



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		SUNDARBAN HAZI DESARAT COLLEGE
• Name of the Head of the institution		DR. TARUN MANDAL
• Designation		PRINCIPAL
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		8777579943
• Mobile No:		8777579943
• Registered e-mail		shdcollege1961@gmail.com
• Alternate e-mail		principal.shdc61@gmail.com
• Address		AT+P.O. - PATHANKHALI
• City/Town		GOSABA
• State/UT		WEST BENGAL
• Pin Code		743611
2.Institutional status		
• Affiliated / Constitution Colleges		AFFILIATED TO THE UNIVERSITY OF CALCUTTA
• Type of Institution		Co-education
• Location		Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	UNIVERSITY OF CALCUTTA				
• Name of the IQAC Coordinator	DR. UTTAM KUMAR GURU				
• Phone No.	9434367053				
• Alternate phone No.	9083826879				
• Mobile	9434367053				
• IQAC e-mail address	iqacshdc@gmail.com				
• Alternate e-mail address	rgurru@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://hazidesaratcollege.ac.in/pages/aqars				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://hazidesaratcollege.ac.in/pages/academic-calendar-1673593259				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.51	2016	05/11/2016	04/11/2021
6.Date of Establishment of IQAC			03/02/2015		
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	
Nil	Nil	Nil	Nil	Nil	
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	5	
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	No File Uploaded	
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. Remedial Coaching (Curative Class)- IQAC made arrangements for Remedial Coaching for 508 students for 46 days (from 09-11-2021 to 15-04-2022).		
2. #GoGreen Project – distribution of saplings to newly admitted students. A total of 212 students were given saplings for plantation at their own places under the environmental project of IQAC named #GoGreen.		
3. Celebration of World Environment Day – Arabinda Panda Memorial Lecture (online) by Professor Nilanjana Das, Department of Geography, University of Calcutta on June 5, 2021		
4. Introduction of 5 (five) Add-on Courses for developing knowledge and skills: Communicative English and Soft Skill Development, Guidance Service for School students, Basic Mathematics for Competitive Examinations, Beautician Training for Girl Students and Course on GST & Taxation.		
5. Organizing the 3-rd Ramanujan Science Talent Search Examination in November 2021 for school students (from Class IX to XII) from the catchment area.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
1. Entry point Examination has to be taken of all newly admitted students	392 students took the examinations on 24 August, 2020
2. DBR (Departmental Bi-Monthly Report) has to be maintained as per the performance of students	All Departments maintained that in offline Registers; efforts are being taken to make it online
3. Remedial Classes are to be taken regularly as per routine	508 students benefited from this that ran for 46 days (from 09-11-2021 to 15-04-2022).
4. Policy of 'Sudhachandran Project' for differently-abled students should be formulated in a feasible way and it be implemented for the benefit of such students	The policy was formulated and adopted. It was uploaded on website. 2 (two) students were benefitted
5. Few Add-on Courses have to be run for the benefit of students	5 (five) Add-on Courses were run for developing knowledge and skills: Communicative English and Soft Skill Development, Guidance Service for School students, Basic Mathematics for Competitive Examinations, Beautician Training for Girl Students and Course on GST & Taxation.
6. Sponsored or Institutionally-financed seminars have to be organised	No such seminar could be held, though
7. To promote Environmental Awareness among students under the flagship programme of IQAC #GoGreen	A total of 212 numbers of saplings were provided to newly admitted students for planting
8. a. 'Fatima Sheikh Project for Girl Students of Minority Communities' and b) 'Savitri Bai Phule Project' for SC/ST and OBC Students	Number of Students benefitted: a) 80 b) 314

9. To reach out to the adjoining community, 'Sundarban Research Society' should be run with its focus and orientation towards community reach	Sundarban Research Society, established on 20-09-2019, organised, under its wing, a Krishi Mela and Agricultural Product Display Programme
10. Consortium of Science Teachers for Cultivation of Science and Promotion of Scientific Temper, under IQAC, should conduct the Ramanujan Talent Search Examination once a year for students of schools in the catchment area besides organising awareness programmes for promoting scientific temper among students and local people	Founded on 22/11/2019, the Consortium conducted the the Ramanujan Talent Search Examination in November, 2021. But no awareness programme was held
11. Library services have to be extended to local people, especially newspapers and magazines as there is no chain of paper suppliss for local people	Libraray Extension was made for local people, especially elderly ones, for reading newspapers and few slect magazins in the evening. As per Registers, 110 entries were made by the beneficiaries
12. Initiatives to be taken to open Honours in Science Subjects and PG Course in Bengali	Honours in Mathematics was opened in 2021-22
13. Alumni Association has to be registered	Registration was not done yet as the Government Department has not proceeded on the file
13. Whether the AQAR was placed before statutory body?	Yes
Name of the statutory body	
Name	Date of meeting(s)
Governing Body	18/07/2023
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2021-22	18/01/2023

15.Multidisciplinary / interdisciplinary

Sundarban Hazi Desarat College pledges to transform itself into a holistic multidisciplinary institution by incorporating salient points of the vision of NEP 2020. The vision of college for the integration of Humanities and Science with STEM would be as follows:

Sl. No.	Core Course	Generic Elective	SEC/Vocational Courses	Ethics Course	
1.	English (Honours & General)	Philosophy/ Mathematics	Academic Writing/ Journalism/Linguistics/Technical Writing/Creative Writing	Social Ethics and Democratic Citizenry/Ethics in Indian Philosophy	
2.	Philosophy (Honours & General)	Political Science/ Psychology/ Sanskrit/ Folklore/ Sociology	Sustainable Development in Circular Economy/Environmental Ethics	Social Ethics and Democratic Citizenry/Ethics in Indian Philosophy	
3.	Bengali (Honours & General)	Women Studies, Philosophy, History, Sanskrit, Linguistics,	Academic Writing/ Journalism/Linguistics/Technical Writing/Creative Writing	Social Ethics and Democratic Citizenry/Ethics in Indian Philosophy	
		MIL (Bengali etc), English, Folklore Research, Linguistics, Persian, History,	Academic Writing/ Journalism/Linguistics/Technical Writing/Creative	Social Ethics and Democratic Citizenry/Ethics	

4.	Comparative Literature and Cultural Studies (Honours & General)	Mass Communication, Political Science, Sanskrit, Sociology, Women studies	Writing/ Script Writing/Media Manage	s in Indian Philosophy	
5.	Commerce (Honours & General)	Economics, Business Administration	Capital Market/Retain Market Management	Social Ethics and Democratic Ci tizenry/Ethic s in Indian Philosophy	
6.	Sanskrit (Hons & Gen)	Folklore, History, Education, Philosophy	Indian Philosophy	Social Ethics and Democratic Ci tizenry/Ethic s in Indian Philosophy	
7.	History (Hons & Gen)	Hindi, Political Science, Economics, Philosophy, Anthropology, Education, English	History of Indian Philosophy/History of Medieval Bengal	Social Ethics and Democratic Ci tizenry/Ethic s in Indian Philosophy	
8.	Geography (Hons & Gen)	Environmental Science, Anthropology, Political Science, Bio-Sciences, History, Economics	Disaster Management/ Demography Studies	Social Ethics and Democratic Ci tizenry/Ethic s in Indian Philosophy	
				Social Ethics	

