YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	MAHARAJA SRISCHANDRA COLLEGE
• Name of the Head of the institution	SHYAMAL KUMAR CHAKRABORTY
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08900131541
• Mobile No:	8900131541
• Registered e-mail	msccollege20@yahoo.com
• Alternate e-mail	toton33@gmail.com
• Address	20 RAMKANTO BOSE STREET
• City/Town	KOLKATA
• State/UT	WEST BENGAL
• Pin Code	700003
2.Institutional status	
• Affiliated / Constitution Colleges	AFFILIATED
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**UNIVERSITY OF CALCUTTA**
• Name of the IQAC Coordinator	**DR. SUJATRA BHATTACHARYA**
• Phone No.	**9830275452**
• Alternate phone No.	**9830275452**
• Mobile	**9830275452**
• IQAC e-mail address	**iqacmscc@gmail.com**
• Alternate e-mail address	**iqacmscc@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://maharajasrischandracollege.in/pdf/AQAR/AQAR-2021-22.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://maharajasrischandracollege.in/pdf/academic-calendar/Academic%20Calendar%20%20(Year%202022-23).pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.22**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**01/04/2013**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
HISTORY	**PROJECT**	**ICHR**	**2021-23**	**220000**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	[View File](#)

9.No. of IQAC meetings held during the year	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)
1. Efforts for quality enhancement of students 2. Overall development of the college 3. Actions taken on the basis of SSS 4. Encouragement to the teachers for research and development activities. 5. Mentoring of students in both formal and informal manner

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

Plan of Action	Achievements/Outcomes
MOU WITH DIFFERENT INSTITUTIONS	Mous with different colleges are signed and activities are maintained with these colleges.
VALUE ADDED COURSE	Value added courses are reintroduced by llibrary and NSS
STUDENT SUPPORT	Remedial classes for the slow learners, conduction of Students Satisfaction Survey Provided guidelines, internet access and verification processes for the students to get different scholarships.
TEACHING LEARNING	Provided web platform and online learning facilities to the students in COVID-19 pandemic situation. Guided for Smooth running of the online internal assessment and University Exams. Collection and analysis of feedback from students regarding teaching learning, administration and infrastructural facilities. Classes in belended mode, ICT-based classes, provision of e-resources and PPT-based classes
EXTENSION ACTIVITIES	Observation of important days and organisation of capacity building programmes for psychologically challenged persons
RESEARCH AND DEVELOPMENT	Academic support to the teachers. Publications in UGC listed journals and publication of books
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13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	15/03/2024

15.Multidisciplinary / interdisciplinary

The aim of Maharaja Srischandra College is to implement a multidisciplinary education, as envisaged in the NEP- 2020, to develop social, physical, intellectual, emotional, and moral capacities of the students in an integrated manner. We are aware of the importance of interdisciplinary programmes for the benefit and upliftment of our students.

The New Educational Policy 2020 insists on a multidisciplinary approach in Higher Education to broaden the scope of Higher Education through diversified fields of study and ensure flexibility and autonomy to the learner in the selection of the field of study. Following a multidisciplinary approach, we have tried to depict a holistic understanding of the various subjects through multiple disciplines. The department of Economics regularly takes classes and gives lectures to the departments of Commerce and Political Science. Similarly, the department of Geography often arranges classes for Environmental Science. We engage resource persons from IT to take Commerce classes on a regular basis. As in the interdisciplinary approach here we make use of the concepts and practices in various disciplines for a clear understanding of the situation. A multidisciplinary approach makes an individual approach a problem through different perspectives with the help of allied disciplines.

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16.Academic bank of credits (ABC):

The cpollege will allow the system once the University of Calcutta approved this bank credit system. Maharaja Srischandra College is aware that National Academic Depository is offering an online repository for all the academic awards . Annual Quality Assurance Report of MAHARAJA SRISCHANDRA COLLEGE India Programme and also knows that National Academy Bank of Credits (ABC) portal has now been integrated into the nad.digitallocker.gov.in platform. This college is affiliated with the University of Calcutta and follows CBCS for all of its programs offered by the University.

