification. Through the various social extension programmes, the college aspires to nurture and advance the legacy of, Swami Abhedananda who plunged into intense social welfare and the spread of education during his life time. Since inception the college has kept its keen vigil in the development of its academia and infrastructure keeping in view of realizing the mission and vision of the college. To achieve this fundamental aim of the institution all members of the Governing Body, the Teacher-In-Charge and Teaching and Non-teaching Staff of the college work in a holistic relationship. To tweak the quality of institute's education curriculum is regularly upgraded and digitized through innovative teaching and learning methods as well as a transparent feedback system from stakeholders. For dissemination of knowledge the faculties are encouraged to participate in National and International conferences, seminar, publication and active research. The highly flexible curriculum combined with the commitment of staff and administration, the support of alumni association and high level of students engagement in their learning as well as social extension programme have all contributed to the overall development of the institution. All the stakeholders sedulously work together to further improve the infrastructural and academic parameters thereby enhancing the institution's unflinching effort to achieve the status of 'centre of excellence' in near future.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.3	Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years 1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years Answer before DVV Verification: *table below* Answer After DVV Verification : *table below*
1.2.2	Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented 1.2.2.1. Number of programmes in which CBCS/ Elective course system implemented. Answer before DVV Verification : 18 Answer after DVV Verification: 6
1.3.3	Percentage of students undertaking field projects / internships 1.3.3.1. Number of students undertaking field projects or internships Answer before DVV Verification : 422 Answer after DVV Verification: 410 Remark : DVV has not considered internship certificate receive from same college provided by HEI.
2.1.2	Average Enrollment percentage (Average of last five years) 2.1.2.1. Number of students admitted year-wise during the last five years Answer before DVV Verification: *table below* Answer After DVV Verification : *table below*

1.1.3.1 Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
5	5	5	5	4

1.1.3.1 Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

2.1.2.1 Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3210	3466	3451	3342	3357

2.1.2.1 Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3209	3466	3451	3342	3357

2.1.2.2. Number of sanctioned seats year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
7744	7345	6917	6489	6435

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
7744	7345	6917	6489	6435

Remark : Admission report for the year 2018-19 not provided by HEI.

2.1.3	Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years 2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years Answer before DVV Verification: _table 1_ Answer After DVV Verification : _table 2_ Remark : DVV made the changes as per report of students admitted from the reserved categories by HEI.

table 1:

2018-19	2017-18	2016-17	2015-16	2014-15
996	1221	1740	1296	1147

table 2:

2018-19	2017-18	2016-17	2015-16	2014-15
995	996	1221	1740	1296

2.2.3	Percentage of differently abled students (Divyangjan) on rolls 2.2.3.1. Number of differently abled students on rolls Answer before DVV Verification : 6 Answer after DVV Verification: 0

2.4.4	Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years 2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
13	2	3	2	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	1

Remark : DVV made the changes as per certificate for 2014-15 provided by HEI and DVV has not considered offer letter and mail copy provided by HEI.

3.1.1	Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

3.1.1.1. Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	2.35	4.6	39.65	6.81

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
32.81	0	3.35	0.31	5.42

3.3.3	Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
8	7	11	15	16

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
7	5	7	6	6

3.3.4	Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

3.3.4.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	1	5	9	5

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	0	2

Remark : DVV made the changes as per first page of books for 2014-15, 2017-18 and 2018-19 provided by HEI.

3.4.2	Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years 3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
1	2	1	1	0 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
0	2	1	1	0 | Remark : Award letter received for extension activities for the year 2018-19 not provided by HEI.
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3.4.3	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 last five years 3.4.3.1. Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
7	9	12	9	8 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15	
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| 4 | 5 | 9 | 6 | 5 |

Remark : DVV has not consider Birth anniversary of Swami Vivekananda for the year 2014-15, 2015-16, 2016-17 and 2017-18.

| 3.4.4 | Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years |

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
195	191	151	68	64

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
154	74	268	68	64

Remark : DVV made the changes as per report of students participating in extension activities with Government Organisations, Non-Government Organisations provided by HEI.

| 4.1.4 | Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years. |

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3.90	4.07	3.55	3.40	3.40

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	3.9	4.07	3.55	3.4

Remark : DVV made the changes as per expenditure of budget allocation for infrastructure augmentation for the year 2014-15, 2015-16, 2016-17 and 2017-18 provided in 4.4.1 duly signed by CA and expenditure of budget allocation for infrastructure augmentation for the year 2018-19 not provided by HEI.