9.	Economics (Hons & Gen)	Open for all subjects	Capital Market/Retain Market Management	and Democratic Citizenry/Ethics in Indian Philosophy	
10.	Anthropology (Hons & Gen)	Anthropology, Folklore	Women studies, Demography,	Social Ethics and Democratic Citizenry/Ethics in Indian Philosophy	
11.	Botany (Hons & Gen)	Environmental Science, Physiology(Plant), Horticulture, Floriculture, Life Sciences, Anthropology and Zoology	Mushroom Cultivation, Pisciculture, Honeybee Cultivation	Social Ethics and Democratic Citizenry/Ethics in Indian Philosophy	
12.	Zoology (Hons & Gen)	Anthropology, Botany, Environmental Science	Mushroom Cultivation, Pisciculture, Honeybee Cultivation	Social Ethics and Democratic Citizenry/Ethics in Indian Philosophy	
13.	Education (Hons & Gen)	History, Economics, Political Science	Counselling & Guidance to School Students	Social Ethics and Democratic Citizenry/Ethics in Indian Philosophy	

14.	Physics (Gen)	English, Chemistry, Mathematics	Computer Science, ICT	Social Ethics and Democratic Ci tizenry/Ethic s in Indian Philosophy	
15.	Physical Education (Gen)	English, Yoga and Meditation, Indian Philosophy	Gym Instructor, Physical Fitness Trainer	Social Ethics and Democratic Ci tizenry/Ethic s in Indian Philosophy	
16.	Political Science (Hons & Gen)	History, Anthropology, Political Economy, Environmental Studies,	Political and Investigative Journalism/ Political Analysis and International Journalism	Social Ethics and Democratic Ci tizenry/Ethic s in Indian Philosophy	

All these subject options are flexible inasmuch that a student can opt out of a course after one year with her/his credits deposited in Academic Bank of Credits (ABC) so that when s/he leaves this institute to pursue her/his studies elsewhere.

The college has already initiated 'Acharjya Prafulla Chandra Research Grant' for its faculty members for undertaking researches on pressing issues of the local society.

16.Academic bank of credits (ABC):

Since the credits of students are now archived by the University of Calcutta to which the college is affiliated, and as there is still no provision for the institute to register in the Academic Bank of Credits (ABC) maintained by the initiative of Ministry of Electronics and Information Technology (MeitY) and Ministry of Education (MoE), the college authority has no role to play in this regard. But the college has initiated efforts to register the marks

scored by students digitally, and a student is assessed on the basis of her/his scores at the end of each semester

17.Skill development:

1. The college introduced few skill-enhancing add-on courses in 2019-20 session as per the resolution in the IQAC meeting dated 26 April, 2019. These courses were meant not merely to complement the regular curricula of the University of Calcutta, but also to enhance skills among the students as per the vision of the National Occupational Standards (NOS) that ensures that an individual is sufficiently trained and skilled to execute her/his performance in their workplace as per the metrics of global standards of the duties concerned.

2. The courses that the college offered and which seem to conform to the vision of National Skills Qualifications Framework are as follows:

1. Communicative English (35 Hours) (Dept. of English)

2. Guidance Services for School Students (32 Hours) (Dept. of Education)

3. Course On Web-Designing (35 Hours) (IQAC)

4. Introduction to GST & Taxation (30 Hours) (Dept. of Commerce)

5. Beautician Course for Girl Students ((IQAC)

6. Basic Mathematics Course (30 Hours) - Department of Mathematics

The University of Calcutta to which Sundarban Hazi Desarat College is affiliated is yet to provide a credit structure to ensure all students enrolled in the college take ONE vocational course before graduation. Still the institute pledges to come up with the following plans:

1. Engage services of industry veterans to provide vocational skills to learners (in all four year courses).

2. O(pen) D(istance) L(earning) course would be introduced for such vocational courses as theory classes (30%) can be delivered on online mode of the total number of classes as the remaining classes constituting the practical components of such courses have to be delivered in in-person mode.

3. No planning has been done in this regard.

4. The college would prepare a framework as per the provisions of National Skill Development Corporation (NSDC) through which a unified platform would be created to manage learner enrolment as well as to map their skill so that the college can digitally keep records of the map of skill development over a period of course/training.

5. Sundarban Hazi Desarat College is planning to offer the following skilling courses in near future – a) Soft and Communication Skills b) Web Designing Courses c) Course on French or German Language d) Course on Beautician Training and Make-Up artist e) Course on Python Language programming f) Course on Tourism and Tourist Guide

The college established an Incubation and Skill Development Centre for fostering skill and entrepreneurial culture among students.

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

a) In order to implement this provision of NEP 2020, Sundarban Hazi Desarat College would frame a well-delineated policy for promoting bilingual/multilingual mode of curriculum delivery. All course – both offline and online – would be delivered online in order to address the language divide in students of these areas of the Sundarbans where proficiency of the English language especially among the learners is deplorable, to say the least. Teaching in the vernacular helps facilitate to connect students with their locale, and the college aims to integrate dissemination of knowledge into the cultures in which students live.

b) All the present faculties of the institute deliver lectures in bilingual mode given the poor English language skills of students hailing from Bengali medium schools of these areas. But few of them may not be aware of the Santhali dialects which many people speak in these areas. Sundarban Hazi Desarat College pledges to organize workshops for sensitizing its faculties of these Santhali languages spoken by few communities here.

c) The college presently offers Honours and General courses in 17 subjects in all. Among them English, the remaining 16 subjects are taught bilingually.

d) i. Sanskrit is taught as General/Minor subject in the institute already, and the process is already on to introduce Honours course

from the next session. The institute would like to preserve some Santhali dialects in its Language Laboratory and introduce these endangered spoken languages to students studying Modern Indian Languages in the college.

ii. iii. iv. As for introduction of Indian ancient traditional knowledge, Indian Arts and Indian Cultural Traditions, the college would introduce a 10-month course on Indological Studies in collaboration with Centre for Indological Studies and Research, Ramakrishna Mission Institute of Culture, Kolkata. The course spread across 10 months would be delivered in blended mode. The college plans to offer the course from the session 2022-23.

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

i) From 2019-20, IQAC emphasized that at the beginning of every academic session all academic departments would prepare a workable Programme Outcome and Course Outcome (PO & CO), taking into account the following points:

1. Purpose of the course in the curricula;
2. Learning capabilities of the students;
3. Aptitude enhancing aspects in a course concerned should be explored through special projects like experiential learning modules like performance/field works/surveys/poster making etc.