17.Skill development:

NEP-2020 envisions that vocational courses will be available to students enrolled in all Bachelor's degree programmes, including the four-year multidisciplinary Bachelor's programmes. HEIs will be allowed to conduct short-term certificate courses in various skills including soft skills. Our college has always encouraged students to develop their job oriented vocational skills instead of only focusing in traditional way of learning. Faculties have been mentoring the students by sharing their knowledge on the different scopes of training and skill development in diverse areas. The college recognises the role of vocational education for the career advancement of students and thus has plans to introduce different certificate courses by collaborating with recognized Institutes. College is also aware about the DDU Kaushal Kendra (DDUKK) by UGC for promoting vocational education to create work ready man power and is keen to start its own DDUKK in near future to promote new

ideas through the combination of class room oriented formal education and skill development training with the help of knowledgeable persons from the industry and business organisations.

Maharaja Srischandra College has been working towards appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) and offers Hindi, one of the most important official languages in our country as a Core Course. We also offer LCC and AECC courses in Hindi in our curriculum. The college also teaches the local regional language Bengali as Core course, LCC and AECC, along with the foreign language English. The college arranges different cultural programs, celebrations of commemorative days , seminars in Bengali and Hindi to promote vernacular language and encourage students to understand the cultural and heritage values of our country. The communicative courses in Hindi, Bengali and English immensely help the students to improve their communication skills. Our faculties are trained to deliver their lectures in bilingual mode for students to grasp the subject matter in its essence

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

Focus on Outcome based education (OBE):

It focuses on measuring student performance i.e., outcomes at different levels. The key to success in outcome-based education is clarity, for both teachers and students to understand what is expected of them. Outcome-based education aims to create a clear expectation of results which the students must endeavour to achieve. Maharaja Srischandra College has incorporated OBE under the NEP system which helps to:

   1. Brings clarity among the teachers and students
   2. Every student has the flexibility and freedom of learning in their ways
   3. There is more than one method of learning
   4. Reduces comparison among the students as everyone has a different target
   5. Completely involves students taking responsibility for their goals

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

 Annual Quality Assurance Report of MAHARAJA SRISCHANDRA CHANDRA

COLLEGE. 30 different programmes across humanities, science and commerce have been offered by the college. All these programmes are offered as outcome-based education (OBE) which is designed by University of Calcutta keeping in mind the regional, national and global needs. The courses have been designated with definite outcomes like remembering, understanding, applying, analysing, evaluating, creating etc. Apart from the course specific skills, the college ensures the development of social awareness, ethics, entrepreneurial skills of students, so that they can understand the society and be responsible in the socioeconomic and academic environment of the nation. The departments always try to implement outcome based education by stating clearly the Program Outcomes (PO) and Course Outcomes (CO) through a proper PO-CO mapping. All the syllabi offered by the University have been implemented in our college in such a way so that the spirit of National Educational Policy can be applied in the fullest sense.

20.Distance education/online education:

Digital Learning is expected to accelerate student enrolment into higher education and make quality education accessible to all through a range of measures, including online education and Open Distance Learning (ODL). Keeping in view the needs of learners with disabilities and students with other job-related engagements, Maharaja Srischandra College offers regular distance education opportunities. The college is an important study center of Rabindra Bharati University (RBU) for Distance Education. During the NAAC visit of RBU, the peer team visited this study center and RBU is now NAAC accredited. This institution is emphasizing the development of this center to bring desired skill sets and infrastructure to bring excellence in the mindset and knowledge level of the distance learners.

