



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>SYAMAPRASAD COLLEGE, KOLKATA</b>
• Name of the Head of the institution	<b>Tanmoy Biswas</b>	
• Designation	<b>Vice Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>03324551738</b>	
• Mobile No:	<b>9062032387</b>	
• Registered e-mail	<b>syamaprasadcollege@gmail.com</b>	
• Alternate e-mail	<b>iqac.syamaprasadcollege@gmail.com</b>	
• Address	<b>92, S. P Mukherjee Road (Main building), 5/B R Dasgupta Road (Annex building)</b>	
• City/Town	<b>Kolkata- 700026</b>	
• State/UT	<b>West Bengal</b>	
• Pin Code	<b>700026</b>	
<b>2.Institutional status</b>		
• Affiliated / Constitution Colleges	<b>Affiliated</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	University of Calcutta				
• Name of the IQAC Coordinator	Dr. Avijit Sen				
• Phone No.	03324551738				
• Alternate phone No.	03324557671				
• Mobile	9123800281				
• IQAC e-mail address	iqac.syamaprasadcollege@gmail.com				
• Alternate e-mail address	syamaprasadcollege@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.syamaprasadcollege.in/wp-content/uploads/2024/01/AQAR-2019-2020-FINAL-PDF.pdf">https://www.syamaprasadcollege.in/wp-content/uploads/2024/01/AQAR-2019-2020-FINAL-PDF.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	No				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.syamaprasadcollege.in/academic-calender/">https://www.syamaprasadcollege.in/academic-calender/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.03	2013	08/07/2013	07/07/2018
<b>6.Date of Establishment of IQAC</b>			01/10/2012		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
SYAMAPRASAD COLLEGE	SALARY ALLOWANCES AND RETIREMENT BENEFITS	STATE GOVERNMENT	2020-21 (365 days)	57,276,315	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		

<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>3</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
A dedicated website for showcasing the activity of IQAC during the year.	
Using google form various data is collected for making current AQAR report from faculties and staffs.	
Student feedback or Student Satisfaction report from the outgoing students.	
Encouraging different departments to organise seminars on different topics of growing interests.	
Encouraging Cultural wing to conduct various programs involving Faculties and students.	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	
Plan of Action	Achievements/Outcomes
Independent website for IQAC	A dedicated website is developed and maintained by IQAC coordinator to showcase various activities and the link is provided in the main college

	website.
Extra curricular activity	The IQAC encourages all the students and faculties to participate in various activities throughout the year. All the events are properly notified to all the stakeholders and documentation is maintained.
Organising webinar and seminar on different fields of interest	An Webinar: GLOBAL WARMING AND CLIMATE CHANGE: IMPLICATIONS FOR INDIA, An Webinar: Partition Revisited: Reflections in Literature and History
Organising various cultural and social events throughout the year	Syamaprasad, Swami Vivekananda and Netaji Birthday Celebration, Republic Day, Student Week Observation are done among many others.
Teaching and exam procedure	Since this year has been heavily impacted by pandemic, a major changed occurred in the normal procedure of academic activity. This has been tackled successfully incorporating all the faculty members in a fully DIGITAL mode to take the classes on ICT equipments and running the exams process using Google Form. This has been done with hands on training for all the faculties and staffs.
Data collection from faculties using google form	A comprehensive google form is designed to collect data from all the faculties in a regular basis.
Student satisfaction survey using google form	A comprehensive report on Student satisfaction survey is made from the feedback of outgoing students.
<b>13. Whether the AQAR was placed before statutory body?</b>	No

<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-21	27/02/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
NEP has been implemented only in 2023.	
<b>16. Academic bank of credits (ABC):</b>	
NEP has been implemented only in 2023.	
<b>17. Skill development:</b>	
NEP has been implemented only in 2023.	
<b>18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
The college always uses a multilingual format of teaching for the benefit of the students coming from different communities.	
<b>19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):</b>	
NA	
<b>20. Distance education/online education:</b>	
NA	