The same PO & COs are made available online for students to access.

20.Distance education/online education:

ii) The college has initiated measures to keep digital records of students' progression in an app called DBR (Departmental Bi-Monthly Report) where a student's progression is recorded in every two months. Scores of all periodic tests (PTs) are also recorded in the same app. This platform would calculate both a student's progression as well as scores of Continuous Internal Examinations (CIE). The Chairman, IQAC, mandated the Coordinator to ensure every Department should carry out one experiential learning module like performance/field works/surveys/poster making in an academic session (two semesters). And the teachers concerned should digitally record these learning practices in the said application. All these would be calculated at the end of Semester for calculating their Internal Examinations (10 marks) and Projects (15 marks) scores.

iii) The college maintains Departmental Bi-Monthly Report (DBR) to keep records of students' learning progressions and their

performances in Continuous Internal Examinations (CIE). Not only a student is assessed in terms of her/his performance in the examination, but also her/his class performance and participation in special projects. 2 (two) periodic tests are taken in the gap of every 2 (two) months along with the Internal Examinations. Each Periodic Test (PT) carried full marks of 20. And, as for Internal Examination, the full mark is 10. A student is assessed in terms of the following modality:

Name of Test Full Marks

1st Periodic Test 20

2nd Periodic Test 20

Internal Examination 10

TOTAL 50

This total of 50 is scaled down to 10, that is, if a student has scored 30 out of 50, her/his score at the end of a semester for uploading in the examination portal of university is 6 out of 10.

Extended Profile

1.Programme

1.1	24
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1751
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	603
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	200
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	48
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	29
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	41
Total number of Classrooms and Seminar halls	
4.2	26.95
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	100
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

Sundarban Hazi Desarat College is affiliated to the University of

Calcutta and adheres to its curriculum.

The college prepares an academic calendar at the beginning of the year with details of the commencement of classes and marks the possible dates of examination which are correlated with the University Notices and schedules. The Academic calendar also marks out the details of the academic activities that are planned by the College. The Academic Calendar is uploaded in the college website. The faculty and staff worked to reach out to students during the Covid 19 pandemic's disruption of the regular academic schedule. Apart from classes, relevant study materials were uploaded online, including lecture videos, class notes, PPTs and e-books that are available in the college LMS and taking into consideration the disruptive nature of the students' internet connections, as many of them come from the farthest reaches of the country, the faculty and staff collaborated to maintain the CBCS model of curriculum in accordance with university standards.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://hazidesaratcollege.ac.in/pages/academic-calendar-1673593259

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

Sundarban Hazi Desarat College is affiliated to the University of Calcutta and adheres to its curriculum.

- The college prepares an academic calendar at the beginning of the year with details of the commencement of classes and marks the possible dates of examination which are correlated with the University Notices and schedules. The Academic calendar also marks out the details of the academic activities that are planned by the College. The Academic Calendar is uploaded in the college website.

The college's faculty and staff worked to reach out to students during the Covid 19 pandemic's disruption of the regular academic schedule. Apart from classes, relevant study materials were uploaded online, including lecture videos, class notes, PPTs and e-books that are available in the college LMS and taking into consideration the disruptive nature of the students' internet connections, as many of

them come from the farthest reaches of the country, the faculty and staff collaborated to maintain the CBCS model of curriculum in accordance with university standards.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://hazidesaratcollege.ac.in/pages/academic-calendar-1673593259

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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

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

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

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

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

5

File Description	Documents
Any additional information	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

127

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

127

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

1.3 - Curriculum Enrichment

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

Within the stipulated norms of the University Syllabi, the institute offers courses that integrates crosscutting issues that are relevant

to the sensitization towards gender, professional ethics, human values, Environment, and sustainability. Environment and Sustainability: Environmental studies are integrated into the curriculum through the AECC Course in Semester II and integrated in the UG Syllabi of Botany, Zoology, Anthropology, English, Economics and Geography. Issues on General Health and Nutrition as part of sustainable development are integral to the UG curriculum of Education, History, Zoology, and Anthropology. Gender sensitization and relevant issues are included in the UG Syllabi of Political Science, Bengali, English, Education and History amongst others. Issues on Gender has been also actively integrated into the curricular activities through seminars and inter-departmental lectures. Issues related to Professional Ethics is integrated in the UG courses of English, Education and Commerce subjects. The Institute also conducts an add-on course in Ethics integrating it within the main curriculum. The students take classes in Bengali, Political Science, Education, English, and Commerce, which also contain lessons on moral principles and Human Values. The Institution also integrates cross-cutting issues through various programmes, and co-curricular activities like film shows, that were conducted through an online platform during the pandemic. The Institution also undertakes various activities like seminars, conferences, and commemorates many important days like International Day of Forests and International Women's Day in the calendar through student centric programmes that inculcate ideas of social and moral

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

3

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

71

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

B. Any 3 of the above

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

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
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

1349

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

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

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

607

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

2.2 - Catering to Student Diversity

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

The college has adopted to keep track of students' progression through Departmental Bi-Monthly Report (DBR) in which a student's entry-point merit is assessed through a Test, and a bi-monthly report is maintained for each student. Through this process, the

advanced learners and the slow learners have been identified. For the slow learners remedial classes have been arranged and through a process of continuous mentoring by the group mentors, the slow learners were given necessary inputs for their advancement. For advanced learners, the mentor group had explored different career options for them and through continuous consultations advanced career options were suggested for them.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1571	24

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

IQAC has adopted measures for kinesthetic or experiential learning for enhancement of learning experiences. In fact, IQAC has made it a policy that every academic Department conducts at least ONE special kinesthetic/student-centric learning module in an academic session/semester. Accordingly, departments of English, Education, Political Science, History and students of science Departments participated in experiential learning.

- Department of English conducted a survey of local fishermen as part of a project for CC 5 (Semester III), based on the Hemingway's novel 'Old Man and the Sea' . 18 (eighteen) students participated in it.
- Students of Department of Education of Semester V, 27 (twenty seven) in all, participated in students seminar.
- Department of History conducted a micro-teaching of students of Semester V.
- Students of all Semesters of all science departments went on

field works/surveys in local areas and in the botanical gardens of RamaKrishna Mission.

- All Departments published students' Wall Magazines
- Department of Education and Department of Political Science, Sundarban Hazi Desarat College, jointly organized an Educational Excursion to Indian Museum, Kolkata on April 28, 2022. Students enjoyed the day-long excursion and viewed every part of Indian Museum. They were very much excited to study the rich and well-documented collection of historical and current specimens. Students were excited to visit the exhibition on "Wearing Dreams: Women Imagine A Violence Free World", organized by Ministry of Culture, Government of India.

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

After the COVID - 19 pandemic, the digital medium has come to the fore in dissemination of learning. The college has prepared a central portal where teachers of different departments upload electronic study material (notes/book excerpts/pdf/ ppt/ audio/ video) which students accessed from their home. Many teachers have uploaded lectures in youtube, which was accessed by the students.