The college authority ensured adequate online classes in different digital platforms to provide quality education for students during the covid times. Even after lockdown, the faculties use to teach the students in online mode along with offline regular classes, i.e., in hybrid modes. The college website hosts different modules, course wise study material and YouTube video links for large number of courses under different programmes to all, free of cost. The faculties always encourage students to enroll themselves for different relevant courses under platform such as SWAYAM / NPTEL

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**11**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**2151**

File Description	Documents
Data Template	View File

| 2.2

 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **1384** |

File Description	Documents
Data Template	View File

| 2.3

 Number of outgoing/ final year students during the year | **363** |

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**51**

File Description	Documents
Data Template	View File

| 3.2 | **51** |

Number of Sanctioned posts during the year	

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	**25**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**3709103**
4.3 Total number of computers on campus for academic purposes	**25**

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

Maharaja Srischandra College has the mechanism for well planned delivery and documentation. The programme outcome (PO) and course outcome (CO) are clearly displayed. The institution follows a sound mechanism to ensure curriculum delivery. This can be represented as follows--

1. **After admission of students in 1stsemester a structured time table has been prepared through time table sub committee.**
2. **The syllabus of different streams are displayed in the website.**
3. **An orientation of the newly admitted students about the time table, syllabus and other aspects of curriculum**
4. **We have displayed unitisation of syllabus in the website where the information about the assignment of teachers for every module of the subject is displayed**
5. **HODs of the different departments closely watch the progress of the students. The slow learners are provided with the remedial classes and the advanced learners are provided with the advice of higher education and job-centric studies.**
6. **Regular parent-teacher meeting is organised for uplift of the**

academic standard of the students.

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

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

We have provided the academic calendar and PO-CO in the website. The actions are consistent with the objectives and missions of the college

File Description	Documents
Upload relevant supporting documents	[View File]()
Link for Additional information	**Nil**

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File]()
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

11

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

1

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)	View File

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

22

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

22

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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 college seeks to inculcate various values in the students through the curriculum. Appropriate topics are included in the syllabus of various streams to make them aware of the ideas. Some of the key concepts are as follows:

GENDER: topics about equality of opportunity in education and workplace are discussed with the students. Inclusive education is the theme of the time and the importance of inclusiveness is discussed in the classrooms. Gender discrimination and the problems created therefrom are taught. However many disciplines such as Hindi, History, Political Science and Education discuss the women empowerment movements and their role in India's struggle for independence highlighting their role in society.

HUMAN VALUES: the values needed for co-existing in society are continuously highlighted upon. The students practise the ideas of cooperation, consideration,kindness and honesty while working together in group projects, putting up plays and organising sports or seminars.

ENVIRONMENT AND SUSTAINABILITY: natural history teaches the students the importance of our surroundings. The economics stream teaches topics like International Environment Agreements and Sustainability for Renewable Resources to make students understand the value of conserving the environment along with development.

PROFESSIONAL ETHICS: Corporate Social Responsibilities (CSR) and Business Ethics taught by the Commerce department highlights the importance of workplace practice and professional ethics to help students become honest and efficient professionals.

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	View File

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

5

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

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

1265

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

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	A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

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

3075

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

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

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

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

2.2 - Catering to Student Diversity

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

Remedial classes for the slow learners and career counselling of the advanced learners for higher education.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
2259	**51**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

In our evening college in Kolkata's northern suburbs, catering to middle-class students, we blend traditional lecture methods with student-centric approaches for optimal learning. Emphasizing experiential learning, we integrate practical sessions, laboratory work, and field trips into every science course. Individual and group dissertation projects deepen understanding and critical thinking skills.

We promote extracurricular involvement, organizing departmental events and inviting guest speakers to enrich the academic experience. Group assignments and projects reinforce theoretical knowledge, while competitions and activities stimulate critical

thinking.

Encouraging participation in national cultural festivals fosters unity in diversity. Internship opportunities provide practical industry skills, ensuring students are job-ready.

In summary, our college prioritizes student-centric learning, offering a diverse range of experiences to ensure comprehensive education and holistic development.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

The teachers used to deliver the lectures using PPT mode and also send PPF of the documents through whatsapp and e mail

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

2.3.3.1 - Number of mentors

48

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

51

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

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

18

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)	[View File](#)

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

1050

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

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.

Mechanism of internal assessment is transparent and robust in terms of frequency and mode.