## Extended Profile

### 1. Programme

1.1

7

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

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

**2.Student**2.1 3482

Number of students during the year

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

2.2 864Number of seats earmarked for reserved category as per GOI/ State  
Govt. rule during the year

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

2.3 1214

Number of outgoing/ final year students during the year

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

**3.Academic**3.1 30

Number of full time teachers during the year

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

3.2 0

Number of Sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>7</b>
Number of courses offered by the institution across all programs during the year	

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

### 2. Student

2.1	<b>3482</b>
Number of students during the year	

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

2.2	<b>864</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

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

2.3	<b>1214</b>
Number of outgoing/ final year students during the year	

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

### 3. Academic

3.1	<b>30</b>
Number of full time teachers during the year	

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

3.2	0
Number of Sanctioned posts during the year	

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

<b>4.Institution</b>	
4.1	32
Total number of Classrooms and Seminar halls	
4.2	122.49043
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	45
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The current curriculum is planned and designed by the responsible authorities of the affiliating Calcutta University and the institute follows the curriculum completely. The college gives full responsibility to the Academic Committee and IQAC to oversee the implementation of the semester system which the University had already introduced in all the streams namely, science, arts and commerce. Since the college operates science classes in the day section and arts and commerce are held in the evening sections, a different routine committee finalizes the schedule after consulting with heads of the departments of all the departments and IQAC and HEI. The committee ensures the class-distribution for the students, work-load of the faculty members are done as per UGC guidelines and optimized in the available infrastructure. The student admission and registration data, and exam related data are digitally stored by the admission and exam committee of the college, respectively and supervised by HEI and IQAC. Although due to the unfortunate pandemic, most of the academic session was run



in online mode, still the college administration and faculty members transformed themselves to ensure all the academic processes are duly followed and all the stakeholders of the college are satisfied.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://sites.google.com/view/igac-spc/notices">https://sites.google.com/view/igac-spc/notices</a>

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

The college adheres to the academic calendar provided by Calcutta University. As per the academic calendar and guidelines of the University, Internal Assessments, Tutorials, Project evaluations are conducted in due time under the supervision of College Exam committee and IQAC. Continuous Internal Assessment reviews are given to HEI for further action.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="#">NIL</a>

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

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

34

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

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

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

0

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

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

0

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

0

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

### 1.3 - Curriculum Enrichment

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

The Institute has made all efforts to build a healthier and more harmonious working environment.

#### Gender -

- To prevent sexual harassment at workplace and to empower women employees, the Institute has constituted Women Empowerment and Anti-Sexual Harassment Committee as per Bisakha Guidelines.
- Every year, the Institute and IQAC organise seminars to celebrate Women's Day to discuss women's contribution to societal growth and nourishment.
- Equal opportunities are extended to all in every aspect of teaching and learning. Currently women members are spearheading many departments as HOD and various committees including GB.

#### Environment and Sustainability -

- "Environmental studies" is included as a subject in the regular curriculum of CU.
- Moreover, the college encourages departments to organize environment related seminars and students are given ample opportunity to interact with the resource persons to learn about the potential hazards of climate change.

#### Human Values and Professional Ethics

- IQAC believes all the college faculties take pivotal roles in shaping the young buds to a high morale of human values and professional ethics apart from developing their academic standard.
- The Institute regularly organizes birth anniversaries of great personalities, National & State festivals, etc. to boost morality and awareness among the staff & students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://www.syamaprasadcollege.in/naac/sss/">https://www.syamaprasadcollege.in/naac/sss/</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

1800

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

209

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The class teacher, mentors and HOD try to identify the slow learners & advanced learners by tracking their academic performance in the IA tests conducted.

Slow learners: The IA marks and attendance of the slow learners are communicated to them and special class or review/tutorials are arranged after mutual agreement. During the pandemic, study materials are given for many departments, where they can consult the notes.