- The Learning Management System (Eshikshak) of the college is accessed by most teachers who upload learning resources in the system for students.
- The IQAC has developed a mobile application called 'Chanakya' data in which is fed by almost all teachers.
- The master routine rotates classes in six audio-visual classrooms so that all teachers can take classes in those rooms for students to grasp the curricula better.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://eshikshak.hazidesaratcollege.ac.in/

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

37

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

42

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

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

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

15

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

201

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.

The Chairman, IQAC, mandated the Coordinator to ensure every Department should carry out one experiential learning module like performance/field works/surveys/poster making in an academic session (two semesters). And the teachers concerned should digitally record these learning practices in the said application. All these would be calculated at the end of Semester for calculating their Internal Examinations (10 marks) and Projects (15 marks) scores. iii) The college maintains Departmental Bi-Monthly Report (DBR) to keep records of students' learning progressions and their performances in Continuous Internal Examinations (CIE). Not only a student is assessed in terms of her/his performance in the examination, but also her/his class performance and participation in special projects. 2 (two) periodic tests are taken in the gap of every 2 (two) months along with the Internal Examinations. Each Periodic Test (PT) carried full marks of 20. And, as for Internal Examination, the full mark is 10. This total of 50 is scaled down to 10, that is, if a student has scored 30 out of 50, her/his score at the end of a semester for uploading in the examination portal of university is 6 out of 10.

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

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

and efficient

The college has separate Examinations Committee, which is entrusted with conducting the examinations and a separate grievance cell for ensuring redressal of any exam related grievances. To maintain the process transparent, the answer scripts of internal class tests and assignments are shared with students, and in case corrections in the total of marks or assessment of answers are identified by students themselves, they are immediately addressed by the faculty members. Besides this, the college has a portal for readdressing student's grievance and its immediate remedy. This link for this portal was pasted on the home screen of college website.

The attendance record in classes which is part of the internal examination, has been notified to students. Adequate concession is given in attendance of students on medical grounds .

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://hazidesaratcollege.ac.in/pages/exam-related-grievances

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.

The college offers 24 undergraduate programmes in BA, B Sc and BCom. The college explicitly states all the programme and course outcomes, displays them on college website. The curriculum of all the programmes is framed by the University of Calcutta. The outline of the program outcomes is mentioned in the Online Orientation Programme for the newly admitted students on the day of commencement of an academic session. Students are encouraged to ask questions and are imbued in critical thinking so as to enable them to understand and analyse contemporary societal, environmental and cultural problems. Efforts are taken to enhance their communication skills to allow them to exchange ideas, thoughts, and information effectively. Students develop leadership qualities and learn to embrace plurality, respect others' views and opposite genders, mediate indisagreements, while maintaining professional and life ethics. Students are also made aware to be responsible towards maintaining sustainability in our environment. Environmental day celebration was organized by IQAC on June 5, 2021.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://hazidesaratcollege.ac.in/uploads/1675921663_POC02019-20.pdf
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.

Although no such mechanism could still be developed, the IQAC has put in place an offline/telephonic mode of collecting students' opinions.

The link is pasted below.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://hazidesaratcollege.ac.in/pages/exam-related-grievances

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

200

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

2.7 - Student Satisfaction Survey

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

https://hazidesaratcollege.ac.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)	No File Uploaded

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

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

3

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

6

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

3.2 - Research Publications and Awards

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

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

5

File Description	Documents
Any additional information	No File Uploaded
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

9

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

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

The NSS Unit planted 20 (twenty) mango saplings in the adopted village of Tentultali. To reach out to the local people and to foster the spirit of scientific temperament 'Sundarban Research Society' and the 'Consortium of Science Teachers for Promotion of Science and Cultivation of Scientific Temper' organised various events like Krishimela and Agriculture Produce Display Programme and Ramanujan Talent Search Examination in November and December, 2021.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/sundarban-research-society
Upload any additional information	No File Uploaded

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

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

0

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

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

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

2

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)	No File Uploaded

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

73

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.4 - Collaboration

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

1

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

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

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

2

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	No File Uploaded

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.

1. There are 40 (forty) classrooms out of which 5(five) are equipped with interactive smartboards with LAN connectivity. For ease of hearing by the students microphone and sound box are installed in all large classrooms. All classrooms are well-lighted. All main entrance to the Academic Blocks are paved with ramps with hand railings for the benefits of differently challenged students.

2. The science laboratories in subjects of Physics, Chemistry, Botany, Zoology, Anthropology and Geography are well-equipped with all modern gadgets and devices despite poor or virtually no funding from state government. All laboratories are accessed by students during stipulated hours under the guidance of teachers concerned. Although it is true that these laboratories may not have all state of the art infrastructure, but the arrangements are helpful to the learners as per the necessity of their syllabi.

3. The college boasts of three modest sized computer laboratories - one at the 1st floor of the Humanities Academic Block, and the other two in the Science Block. Despite being located in the hinterland of the Sundarbans, the College has nearly 70 computers (Desktop and; Laptop). The total number of nodes present in the College campus is 50 which includes 7 Wi-Fi access points. Since the number of users are increasing day by day the existing Internet Bandwidth has been upgraded to 50 Mbps.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/library-1674124403

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

1. The college has two playgrounds - one of about 2 (two) acres of football ground, and the other of about 0.25 acre ground adjacent the large one. And students play volleyball in the small one. The Sports unit of the college under Sports Sub-Committee mentor students for practicing football and volleyball. Volleyball facilities are provided in the Boys' Hostel also.

2. Indoor games and sports facilities include Table Tennis and Carrom. Hostellers are provided with Table Tennis and Carrom Boards for recreational facilities. But these facilities were kept in abeyance due to COVID -19 Pandemic as the campus was shut off during the entire Lockdown.

3. The college has 2 (two) Gymnasiums, one at the Boys' Hostel and the other at the Girls' Hostel for the hostellers. About an average of 30 students access them on daily basis.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/gymnasium

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

1

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)	View File

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)

6895340

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

Despite the lockdown and the consequent haurdles, the Library was fully automated in 2020-21 with Koha as customised by AviorTechnologies. TheKoha in-cloud version link is : <https://shdcstaff.kohacloud.in/cgi-bin/koha/mainpage.pl>.

Earlier it was partly automated with LIBPLUS software. The full automation was done forissuance and collection of books with any hassles and to keep the library operations fully digital. Plans were on to improvise library operations by incorporating technological upgradation.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://hazidesaratcollege.ac.in/library/

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. Any 3 of the above**

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

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

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

5900

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

17

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

4.3 - IT Infrastructure

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

The college has 70 computers with WiFi facilities. In fact, the entire campus is Wi-fi enabled with high speed internet connection. All building blocks including main Academic Building, New-Academic Building, Science Block, Both Boys & Girls Hostels (with some restrictions), Guest Rooms are Wi-fi enabled. Both Wi-Fi System and LAN Internet Connections has been implemented/extended for smooth functioning of both academic and administrative sections. Both students and teachers can use internet for their academic purposes. The total number of nodes present in the College campus is 70 which includes 10 Wi Fi access points. Since the number of users are increasing day by day the existing Internet Bandwidth has been upgraded to 50Mbps. It is frequently updated to meet the needs of students, teachers and non-teaching staff alike.