| 4.2.4 | Average annual expenditure for purchase of books and journals during the last five years (INR in |

Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2.33370	1.74527	0.14812	0.00790	0.17030

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	2.33	1.75	0.15	0.01

Remark : Annual expenditure for purchase of books and journals for 2018-19 not provided by HEI.

| 4.2.6 | Percentage per day usage of library by teachers and students |

4.2.6.1. Average number of teachers and students using library per day over last one year
Answer before DVV Verification : 44
Answer after DVV Verification: 41

Remark : DVV has made the changes as per average of student using library in provided log book.

| 4.3.3 | Available bandwidth of internet connection in the Institution (Lease line) |

Answer before DVV Verification : 5-20 MBPS
Answer After DVV Verification: <5 MBPS
Remark : Provided invoice does not reflect internet speed provided by HEI.

| 4.4.1 | Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years |

4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
11.44	23.23	24.45	15.39	14.31

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	11.44	23.23	24.45	15.39

Remark : DVV made the changes as per expenditure of maintenance of physical facilities and

	academic support facilities for the year 2014-15, 2015-16, 2016-17 and 2017-18 duly signed by CA and expenditure of maintenance of physical facilities and academic support facilities for the year 2018-19 not provided by HEI.
5.1.1	Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years 5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years Answer before DVV Verification:

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2012	1926	2373	1702	1766

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2011	1925	2372	1701	1765

Remark : DVV has not consider list of students for benefited by scholarships and free ships provided by HEI.

5.2.1	Average percentage of placement of outgoing students during the last five years 5.2.1.1. Number of outgoing students placed year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
12	12	4	4	3

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
5	6	2	0	2

Remark : DVV made the changes as per placement certificate of outgoing students provided by HEI. And placement certificate for the year 2015-16 not provided by HEI.

5.2.3	Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ 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: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3	9	3	3	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
3	9	1	0	2

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
10	22	13	15	9

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
10	22	13	15	9

Remark : DVV has not considered fellowship letter and certificate for the year 2019-20 provided by HEI.

5.3.1	Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years. 5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years Answer before DVV Verification: | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 | | 0 | 1 | 0 | 0 | 1 | Answer After DVV Verification : | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 | | 0 | 0 | 0 | 0 | 0 |
5.3.3	Average number of sports and cultural activities/ competitions organised at the institution level per year 5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years Answer before DVV Verification:

Within 5.3.1:

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	0	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Within 5.3.3:

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

| 8 | 7 | 7 | 8 | 5 |

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1	1	1

Remark : DVV has not considered Independence day, Netaji subhash birthday for 2017-18 and reports for 2018-19 not provided by HEI.

5.4.3	Number of Alumni Association / Chapters meetings held during the last five years
	5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	2	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	2	0

Remark : Some documents are in regional language.

6.3.4	Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4	4	3	5	8

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
4	3	3	5	8

6.5.3	Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five

years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
5	5	3	2	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	1	0

Remark : DVV has not considered Awareness Program on Environmental Issues-Plastic Free Zone and Special lecture on Swami Vivekananda and the Culture of Peace and "Seminar on Feedback to be collected from the students (B.A/ B.Sc/ B. Com.) on curriculum & teachers and teachers on the college .

| 7.1.1 | Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	1	1	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	1	1	0

Remark : DVV made the changes as per program reports provided by HEI. |

| 7.1.8 | Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0.0	0.04125	0	0.07895	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15

0.0	0	0.04125	0	0.07895

Remark : DVV made the changes as per expenditure of green initiative for the year 2014-15 and 2016-17 duly signed by CA.

7.1.17	Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	1	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	0	0

Remark : DVV made the changes as per activities report provided by HEI.

2.Extended Profile Deviations

ID	Extended Questions
1.2	Number of programs offered year-wise for last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
18	17	17	17	17

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
6	6	6	6	6

2.1	Number of students year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3210	3466	3451	3342	3357

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3209	3210	3466	3451	3342

2.2	Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3088	2856	2428	2019	1813

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3087	996	1221	1740	1296

2.3	Number of outgoing / final year students year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
586	611	670	778	736

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
585	368	500	626	626

3.1	Number of full time teachers year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
32	33	24	21	23

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
31	32	33	24	24

4.3	Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
12.49	24.16	24.8	15.81	14.8

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
12.48	12.49	24.16	24.8	15.81