Advanced learners: The mentors identify their interest and talents and motivate them to participate in various competitions.

File Description	Documents
Link for additional Information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

Number of Students	Number of Teachers
3482	30

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

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Institute in consultation with IQAC is encouraging different faculty members to choose different student centric learning methods which includes seminars, mini projects, paper presentations, poster presentations, etc.

#### Experiential learning:

Students in the lab-oriented subjects are encouraged to model their experiment to accommodate their understanding of the course. Connectivity and collaboration with industry for some departmental students are in process to enrich the student with internships in industries and industrial visits as a part of industry institute interaction.

#### Participative learning:

Students are motivated to participate in Quiz Competitions, Paper Presentation, Technical Seminars to have an overview of the frontiers of research and learning processes.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="#">NIL</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The role of Information and communication technologies (ICT) in the teaching-learning process ensures that students play an active role in the learning process. During the pandemic, the whole college systems and personnel transformed themselves to go into

online mode and ran the college quite successfully. All the faculty members, including the senior faculty members, were compelled to adjust themselves with the new challenges and it proudly can be said they emerged with flying colours.

- **Online Classes:** Faculty are engaged in the online classes by using Google Classroom and Google Meet softwares.
- **PowerPoint presentations:** Faculties are encouraged to use PowerPoint presentations for demonstration purposes along with board work when necessary.
- **Online quiz:** Faculties are encouraged to prepare online quizzes for students during the teaching process.
- **E-material:** Recordings of video lectures and e-material in pdf or PowerPoint are provided for some departmental students for long term learning and future reference.
- **Virtual Lab:** Students of lab subjects are encouraged to use various virtual platforms or simulators involving their syllabus material in reputed virtual labs developed by IITs and encouraged by mHRD. This worked as a miracle, particularly during pandemic times in the absence of physical labs.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">NIL</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

0



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

## 2.4 - Teacher Profile and Quality

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

30

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

19

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

383

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college adheres to the academic calendar provided by Calcutta University. As per the academic calendar and guidelines of the University, Internal Assessments, Tutorials, and project evaluations are conducted in due time under the supervision of the Exam committee and IQAC. The Institute maintains a very strict, impartial, impersonal, confidential, and vigilant approach to the smooth conduct of IA tests, aided by in-house supervision, strictly adhering to university norms. Most of the department teachers discuss the evaluation report with their students, and advice is given for further improvement. Since the pandemic, most of the internal exams are conducted in online mode through Google Form, strictly following the norms and conditions as laid out by UGC and Calcutta University guidelines. Continuous Internal Assessment reviews are given to HEI for further action.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">NIL</a>

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

Any grievances related to the question paper at the university are promptly communicated to the university.

Any grievances related to the question paper of the internal, tutorial, or project organised by the department of the college are addressed with the utmost care and vigilance by the HOD or HEI.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">NIL</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) for all programmes are well communicated with students in person by the faculty members. The HODs, along with the faculty members, provide information to students, raise awareness, and stress the importance of achieving the goals. Specified skill requirements are to be met by students at the micro level and by the end of the programme, their performances are assessed by the respective faculty members.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.syamaprasadcollege.in/naac/learning-outcome/">https://www.syamaprasadcollege.in/naac/learning-outcome/</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Syamaprasad College offers undergraduate courses in Commerce, Sciences, and Humanities. The evaluation methods include both direct and indirect measures. Direct assessment involves a combination of internal assessment and end-semester examinations, with specific weights for attendance and class tests. Practical experiments in well-equipped laboratories and viva-voce assessments are also part of the evaluation process. Indirect measures include the attainment of programme outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">NIL</a>

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

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

1263

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="#">NIL</a>

### 2.7 - Student Satisfaction Survey

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

<https://www.syamaprasadcollege.in/naac/sss/>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">NIL</a>