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

4.3.2 - Number of Computers

100

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 B. 30 - 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)

6895340

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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

The institution adopted a well-delineated policy for maintaining and utilizing its physical, academic and support facilities like library, laboratories, sports facilities, computers as well as classrooms. It is uploaded on the website for all stakeholders to see and do the needful. It is uploaded here, and the link of the same has been pasted also.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/policy-documents-1684491624

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

1414

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)	View File

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

2

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)	View File

**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. 3 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

8

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

8

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

21

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

1

File Description	Documents
Upload supporting data for the same	View File
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)

As per the notification of West Bengal Governemnt, no Students' Council Election was held for the last 8 (eight) years. But students are roped into various committees/activities as stipulated by the West Bengal College and University Acts, 2017. Students are selected on the basis of a notification issued by the Princiapl to be engaged in various committees for the smooth functioing of college. Few students are selected from across all disciplines to to become members of several Administrative Committees Like Development Sub- Committee, Students' Welfare Sub-Committee, Anti-Ragging Cell and Hostels Sub-Committee. Usually, students not merely participate

in cocurricular/extracurricular activities, but they themselves take leading roles for organising sports/cultural events.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/regul-ar-co-curricular-activities
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

6

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

5.4 - Alumni Engagement

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

The Alumni Association was formed in 2020-21, but the registration process was in abeyance because of the lockdown and the delay at the office of Registrar of Societies, Government of West Bengal.

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 governance of the institution reflects and in tune with the vision of the college, that is, to engender and foster a holistic, ethical and entrepreneurial culture in the campus where a student would grow into a citizen of the world. The governance is truly of that vision enshrined in the vision. Truly speaking, the governance of the institution is participative and democratic with few checks at some nodal administrative points. Key features of the healthy governance of the institute are as follows: 1. Formation of different sub-committees for managing and maintaining different aspects/sections of college; 2. Regular meetings of these committees for smooth governance of the entire system; 3. Quick disposal of grievances of any stakeholder - students/teachers/employees/guardians- by holding meetings of related sub committees; 4. Regular meetings of Teachers' Council where all grievances or complaints of teachers are addressed; 5. Principal, as Head of Office, holds meetings of members of non-teaching staff in every month; 6. In order to engender/foster a democratic set-up, the college authority has made it a point to give free access to even Principals. During the Lockdown when these grievances could not be heard/resolved in in-person mode, the college authority emphasized that any stakeholder could call even the Principal for redressal of any grievances.

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 evidenced in the ways the college intends to decentralize its operations, that is, empowering different sub-committees to adopt resolutions and implement them according as per existing rules and provisions stipulated for the same committees. It was decided by the Teachers' Council that minutes of a meeting of any sub-Committee would be made available to stakeholders concerned so that anyone who is not a member is welcome with her/his opinions/grievances/complaints that would be redressed in the next meeting before its confirmation. Some key features of participative management are: 1. Making available to all related stakeholders minutes of meetings of any sub-committees for anyone to suggest/recommend any valuable and feasible changes; 2. these meeting minutes are not confirmed until and unless one's suggestions/recommendations are not addressed.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/organogram
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 strategic plans as mapped out by the IQAC emphasizes a distinctive three-pronged strategy for implementing innovative and impactful academic programs, taking into account the unique environmental and social challenges of the Sundarbans with an express aim to reverse them as opportunities.

Implementation of Curricula oriented for kinesthetic learning:

Sundarban Hazi Desarat College, being affiliated to the University of Calcutta, cannot frame syllabi/curricula of the disciplines of study offered in the college. But IQAC has implemented the following to go with the university curricula:

1. Add-On Courses
2. Compulsory Special Project Schemes in which every academic department should conduct at least ONE special projects for students in an academic year, that is, in any of two semesters in an academic block year.

Faculty Development:

The college authority encourages faculty members to engage in research and publication activities that contribute to the understanding and preservation of the Sundarbans ecosystem.

Student-Centric Learning:

The IQAC has implemented student-centric learning methodologies, such as experiential learning, problem-based learning, and project-based assignments.

Every Department fosters a culture of critical thinking, creativity, and innovation among students through interactive classroom activities.

Research and Innovation:

The IQAC encourages its faculty to conduct researches on various aspects of Sundarbans through its flagship research initiative 'Acharjya Prafulla Chandra Research Grants

Academic Collaboration and Exchange Programs:

Established collaborations with other institutions of Higher Education and organizations to promote knowledge exchange, joint research projects, and faculty/student exchanges.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/strategic-plans-society
Upload any additional information	No File Uploaded

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

The college has framed and adopted thereon well-delineated policies on different aspects of administration from Accounting to Gender to Ethics and etc with the express emphasis on the operational

orientation and clarity of governance. The administrative set-up of different cells and committees from the apex body - Governing Body - to the non-statutory cells is reflective of the proper functioning of the administration. As for appointment and service rules, the college abides by the . As per the statutes of these rules, West Bengal College Service Commission recommends names of teachers for appointment which are approved/ratified by the Governing Body as a routine affair after examining the roster point of vacancy against which the candidate has been recommended. The process at the end of college is open and transparent. Appointment of non-teaching staff is made on the basis of a Selection Committee formed by Governing Body. The Committee consists of 2 (two) members of the Governing Body and 1(one) expert from the Director of Public Instruction, Government of West Bengal. There is, however, no appointment made in the session 2020-21. The Services Rules as laid down in the College and University Act 1961 and as improvised upon it in 2017 are followed by the college as devolves upon the institute.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/policy-documents-1684491624
Link to Organogram of the Institution webpage	https://hazidesaratcollege.ac.in/pages/organogram
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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

There are welfare measures for both members of teaching and nonteaching staff:

a) Teachers can avail themselves of a loan of Rs. 10,0000/- at a time to be refunded in 18 months in instalments; b) Non-Teaching staff including casual support staff can seek financial assistance of Rs. 50, 000/- as loan to be refunded in 18 months in instalments; c) Some employees, including both teachers and non-teaching staff, have formed the Co-operative Society of the Employees of Sundarban Hazi Desarat College d) Any application for PF Loan is sanctioned in two workingdays' time. e) Because of the locational hazards of the college, the authority has made arrangements for lodging facilities for both Teaching and Non-teaching staff in the campus itself at very subsidized rates; f) Teachers are provided with incentives for attending conferences/seminars/colloquia.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/facilities-for-teching--non-teaching
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

2

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)	View File

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)	No File Uploaded

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

8

File Description	Documents
IQAC report summary	View File
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)	View File

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

IQAC routinely encourages teachers to enhance their skills by

participating in seminars/conferences or by undertaking research projects. And it also collects Performance Based Appraisal System (PBAS) which all teachers submit to IQAC annually on or before 30 June every year. The IQAC examines all the PBASs and forwards them with necessary observations to the Governing Body for proper and necessary action.