1. The college vigorously follows University of Calcutta's evaluation guidelines. All notices about such examinations are posted on the college's official website. The college has a sub-committee which is incharge of creating a subject-wise exam schedule for the departments.
2. The institution has a well-established tradition of transparent and robust mechanisms of Internal Assessment subject to the regulations of the affiliating University. In the CBCS mode, the University has introduced the semester pattern. In the current system, the Internal Assessment consists of Attendance, Project/Oral Presentation/Book Review/Short Format Tests, etc. in all CC, GE, SEC, DSE and AECC Courses.
3. The examination method involves the setting and compiling of question papers, the assessment of answer scripts and uploading of marks. The grades for attendance and tutorials are also updated by the teachers. In case of any error in this process, the college authority ensures immediate action.
4. Apart from ten-mark written test, in accordance to Calcutta University directives, students are regularly assessed through remedial classes, quizzes, class presentation etc. Remedial classes are specifically taken for the slow learners.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

1. The college ensures that all the students are treated equally and impartially in all aspects of evaluation and assessment.
2. The students report all examination related grievances to the respective Head of Departments. The majority of examination related complaints are received after the University of Calcutta publishes the results. Steps are promptly taken to correct errors and forward the rectified information to the university.

3. There is also a system of Review/RTI available under Calcutta University (C.U.) of which we are an affiliate College. The college provides all assistance to any student wanting to avail this facility if they are not satisfied with their result.
4. All internal examination related issues are monitored on a regular basis and close and continous communication is maintained with the University of Calcutta.
5. Students are given a fair chance to lodge their complaints and question the system if they have genuine and logical reasons for the same.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students. The Institution approaches teaching and learning in a definitive and structured manner. Faculty members of all disciplines apply themselves to the syllabi framed by the affiliating University at UG levels and internalize the Programme Outcomes (PO). With reference to the Programme Outcomes formulated by the University, the Programme Specific Outcomes (PSO) and then the detailed Course Outcomes (CO) in relation to both PSOs and POs are discussed at the departmental levels during syllabus allocation meetings atthe beginning of each Academic Session. Departments mostly record the mapping in dedicated computers but many prefer to document the mapping in departmental files for easy reference. During the first few Orientation classes, newly admitted students are sensitized about the academic, cultural, socioeconomic, scientific, and technological scope of the syllabus and the rationale of the structure. Once they settle down the idea of CO, PSO and PO are made clear during the teaching-learning process. Consequently, a large number of students in the institution are able to make up their minds about their academic progression by the final year of study. The Website displays the POs, PSOs, and COs so that entrylevel students can make effective academic and career choices before enrolment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

- Attainment of Programme outcomes and course outcomes are evaluated by the institution. The Institution has an in-built system of monitoring syllabus distribution and completion. All Departments have a well-formulated plan for teaching and learning. The students' progress is continuously assessed through various kinds of evaluation. Mentor-mentee meetings are held frequently. At the end of each academic session, faculty members assess the PSOs and COs through Departmental meetings which are meticulously recorded and maintained in the Departments. The Term Report is submitted to the Principal for his perusal. The Term Report includes a detailed teaching route map employed and the classes taken to complete the syllabus. The Institution also has its own "Student Feedback Form" which concentrates substantially on the quality and quantity of classroom teaching with specific queries on the nature of the teacher's punctuality, target achievement, and communication skills. The Feedback forms are seen by the respective teachers as well as by the Principal. In case of negative comments, the teachers concerned are consulted and necessary measures are suggested to be taken to address students' grievances. The Principal in consultation with the IQAC takes the initiative to introduce new Courses along with the consent from the affiliating University as well as the Department of Higher Education, Government of West Bengal.