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

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

0

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

## 3.2 - Research Publications and Awards

<b>3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year</b>	
<b>3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year</b>	
11	
<b>File Description</b>	<b>Documents</b>
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>
<b>3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year</b>	
<b>3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year</b>	
5	
<b>File Description</b>	<b>Documents</b>
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>
<b>3.3 - Extension Activities</b>	
3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
Could not be organised during the year for the pandemic unlike the previous years.	
<b>File Description</b>	<b>Documents</b>
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded
<b>3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year</b>	
<b>3.3.2.1 - Total number of awards and recognition received for extension activities from</b>	

**Government/ government recognized bodies during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year****3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year****3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

0

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities



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

Ensuring a robust teaching and learning infrastructure at Syamaprasad College is paramount. Classrooms isoptimized in space and integrated technology for interactive lessons. Laboratories upholds safety standards and provide up-to-date tools for practical learning. The library offers extensive physical resources, fostering collaborative study spaces. Modern computing equipment, coupled with reliable IT support, is available. Recreational spaces, accessibility features, and inclusive designs contribute to a holistic learning environment. Syamaprasad College's commitment to security measures, emergency response, and regular maintenance ensures operational continuity. Adaptable learning spaces and a strong online infrastructure align with evolving educational trends.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">NIL</a>

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

Institute includes following facilities -

**Cultural Activity: Air conditioned Auditorium**

The College has the following audio-video equipment for cultural activities:

Sound System, CordlessMicrophone, Projection Screen, Digital Still and Video Camera, Podium, Projector

**Indoor Sports Facilities:**

Table Tennis court, Carrom Board

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">NIL</a>

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

5

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

5

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">NIL</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

122.49043

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

#### 4.2 - Library as a Learning Resource

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

<b>Nil</b>	
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for Additional Information	<a href="#">NIL</a>
<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>E. None of the above</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
<b>0</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<b>No File Uploaded</b>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
<b>0</b>	

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

### 4.3 - IT Infrastructure

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

Syamaprasad College is committed to maintaining cutting-edge IT facilities, frequently updating its infrastructure, including Wi-Fi services. This dedication ensures that students and faculty have access to modern technology for research, online learning, and collaborative projects. By staying current with IT advancements, Syamaprasad College creates an environment that supports seamless connectivity and enhances the overall educational experience. This proactive approach to IT updates aligns with the evolving demands of technology in education, providing a foundation for a dynamic and digitally enabled learning environment at the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">NIL</a>

#### 4.3.2 - Number of Computers

45

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

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

122.49043

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college tries to provide its students, faculties and staff with maximum facilities and technical support optimizing its available infrastructure.

Maintaining and utilizing physical, academic and support facilities such as

LABORATORY, LIBRARY, SPORTS FACILITY, COMPUTERS, CLASSROOMS, SEMINAR HALL, WEBSITE, CANTEEN.

Plz see attached file for the detailed information.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

0

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>E. none of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 441 529 506">File Description</th> <th data-bbox="529 441 1436 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 529 613">Link to institutional website</td> <td data-bbox="529 506 1436 613" style="text-align: center;"><b>Nil</b></td> </tr> <tr> <td data-bbox="86 613 529 678">Any additional information</td> <td data-bbox="529 613 1436 678" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 678 529 824">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="529 678 1436 824" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Link to institutional website	<b>Nil</b>	Any additional information	<b>No File Uploaded</b>	Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>	
File Description	Documents								
Link to institutional website	<b>Nil</b>								
Any additional information	<b>No File Uploaded</b>								
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>								
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>0</b>									
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>0</b>									
<table border="1"> <thead> <tr> <th data-bbox="86 1207 529 1272">File Description</th> <th data-bbox="529 1207 1436 1272">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1272 529 1337">Any additional information</td> <td data-bbox="529 1272 1436 1337" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 1337 529 1559">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="529 1337 1436 1559" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<b>No File Uploaded</b>	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<b>No File Uploaded</b>								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>								
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>D. Any 1 of the above</b>								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State



**government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

SYAMAPRASAD College has a major presence of students' union. Students constitute a major stakeholder in the institute's growth. The institute maintains an excellent rapport with the student community. The opinions and views of the students are taken seriously by the institute authorities.