The IQAC routinely collects Annual Performance Report from each of the non-teaching staff on or before 30 June every year. The IQAC examines all the PBASs and forwards them with necessary observations to the Governing Body for proper and necessary action.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/uploads/1689340631_PBAS.pdf
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal financial audits regularly, and this auditing is done by Vigilance Cell bi-annually. As for external audits, the Director of Public Instruction, Government of West Bengal sends lists of External Auditing Firms for the college to get its audit done by one of them. But because of Pandemic and the ensuing lockdown, no internal auditing was done in the session 2021-22. The external audit was not also done as the DPI sent no list of approved firms. But the college authority was preparing for audit on its own soon.

As per the policy of college, any audit objections are settled in 24-hours time jointly by the Finance Sub-Committee and Vigilance Cell under the strict monitoring of Principals (DDO). The Income-Expenditure report for 2021-22 is uploaded.

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

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)

185388.00

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)	View File

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

The strategic plan of SUNDARBAN HAZI DESARAT COLLEGE outlines key initiatives and objectives aimed at enhancing academic efforts at Sundarban Hazi Desarat College. The plan recognizes the unique environmental and social challenges of the Sundarbans and aims to leverage them as opportunities for innovative and impactful academic programs. By integrating sustainable practices, community engagement, and interdisciplinary approaches, this program seeks to foster academic excellence, ecological conservation, and holistic development of learners. Program Implementation: 1. Inculcate within the students, through the academic programmes issues, that address the region's environmental challenges, sustainable development, and social issues through the curricula Faculty Development: Encourage faculty members to engage in research and publication activities that contribute to the understanding and preservation of the Sundarbans ecosystem. Student-Centric Learning: 1. Implement student-centred learning methodologies, such as experiential learning, problem-based learning, and projectbased assignments. 2. Foster a culture of critical thinking, creativity, and innovation among students through interactive classroom activities.

Research and Innovation: Establish research centres or institutes or schemes dedicated to utilizing the Sundarbans' ecosystem, biodiversity, and environmental challenges. And IQAC instituted 'Acharjya Prafulla Chandar Research Grant' to two faculties in an academic session for undertaking research upon area-specific issues. Academic Collaboration and Exchange Programs: a. Establish

collaborations with other institutions of Higher Education and organizations to promote knowledge exchange, joint research projects, and faculty/student exchanges. To realise this vision the college has collaborated with Domkal Girls' College in 2020-21 for mobilising intellectual resources of both institutions.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/site_viewfiledesc/205/71
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

After reopening of college in November, 2021, the IQAC contributed significantly for the quality assurance strategies and processes. The Entry-Point Test could not be taken for the newly admitted students as the lockdown continued in these parts till November, 2021. But through its Mentoring System named Chanakya and Remedial Coaching (Curative Class), IQAC kept a close monitoring on students' progression with an eye on quality education. In fact, the IQAC has put forward the following three-pronged strategy and process of follow-up:

1. To set up a goal in miniscule form, that is, in two months' time, for each academic department for organising classes/seminars or webinars/programmes;
2. To set up a goal equally for the Cell to hold programmes/webinars or seminars/ special lectures;
3. To follow those goals up with the assistance of Academic Review Committee and Vigilance Cell by holding meetings with departments concerned. Despite concerted goals and strategies, some of the plans could not be carried out.

The details are uploaded here on the given slot.

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

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

IQAC introduced Entry-Point Tests to all newly-admitted students and assess them as 'Brilliant', 'Good', 'Mediocre' and 'Slow Learners'. To keep a record of students especially the last two kinds, every Department maintained a Departmental Bi-Monthly Report (DBR). where teachers of a department would make entries of a students' progression/deterioration of a student's performance in every twomonth. Accordingly, at the recommendations of IQAC, all Departments organise Remedial Classes through a curative class Schedule (CSS). The IQAC routinely monitors that these processes are followed in practice. The biggest setback was the rate of drop-out students. IQAC held meetings with teachers to ascertain as how to circumvent the obstacles caused by the pandemic.

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	View File
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

In the Sundarban Hazi Desarat College, efforts towards gender equity are prioritized and maintained. The institution is committed to creating an inclusive and supportive environment that empowers individuals of all genders. This is achieved through various initiatives, including:

- Promoting equal opportunities:** Ensuring equal access and opportunities for all genders in academic programs, scholarships, and leadership positions.
- Gender-sensitive policies:** Implementing policies that address issues like sexual harassment, discrimination, and genderbased violence, with a focus on prevention, reporting mechanisms, and support systems.
- Gender-aware curriculum:** Integrating gender perspectives and promoting gender studies across disciplines to foster understanding and challenge gender stereotypes.
- Creating safe spaces:** Establishing safe and inclusive spaces on campus where individuals can express themselves freely, seek support, and engage in dialogue on gender-related topics.
- Awareness and training:** Conducting workshops, seminars, and awareness campaigns to educate the community about gender equity, consent, and respectful behaviour.

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	Common Rooms for Girl Students and Rest Room for Female teachers

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
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

The college emphasizes on the solid, waste and E-waste management system in order to keep the campus clean and pollution-free. 1. The solid and liquid waste is segregated at source, and the Green Cell and IQAC sensitise through awareness programme about the necessity of that segregation of solid and waste material at source. Separate bins are placed at important nodal points. 2. There are support staff in college for collecting these solid and waste materials in separate carrier bins for disposal at pits earmarked for the same. 3. There is also a lid-covered e-disposal pit in the campus, and all e-waste material are disposed there. 4. The Green Cell regularly inspects these pits as well as the entire operation of waste disposal. 5. in 2019-20, IQAC planned to construct a vermicomposting pit in the campus, but on account of COVID - 19 pandemic, the plan was kept in abeyance, The construction is underway in the current session.

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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

D. Any 1 of the above

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

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
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 Sundarban Hazi Desarat College, significant efforts are taken to promote tolerance and cultural inclusivity across caste, creed, and

economic backgrounds. The institution recognizes the importance of diversity and strives to create an environment that respects and celebrates differences. Efforts include: Diversity awareness: Organizing cultural festivals, events, and workshops that highlight the rich heritage and traditions of various communities, fostering appreciation and understanding. In the cultural activities conducted at the college, no discrimination with respect to gender, caste or custom is practiced. Inclusive policies: Implementing policies that prohibit discrimination based on caste, creed, or economic background, ensuring equal access to education, scholarships, and opportunities.

Student clubs and organizations: Encouraging the formation of student-led groups that promote cultural diversity, inclusivity, and dialogue, providing a platform for crosscultural exchange.