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

2.6.3 - Pass percentage of Students during the year

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

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://maharajasrischandracollege.in/pdf/SSS/AQAR-2022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

220000

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

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

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

0

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

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

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

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)	[View File](#)

3.2 - Research Publications and Awards

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

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

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

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in

national/ international conference proceedings during the year

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Nil

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

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

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

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

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

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc.,

during the year

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

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)	View File

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

Nil

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	View File

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

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File]()

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college is well equipped with facilities to accommodate all needs of the students. There is a wonderful library stocked with an ample number of bookspertaining to all the disciplines taught in the college. The books areorganised and easily accessible by students. There is frequent purchase of newbooks to stay abreast with syllabus change and new data published. The college also houses a computer centre where the students do their practicals and other research activities. There are computers in the library as well provided with internet connection for study purposes. The heart of the college is in the classrooms where the students learn and grow together. There are large rooms to accommodate the classes with larger student numbers and smaller ones for thesmall groups. The rooms are shared by the various disciplines although some of them are exclusive to a particular subject. The students have a games room which is also used as a student common room for recreational purposes. The college is well equipped with facilities to accommodate all needs of the students. There is a wonderful library stocked with an ample number of books pertaining to all the disciplines taught in the college.. The college also houses a computer centre where the students do their practicals and otherresearch activities. There are computers in the library as well provided with internet connection for study purposes.

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

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

The institution building is shared by three colleges and hence there is a serious dearth of the space. Despite of these constraints the college tries to maintain its cultural and sports activities throughout the year. We have organised saraswati puja, cultural programmes, annual freshers and social, basanta utsav, iftaar,. The college organises sports every yearv where the teachers, students and non teaching staff participates with great enthusiasim. We haveindoor common rooms for boys and girls. The facilities of table tennis, chess, ludo and carrom are there.

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

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

13

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

13

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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)

1122539

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)	[View File](#)

4.2 - Library as a Learning Resource

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

Maharaja Srischandra College Library provides services to all students, faculty members and non- teaching staff who wish to pursue self-learning. It supports the teaching-learning and research activities of the Programme offered by the college. The main aim of the Library is to satisfy information need of all the stakeholders by providing information resources in an appropriate range of formats, suitable study space and efficient user-focused services. The collection comprises books, e-books, e-journals, print journals, CDs & DVDs, and e-resources from NLIST-INFLIBNET. Books from the Collection are housed in the Central Library and the Departmental Libraries. All books are processed in the Central Library. Currently Library has 35850 Books, 7 Peer reviewed Journals and 8 Magazines as print resources with other E-Rresources.

Library Automation: Library automation started with creation of a database of its holdings using SOUL 1.0 (College Version) in 2007. SOUL 1.0 was an out dated because it was using Windows XP operating system. As support of the Windows XP was withdrawn by Microsoft Inc., it was difficult to maintain. That is why the software has been replaced by Koha Software (Version 21.11.11.000) in 2023, the library The software is compliant to international standards for bibliographic formats, networking and circulation protocols. The software has different modules. The library is presently using mainly Catalogue, OPAC and Administration modules.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

1.17251

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

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

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

26

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

4.3 - IT Infrastructure

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

The institution has AMC facilities for maintenance of the IT infrastructure in the college. The updation of these facilities are done if and when necessary. Since the rooms are shared, there are someproblems regarding IT updation. However the coordination committees of the college discusses these matters and tries to resolve it. There is a possibility of updation with the introduction of NEP CCF which will be implemented next year

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

4.3.2 - Number of Computers

46

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

C.10 - 30MBPS

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)

776334

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)	[View File](#)

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 is well equipped with facilities to accommodate all needs of the students.

There is a wonderful library stocked with an ample number of books pertaining to all the disciplines taught in the college. The books are organised and easily accessible by students. There is frequent purchase of new books to stay abreast with syllabus change and new data published.

The college also houses a computer centre where the students do their practicals and other research activities. There are computers in the library as well provided with internet connection for study purposes.

The heart of the college is in the classrooms where the students learn and grow together. There are large rooms to accommodate the classes with larger student numbers and smaller ones for the small groups. The rooms are shared by the various disciplines although some of them are exclusive to a particular subject.

The students have a games room which is also used as a student

common room for recreational purposes.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1002

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

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**E. none of the above**

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

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

47

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

47

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

10

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	**No File Uploaded**

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

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

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

0

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

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

Senior students are selected as members of the Governing Body, Academic Subcommittee and Students' Affairs Committee to ensure students' representation in the academic and administrative processes of the college.

A Grievance Redressal Cell is in place to collect students' complaints and suggestions regarding life on the campus.