The Syamaprasad College Students Union actively takes part and organizes various cultural and sports events throughout the year along with the help of college teaching and non-teaching staff. Students union is engaged in various student related activity,

such as,

Freshers' Welcome, Saraswati Puja, Blood Donation Camp, Mother Tongue Day etc.

They also organize the College Fest SPARDHA which comprises different cultural activities like debates, music competition, quiz, making alpana and Rangoli etc. Some renowned personalities are also invited to bring some colors into the festival.

Student representation has been ensured in the current IQAC committee and its associated committees also to work hand in hand and seek their perspective in various important matters.

File Description	Documents
Paste link for additional information	<a href="https://sites.google.com/view/igac-spc/notices">https://sites.google.com/view/igac-spc/notices</a>
Upload any additional information	No File Uploaded

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

We currently do not have an alumni association.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### VISION:

To be a premier institute for addressing the challenges in a global perspective.

#### MISSION:

M1. Nurture students with a professional and ethical outlook to identify needs, analyze, design and innovate sustainable solutions through lifelong learning in service of society as individuals or a team.

M2. Establish State of the Art Laboratories and Information Resource center for education and research.

M3. Collaborate with Industry, Government Organization and Society to align the curriculum and outreach activities.

Please see attached for further description.

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

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

**Please see the attached documents.**

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Please see attached for detailed information.**

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	<b>No File Uploaded</b>

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

**The functioning of Syamaprasad College bodies stands out for its effectiveness and efficiency, evident in its well-defined policies, streamlined administrative setup, and meticulous appointment and service rules. The college exhibits a commitment to governance that fosters a conducive learning environment. The implementation of transparent and coherent procedures further underscores its dedication to organizational excellence. The administrative structure is designed to facilitate smooth operations and ensure adherence to established protocols. The meticulous attention to detail in policy formulation and the**

adherence to standardized rules and procedures contribute to the overall effectiveness of Syamaprasad College, reflecting a commitment to providing a well-managed and nurturing academic environment for its students and staff.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Link to Organogram of the Institution webpage	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Sl No Measures 1. Loan facilities with nominal and without interest, PF for teaching and non teaching staff. 2. Casual Leave(CL),Emergency Leave(XL),Earned Leave(EL), Permission for Flexible Hours for faculty,Vacation for Teaching and non-teaching staff 3. The teachers council of the college raise a fund from all the faculty members which is used to support the faculty members in need among many other welfare activity.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

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

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

11

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Syamaprasad College employs a robust Performance Appraisal System overseen by the Governing Body for both teaching and non-teaching staff. This system ensures fair and transparent assessments aligned with the institution's goals. Teaching staff are evaluated

on pedagogical and research contributions by CAS, while non-teaching staff assessments cover administrative efficiency. The process, emphasizing constructive feedback and professional development, reflects the college's commitment to excellence and continuous improvement. With the Governing Body's involvement, Syamaprasad College maintains high standards of performance and accountability among its staff, fostering a culture of ongoing achievement.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

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

In the fiscal year 2020-21, audits encompassed various aspects, including budget adherence, expenditure review, and financial documentation scrutiny. The mechanism for settling audit objections involved a systematic process, addressing identified issues through discussions, clarification, and corrective actions. This proactive approach not only ensures financial transparency but also underscores the college's commitment to maintaining robust internal controls and prudent financial management.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

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

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

0



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

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

Syamaprasad College implements institutional strategies to mobilize funds and optimize resources. These strategies focus on diversifying revenue sources through grants, partnerships, and efficient financial management. By aligning budget allocations with academic priorities and operational needs, the college ensures the optimal utilization of resources, enhancing the overall quality of education and support services for students and faculty.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

### 6.5 - Internal Quality Assurance System

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

The current Internal Quality Assurance Cell has started its functioning in July 2021. Because of the pandemic the functioning is heavily hampered. It held two virtual meeting and participated in numerous academic and cultural activity of the college.