Curriculum integration: Incorporating diverse perspectives, histories, and cultural studies across academic disciplines, mfostering a broader understanding of the world, and promoting empathy. All students are equally encouraged, and the curriculum-based activities are also conducted in an inclusivemanner. Financial assistance: Providing financial aid and scholarships to students from economically disadvantaged backgrounds, ensuring equal opportunities for quality education.

https://hazidesaratcollege.ac.in/site_viewfiledesc/211/73

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

IQAC, every Academic Department as well as NSS organise from time to time different programmes and events to sensitize students as well as employees about constitutional obligations. in 2021-22, IQAC mandated the Department of Political Science to conduct an Add-on Course on Social Ethics and Democratic Citizenry in collaboration with Ethics Cell. 1. NSS organises programmes like Constitution Day every year. It was held this year too. 2. IQAC routinely organises 2 (two) programmes for this purpose every year as per its policy. Only one event was held this year. .

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 C. Any 2 of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
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

Different national and International days are celebrated by various units of college under the guidance of IQAC. Usually the following days are celebrated: a) Birthday of Vidyasagar b) Republic Day c) Independence Day d) Birthday of Netaji Subhas Chandra Bose

e) Constitution Day f) Women's Day g) International Day of Forests h) World Environment Day i) Rabindra Jayanti j) National Mathematics Day & International Science Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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.

Despite the devastating Lockdown during the entire tenure of 2020-2021 and the current year (2021-22), the college has implemented the following two best practices: 1. From 3rd semester onwards, all students are registered for free-coaching for various competitive examinations, both inperson coaching and online mode of practice papers integrated in the website. Even amid the lockdown, IQAC encouraged students to access from home the portal for go through the study materials and practice papers (more than 100 hundred practice/mock test papers). 2. To instil environmental ethics among students, the college has adopted #goGreen Project through which every newly admitted student is gifted with a sapling for planting at home. Hostellers are encouraged to plant their saplings in the campus itself. Besides, IQAC has adopted the policy of Collect Plastics and Gift Yourself A BPA Free Water Bottle'. That is, in exchange of 100 pieces of used plastics in the campus, the student would get a BPA free water bottle. Though

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

From the point of view of vision of the institute, a holistic educational atmosphere has been engendered. A three-fold mechanism is laid out by the IQAC for students' progression. After entry-point

examinations, students of the remote Sundarban delta, mostly first learners and from economically challenged backgrounds, are taken care of in a comprehensive manner by exposing them to vistas of higher education through curricula delivery as well as by instilling in them moral and social values through the mentoring system. Thirdly, to realize its vision of enabling them to attain equity with the advantaged groups, the college authority has introduced add-on courses. These visions could not be materialised because of the Lockdown. But during the lockdown, it was decided that a committed placement cell would be opened to see over the placement of students. Besides, the college would get itself registered on NATS (National Apprenticeship Training Scheme, Government of India) for this purpose.

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

Sundarban Hazi Desarat College is affiliated to the University of Calcutta and adheres to its curriculum.

The college prepares an academic calendar at the beginning of the year with details of the commencement of classes and marks the possible dates of examination which are correlated with the University Notices and schedules. The Academic calendar also marks out the details of the academic activities that are planned by the College. The Academic Calendar is uploaded in the college website. The faculty and staff worked to reach out to students during the Covid 19 pandemic's disruption of the regular academic schedule. Apart from classes, relevant study materials were uploaded online, including lecture videos, class notes, PPTs and e-books that are available in the college LMS and taking into consideration the disruptive nature of the students' internet connections, as many of them come from the farthest reaches of the country, the faculty and staff collaborated to maintain the CBCS model of curriculum in accordance with university standards.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://hazidesaratcollege.ac.in/pages/academic-mic-calendar-1673593259

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

Sundarban Hazi Desarat College is affiliated to the University of Calcutta and adheres to its curriculum.

- The college prepares an academic calendar at the beginning of the year with details of the commencement of classes and marks the possible dates of examination which are correlated with the University Notices and schedules. The Academic calendar also marks out the details of the

academic activities that are planned by the College. The Academic Calendar is uploaded in the college website.

The college's faculty and staff worked to reach out to students during the Covid 19 pandemic's disruption of the regular academic schedule. Apart from classes, relevant study materials were uploaded online, including lecture videos, class notes, PPTs and e-books that are available in the college LMS and taking into consideration the disruptive nature of the students' internet connections, as many of them come from the farthest reaches of the country, the faculty and staff collaborated to maintain the CBCS model of curriculum in accordance with university standards.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://hazidesaratcollege.ac.in/pages/academic-calendar-1673593259

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

B. Any 3 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**24**

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

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****5**

File Description	Documents
Any additional information	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**127****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****127**

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

1.3 - Curriculum Enrichment

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

Within the stipulated norms of the University Syllabi, the institute offers courses that integrates crosscutting issues that are relevant to the sensitization towards gender, professional ethics, human values, Environment, and sustainability.

Environment and Sustainability: Environmental studies are integrated into the curriculum through the AECC Course in Semester II and integrated in the UG Syllabi of Botany, Zoology, Anthropology, English, Economics and Geography. Issues on General Health and Nutrition as part of sustainable development are integral to the UG curriculum of Education, History, Zoology, and Anthropology. Gender sensitization and relevant issues are included in the UG Syllabi of Political Science, Bengali, English, Education and History amongst others. Issues on Gender has been also actively integrated into the curricular activities through seminars and inter-departmental lectures. Issues related to Professional Ethics is integrated in the UG courses of English, Education and Commerce subjects. The Institute also conducts an add-on course in Ethics integrating it within the main curriculum. The students take classes in Bengali, Political Science, Education, English, and Commerce, which also contain lessons on moral principles and Human Values. The Institution also integrates cross-cutting issues through various programmes, and co-curricular activities like film shows, that were conducted through an online platform during the pandemic. The Institution also undertakes various activities like seminars, conferences, and commemorates many important days like International Day of Forests and International Women's Day in the calendar through student centric programmes that inculcate ideas of social and moral

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

3

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**71**

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

B. Any 3 of the above

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

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
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

1349

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

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

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

607

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

2.2 - Catering to Student Diversity

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

The college has adopted to keep track of students' progression through Departmental Bi-Monthly Report (DBR) in which a student's entry-point merit is assessed through a Test, and a bi-monthly report is maintained for each student. Through this process, the advanced learners and the slow learners have been identified. For the slow learners remedial classes have been arranged and through a process of continuous mentoring by the group mentors, the slow learners were given necessary inputs for their advancement. For advanced learners, the mentor group had explored different career options for them and through continuous consultations advanced career options were suggested for them.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1571	24

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

IQAC has adopted measures for kinesthetic or experiential learning for enhancement of learning experiences. In fact, IQAC has made it a policy that every academic Department conducts at least ONE

special kinesthetic/student-centric learning module in an academic session/semester. Accordingly, departments of English, Education, Political Science, History and students of science Departments participated in experiential learning.