With financial support from the college, students independently organise Teachers' Day, Annual Social, Freshers' Welcome and Saraswati Puja.

They collaborate with the faculty in the celebration of occasions like Bhasha Divas, Basanto Utsav, Rabindra Jayanti and other cultural activities to showcase their talents and engage with different aspects of Indian culture.

They also collaborate with the faculty in organising the Annual Sports. Besides, inter-college and intra-college football and cricket tournaments are held regularly.

The NSS unit is involved in innovative programmes to increase community outreach. During Covid 19 and Amphan cyclone NSS volunteers took great initiative in helping distressed people not only of local community but also of far-flung districts.

The NCC cadets of our college enthusiastically celebrate Republic Day, Independence Day, Army day, World Cancer Day, World Environment Day, Anti-Smoking Day and International Yoga Day. They also participated in Swachh Bharat Abhiyan.

The College Magazine provides opportunities to the students to explore and showcase their creative writing skills.

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

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

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

2

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)	[View File](#)

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

The alumni association is active here informally. However registration process is ongoing.

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

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

The vision of the college is to bring economically and socially disadvantaged students under the umbrella of higher education at affordable cost and to generate intellectual, social, democratic and economic values by empowering them. Being an evening college, we provide opportunities of higher education to students who have to work throughout the day to earn a livelihood and support their families. It also caters to the academic interests of the lesser privileged social groups such as the tribal and backward classes, women and other vulnerable sections of the society.

The mission of the institute is:

*To provide empowerment through education

*To maintain gender equality

*To address the problems of the socially and economically weaker sections of our students

*To impart education through modern technical knowhow

*Pursue the holistic development of a studentThe institute pursues the above vision and mission throughout its governance, plans and decision-making process in the following way:

1. The total annual fees charged to the students by the institute is the lowest in comparison
2. In admission process, the reservation policy is strictly followed
3. Students are encouraged to take part in NCC, NSS, Sports and other Co-Curricular activities.
4. The teachers are part and parcel of all policy making platforms of the intuition. There are three teachers' representatives in the governing body, three teachers in the Finance Committee and various sub-Committees consisting of teachers.

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

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

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

The institution is run on the basis of decentralized and participation of various stakeholders within the frame work of Act/rules and regulations governing the institute.

The Governing Body, duly constituted under the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017 https://wbhed.gov.in/readwrite/uploads/wbuniversitiesadministrationandregulationact2017.pdf

(https://banglaruchchashiksha.wb.gov.in/uploads/webmaster/1493984120.pdf)is the highest decision making body within the institution. Accordingly, the representatives of affiliating university, state Governments, state higher education council including one educationist and one woman of teachers, office staff and students are there. There are …..sub-committees to ensure decentralization of decision-making process and participative management. All financial matters are discussed at length in the finance committee and finally endorsed in the Governing Body. All academic issues concerning a particular department is decided by the concerned departments, policies concerning general academic issues are decided in the Academic Sub-committee. There are many sub-committees, Admission sub- committees for managing admission related matters, Examination Sub- committees for examination related activities and so on. (Link may be given for all Lists of various sub-committees).through the active functioning of sub- committees, the institution manages its day-to-day affairs.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution focuses on the upgradation and deployment of the

strategies in the domain of teaching-learning, curriculum development, examination and evaluation, research and development, examination and evaluation, library, ICT and physical infrastructure and instrumentation, human resource management and industry interaction and collaboration, admission of students. All the above-mentioned segments are strategically managed by the different sub-committees of the college. All other details has been written in the file uploaded.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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 above administrative set mostly defined by the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017. https://wbhed.gov.in/readwrite/uploads/wbuniversitiesadministrationandregulationact2017.pdf