1. A dedicated website for showcasing the activity of IQAC during the year.
2. Using google form various data is collected for making current AQAR report from faculties and staffs.
3. Student feedback or Student Satisfaction report from the outgoing students.
4. Encouraging different departments to organize seminars on different topics of growing interests.
5. Encouraging the Cultural wing to conduct various programs involving Faculties

and students.

The IQAC encourages all the students and faculties to participate in various activities of self improvement throughout the year. Webinars of growing interests are encouraged to host by different departments. Birthday Celebration of iconic figures like Syamaprasad Mukherjee, Swami Vivekananda and Netaji, Tagore are celebrated with cultural events to motivate us all about high morale of characters.

Republic Day, Student Week Observation are also done among many others.

Academic activity of this year has been heavily impacted by pandemic. But it has been tackled successfully incorporating all the faculty members in a fully DIGITAL mode to take the classes on ICT equipments and running the exams process using Google Form. This has been done with hands on training for all the faculties and staffs.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

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

Syamaprasad College prioritizes the enhancement of its teaching-learning process, operational structures, and methodologies, ensuring continual improvement in learning outcomes. This is achieved through the establishment of an Internal Quality Assurance Cell (IQAC) in accordance with established norms. Periodic reviews conducted by the IQAC allow the college to assess its educational practices, administrative mechanisms, and academic achievements. By recording incremental improvements across various activities, Syamaprasad College demonstrates its commitment to academic excellence and the continuous refinement of its educational ecosystem. Through these systematic evaluations and adaptations, the college ensures that it remains responsive to the evolving needs of its students and maintains high standards of teaching and learning.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

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

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="#">NIL</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The Institute has made all efforts to build a healthier and more harmonious working environment with respect to issues related to gender equality.

1.

To prevent sexual harassment at the workplace and to empower women employees, the institute has constituted a Women Empowerment and Anti-Sexual Harassment Committee as per Bisakha Guidelines and Government Rules.

2. Equal opportunities are extended to all in every aspect of teaching and learning in the Institute, as it believes that gender discrimination is a crime. 3. Every year, the Institute in collaboration with IQAC, organises a seminar to celebrate women's day to discuss women's contribution in societal growth and nourishments. 4. Currently, women members are spearheading many departments as HOD and various committees, including the most powerful General Body of the college.

File Description	Documents
Annual gender sensitization action plan	<a href="#">NIL</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">NIL</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

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

**Syamaprasad College is committed to responsible waste management, distinguishing between degradable and non-degradable waste. With dedicated facilities, the institution ensures the proper disposal of solid waste. Additionally, the college prioritises the environmentally conscious handling of e-waste, employing specialised methods to minimise its impact. Through these initiatives, Syamaprasad College actively contributes to**

environmental sustainability and responsible waste management, fostering a commitment to a greener and more eco-friendly campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">NIL</a>
Any other relevant information	No File Uploaded

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

E. None of the above

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

**7.1.5 - Green campus initiatives include**

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

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

D. Any 1 of the above

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

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

**7.1.6.1 - The institutional environment and**

E. None of the above

**energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit**  
**3.Environment audit 4.Clean and green campus recognitions/awards**  
**5. Beyond the campus environmental promotional activities**

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

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).**

The institute provides an eminently inclusive environment for both students and faculty. National festivals like Independence Day and Republic Day are observed every year with full vigour. Remembrances of the great souls of the soil, like Swami Vivekanda, Netaji Subhas Bose, and Kabiguru Rabindranath Tagore, are organised by the cultural committee with huge enthusiasm and active participation from the students as well as faculty members. International Women's Day and Mother Language Day are celebrated by organising different seminars and activity programs. The student union and Cultural committee play a pivotal role in organising these events.

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

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Every year, Independence day is also celebrated to highlight the struggle of freedom and importance of the Indian constitution. Republic day is Celebrated on January 26 by organising activities highlighting the importance of the Indian Constitution. Observance of Vigilance Awareness Week is carried out every year. This year, all the teaching and non-teaching members of the college took "Pledge to data Privacy," an initiative by the state government.

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

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

**C. Any 2 of the above**

**professional ethics programmes for students, teachers, administrators and other staff**      **4. Annual awareness programmes on Code of Conduct are organized**

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

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

The institute celebrates national and international commemorative days, events and festivals with full enthusiasm. National festivals like Independence Day (15 August) and Republic Day (January 26) are celebrated every year with pride. Students organise the teachers' day on September 5th every year in the College campus to felicitate the teachers and also to show their gratitude towards a great teacher and a legend, Dr. Sarvepalli Radhakrishnan. Remembrance of the great soul of the soil like Swami Vivekanda, Netaji Subhas Bose, and Kabiguru Rabindranath Tagore, are organised by the cultural committee with huge enthusiasm and active participation from the students as well as faculty members. International Women's Day and Mother Language Day are celebrated by organising different seminars and activity programmes. The student union and Cultural committee play a pivotal role in organising these events.

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



## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**Social inclusion in education:**Special efforts are also made by various cells in the college, such as the Equal Opportunity Cell and the Quality Assurance Cell, to ensure that all students have a quality student life. Scholarships are also made available to all deserving students. Students who come from disadvantaged backgrounds have the potential to acquire strengths in terms of knowledge, abilities, and a proactive attitude, allowing them to compete on an equal footing with their classmates who come from prosperous backgrounds. Syamaprasad College has been continuously taking special steps to support students who come from the poorer and impoverished sectors of the community or from disadvantaged, unique circumstances.

**Green Campus:**Syamaprasad College prioritises environmental sustainability with an active environmental cell involving teachers and student members. Initiatives include poster competitions, campaigns for a plastic-free campus, and a peer-reviewed e-book on environmental issues published without hard copies. Thematic celebrations during Saraswati Puja, inter-college events, and Freshers' Welcome focus on "plastic-free" and "go green." Informative signage reinforces environmental responsibility, while future plans encompass planting medicinal plants, adopting "plogging," and engaging in community initiatives. The college's commitment to seminars and talks underscores its dedication to raising awareness and fostering a sustainable campus culture.

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

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Syamaprasad College, Kolkata, has always had as its motto the pursuit of excellence and the all-round development of its

students. The college encourages students and staff to participate in extracurricular activities such as sporting events and cultural events. The college Students' Union along with the management of the college, has a rich tradition of celebrating most of the cultural events of local, national, or international importance, irrespective of whether it's religious or ethnic diversity. In keeping with this tradition and practice, the college celebrates Saraswati Puja, Holi, International Mother-Tongue Day, hosting Iftar parties, and celebrating Republic Day and Independence Day. The college identifies, encourages, and cultivates talent through extracurricular activities. It has a very strong university-level football and cricket team, which has won several cups, shields, and medals in various sporting events like football, cricket, and Kabaddi. Apart from sporting and cultural activities, for the all-round development of our students, the college also ensures that students develop into socially conscious and responsible individuals. The students organise a blood donation camp every year in which students, teachers, and non-teaching staff donate blood. They also engage in community development work through NSS and the environmental club.

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

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

1. Improve infrastructure, facilities, and office support. 2. Feedback analysis from various stakeholders of the college 3. Conducting Environmental and Green Audits 4. Gender sensitization programme 5. Promoting departments to host seminars on topics of relevance and current importance. 6. Participate in different nationally recognised accreditation and ranking procedures like NBA, NIRF, etc.