The appointment of teachers appointed in the substantive UGC posts are made on recommendation of the West Bengal College Service Commission and ratified by the Directorate of Public Instruction, Higher Education Department, Government of West Bengal. The service conditions of these teachers are also government by the West Bengal College Teachers (Security of Service) Act, 1975, the Statutes of the Calcutta University, the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017and orders issued by the State Government time to time. The service rules of the State aidded College Teachers (SACT) are governed by the state government order No. 2081-Edn(CS)/10M-83/2019 Date: 23/12/2019(https://wbxpress.com/service-condition-remuneration-state-aided-college-teacher) and other orders issued time to time. In case of Office Staff appointed in the substative posts are governed by the above state Act and other orders issued by the state till date and relevant statue of the Calcutta university. The service conditions and procedure of appointment of the casual staff are determined by the governing body of the college. The procedure of appointment of office staff is framed by the state. At present, the responsibility of appointment of office staff lies with the West Bengal College Service

Commission.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
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	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

The list of welfare schemes available for teaching and non-teaching staff:

1. **Group Insurance Policy for all teaching and non-teaching staff.**
2. **Substantive Teachers are covered under the West Bengal Health Scheme(optional).**
3. **2 years' CCL is entitled by the female Substantive Teachers as per government rules.**
4. **30 days Paternity-cum-Child Care Leave is entitled by the male Substantive Teachers as per government rules. (https://wbxpress.com/paternity-cum-child-care-leave-30-days)**
5. **Provident fund loan facility for all the applicants from the teaching and non-teaching staff**

6. State Aided College Teachers (SACTs) of Government aided Colleges are entitled to avail of maternity leave as admissible under Government rules.
7. The SACTs shall be entitled to avail themselves of Study leave of 24 months.
8. Substantive Teachers are covered under the West Bengal Health Scheme(optional).
9. The Casual Staff are Covered under the ESI scheme.
10. The office staff appointed in the substantive posts are covered under the "swasthya Sathi" as mentioned in Finance Department's Notification no. 1104-F(P) dated' 25.02'2016. (https://wbxpress.com/files/2017/07/827-EH.pdf)

File Description	Documents
Paste link for additional information	Nil
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

NIL

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

1

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

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

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

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

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

We havePerformance Appraisal System for teaching and non- teaching staff . These appraisals are analysed and proper actions are taken by the principal for uplift of the performance of the teachers and non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

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

External and internal financial audit are done every year.

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

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

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

0

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

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

The college collects fees from the students. Apart from fees, they can earn revenues from other sources. These revenues are utilised for ensuring the best availbale resources for the students. The optimal resource allocation ensures the quality development of the institution

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

6.5 - Internal Quality Assurance System

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

1. Unitisation of syllabus is done by the departments.

2. The teachers continue the mentoring system in more structured mode.

3. Feedback forms and SSS are circulated among students

4. The results of SSS are analysed and proper measures are adopted to deal with the problems

5. The NSS and NCC unit ac ively resume their usual activities

6. All the HODs are given the responsibility to monitor the online/offline attendance of the students with the help of departmental teachers.

7. The library along with IQAC undertake different measures to improve the usage of the library

File Description	Documents
Paste link for additional information	**Nil**
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

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities.The college through its IQAC ensures smooth operations of teachiing learning process and other important activities.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 records the incremental improvement in various activities. It does so through the following processes: 1. Syllabus Monitoring: The Principal keeps vigil on the completion of syllabus and ascertains information regarding the quantum syllabus completed, so that the prescribed syllabus is completed within stipulated time. IQAC also promotes and encourages to teacher-members those who belong to Board of Studies (BOS) of various disciplines constituted by University of Calcutta to convey the current feedbacks related to syllabi, addition/alteration of current/novel topics in existing syllabi; newly published/non availability of textbooks, study materials, reference-books etc. other faculty member is involved at any stage. 2. Academic monitoring: The academic committee conducts regular visit to the classes regarding the regularity and punctuality of class work. The Principal is being informed accordingly.3. Extension activities: the examination reforms had been made by the IQAC.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

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 gender equity programmes are initiated by the NSS. A seminar was organised to address the female health and hygiene and psychological well being of the female as well as male teachers and staff. International womens day was observed and the women teachers of the institution spoke about their idea of international womens day.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

Maharaja Srischandra College follows the 3R policy (Reduce, Reuse, and Recycle) for waste

minimization to fulfil the aims of "Clean and Green Campus" in terms of Zero Waste production. The key features of waste management in Maharaja Srischandra College is as follows: Solid waste management: The colleges pay dedicated focus to observe that minimal waste is generated in the campus. Solid waste is segregated at the source as bio degradable and non- degradable waste and handed over to Kolkata Municipal corporation as a part of Swachh Bharat initiative and Green and Clean Kolkata program. All Departments, staffroom and common corridors are provided with dustbins for disposal of dry waste. Segregation of waste in to dry and wet waste from the separately allotted dustbins is done in strategic locations, Liquid Waste Management: Wastewater generated from toilet and canteen of the campus is treated in a soak pit and disposed of through a drainage system and pipelines into the high drain. E-Waste Management and Waste Recycling: E-waste like Computer monitors, printers, scanners, Key boards, mouse, cables, cartridge, circuit boards, electric bulbs, battery, wires etc. are collected and stored in a dedicated place. All such equipment's which cannot be reused or recycled is being disposed of through authorized vendors.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	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**	A. Any 4 or All 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 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	D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment	D. Any 1 of the above

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

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).

In the institution students of different religions study maintaining the communal harmony. The college celebrates Saraswati Puja, Iftaar, Christmas and other religious festivals at the same time. The NCC unit and NSS unit enhance the spirit of the communal harmony and respect of one religion to other. The college has maintain and nurture the socioeconomic diversities.

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

Institution is committed to an upholding the core values in spirit

of the constitution and inculcate the same among its student and employees.

Seminar lectures etc, are organized by the institution inculcate a sense of the core constitutional values, as enumerated in the preamble, fundamental duties and the directive principle of the state policy.

The Institution's commitment to legal literacy was evident through programs featuring legal expert as guest speaker enriching participants, understanding of the legal and constitutional expect of responsible citizen

Community service initiative, speciality through the NSS/NCC unit of the College, cultural event making prominent National days, and environmental awareness NSS campaigns to a vibrant environment where constitutional values were actively promoted.

Through these efforts, the institution nurtured a sense of responsibility, patriotism and social consciousness among its students and employees equipping them to be a responsible and committed citizens, as envisioned by the constitution.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above

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

SL NO. EVENT PLACE ORGANISED BY NO OF TEACHERS NO OF STUDENTS 1 WORLD ENVIRONMENT DAY MSC COLLEGE NCC 2 52 2 INTERNATIONAL YOGA DAY CLUB HOUSE NCC 1 32 4 INDEPENDENCE DAY MSC COLLEGE NCC 10 101 5 SWACHH BHARAT ABHIYAN MAYAR GHAT NCC 4 70 6 ARMY DAY MSC COLLEGE NCC 1 25 7 REPUBLIC DAY MSC COLLEGE NCC 2 51 8 WORLD CANCER DAY MSC COLLEGE NCC 1 25 9 ANTI SMOKING DAY MSC COLLEGE NCC 1 37

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

7.2 - Best Practices

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

Best Practice I : Mentor- Mentee Programmes Best Practices (2022-23)

Best Practice II :Regular Library Extension Activities

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	[View File](#)

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

We had begun by stating the vision of our institution at the outset. However, it is pertinent to emphasize here that the college is committed to the education and empowerment of the economically disadvantaged students. Being an evening college, we provide opportunities of higher education to students who have to work throughout the day to earn a livelihood and support their families. It also caters to the academic interests of the lesser privileged social groups such as the tribal and backward classes, women and other vulnerable sections of the society. Being situated in the heart of North Calcutta and close to the Shyambazar Metro Station, our college caters to the needs of all students in the vicinity as well as the students who come from distant places. Our college aims at an integrated and personalized education of the young so as to produce intellectually competent, morally upright, socially committed and nationally dedicated men and women in the service of India, today and tomorrow.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Plan for a green audit

2. Transparency in the examination process

3. Solar panel in the second campus

4. incresed MoUs with other institutions

5. Promotion of teachers under CAS

6. More cultural programmes

7. Increased research work of the faculties