- Department of English conducted a survey of local fishermen as part of a project for CC 5 (Semester III), based on the Hemingway's novel 'Old Man and the Sea' . 18 (eighteen) students participated in it.
- Students of Department of Education of Semester V, 27 (twenty seven) in all, participated in students seminar.
- Department of History conducted a micro-teaching of students of Semester V.
- Students of all Semesters of all science departments went on field works/surveys in local areas and in the botanical gardens of RamaKrishna Mission.
- All Departments published students' Wall Magazines
- Department of Education and Department of Political Science, Sundarban Hazi Desarat College, jointly organized an Educational Excursion to Indian Museum, Kolkata on April 28, 2022. Students enjoyed the day-long excursion and viewed every part of Indian Museum. They were very much excited to study the rich and well-documented collection of historical and current specimens. Students were excited to visit the exhibition on "Wearing Dreams: Women Imagine A Violence Free World", organized by Ministry of Culture, Government of India.

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

After the COVID - 19 pandemic, the digital medium has come to the fore in dissemination of learning. The college has prepared a central portal where teachers of different departments upload electronic study material (notes/book excerpts/pdf/ ppt/ audio/ video) which students accessed from their home. Many teachers have uploaded lectures in youtube, which was accessed by the students.

- The Learning Management System (Eshikshak) of the college is

accessed by most teachers who upload learning resources in the system for students.

- The IQAC has developed a mobile application called 'Chanakya' data in which is fed by almost all teachers.
- The master routine rotates classes in six audio-visual classrooms so that all teachers can take classes in those rooms for students to grasp the curricula better.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://eshikshak.hazidesaratcollege.ac.in/

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

37

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

42

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

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

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

15

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

201

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.

The Chairman, IQAC, mandated the Coordinator to ensure every Department should carry out one experiential learning module like performance/field works/surveys/poster making in an academic session (two semesters). And the teachers concerned should digitally record these learning practices in the said application. All these would be calculated at the end of Semester for calculating their Internal Examinations (10 marks) and Projects (15 marks) scores. iii) The college maintains Departmental Bi-Monthly Report (DBR) to keep records of students' learning progressions and their performances in Continuous Internal Examinations (CIE). Not only a student is assessed in terms of her/his performance in the examination, but also her/his class performance and participation in special projects. 2 (two) periodic tests are taken in the gap of every 2 (two) months along with the Internal Examinations. Each Periodic Test (PT) carried full marks of 20. And, as for Internal Examination, the full mark is 10. This total of 50 is scaled down to 10, that is, if a student has scored 30 out of 50, her/his score at the end of a semester for uploading in the examination portal of university is 6 out of 10.

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

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

The college has separate Examinations Committee, which is entrusted with conducting the examinations and a separate grievance cell for ensuring redressal of any exam related grievances. To maintain the process transparent, the answer scripts of internal class tests and assignments are shared with students, and in case corrections in the total of marks or assessment of answers are identified by students themselves, they are immediately addressed by the faculty members. Besides this, the college has a portal for readdressing student's grievance and its immediate remedy. This link for this portal was pasted on the home screen of college website.

The attendance record in classes which is part of the internal examination, has been notified to students. Adequate concession is given in attendance of students on medical grounds .

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://hazidesaratcollege.ac.in/pages/exam-related-grievances

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.

The college offers 24 undergraduate programmes in BA, B Sc and BCom. The college explicitly states all the programme and course outcomes, displays them on college website. The curriculum of all the programmes is framed by the University of Calcutta. The outline of the program outcomes is mentioned in the Online Orientation Programme for the newly admitted students on the day of commencement of an academic session. Students are encouraged to ask questions and are imbibed in critical thinking so as to enable them to understand and analyse contemporary societal, environmental and cultural problems. Efforts are taken to enhance their communication skills to allow them to exchange ideas, thoughts, and information effectively. Students develop leadership qualities and learn to embrace plurality, respect others' views and opposite genders, mediate indisagreements, while maintaining professional and life ethics. Students are also made aware to be responsible towards maintaining sustainability in our environment. Environmental day celebration was organized by IQAC on June 5, 2021.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://hazidesaratcollege.ac.in/uploads/1675921663_POC02019-20.pdf
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.

Although no such mechanism could still be developed, the IQAC has put in place an offline/telephonic mode of collecting students' opinions.

The link is pasted below.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://hazidesaratcollege.ac.in/pages/exam-related-grievances

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

200

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

2.7 - Student Satisfaction Survey

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

https://hazidesaratcollege.ac.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)	No File Uploaded

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

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

3

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

6

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****5**

File Description	Documents
Any additional information	No File Uploaded
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****9**

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

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

The NSS Unit planted 20 (twenty) mango saplings in the adopted village of Tentultali. To reach out to the local people and to foster the spirit of scientific temperment 'Sundarban Research Society' and the 'Consortium of Science Teachers for Promotion of Science and Cultivation of Scientific Temper' organised various events like Krishimela and Agriculture Produce Display Programme and Ramanujan Talent Search Examination in November and December, 2021.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/sundarban-research-society
Upload any additional information	No File Uploaded

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

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

0

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

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

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

2

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)	No File Uploaded

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
73

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.4 - Collaboration
3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year
` 1

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

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year
3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year
2

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	No File Uploaded

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.

1. There are 40 (forty) classrooms out of which 5(five) are equipped with interactive smartboards with LAN connectivity. For ease of hearing by the students microphone and sound box are installed in all large classrooms. All classrooms are well-lighted. All main entrance to the Academic Blocks are paved with ramps with hand railings for the benefits of differently challenged students.

2. The science laboratories in subjects of Physics, Chemistry, Botany, Zoology, Anthropology and Geography are well-equipped with all modern gadgets and devices despite poor or virtually no funding from state government. All laboratories are accessed by students during stipulated hours under the guidance of teachers concerned. Although it is true that these laboratories may not have all state of the art infrastructure, but the arrangements are helpful to the learners as per the necessity of their syllabi.

3. The college boasts of three modest sized computer laboratories - one at the 1st floor of the Humanities Academic Block, and the other two in the Science Block. Despite being located in the hinterland of the Sundarbans, the College has nearly 70 computers (Desktop and; Laptop). The total number of nodes present in the College campus is 50 which includes 7 Wi-Fi access points. Since the number of users are increasing day by day the existing Internet Bandwidth has been upgraded to 50 Mbps.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/library-1674124403

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

1. The college has two playgrounds - one of about 2 (two) acres of football ground, and the other of about 0.25 acre ground adjacent the large one. And students play volleyball in the small one. The Sports unit of the college under Sports Sub-Committee mentor students for practicing football and volleyball. Volleyball facilities are provided in the Boys' Hostel also.

2. Indoor games and sports facilities include Table Tennis and Carrom. Hostellers are provided with Table Tennis and Carrom Boards for recreational facilities. But these facilities were kept in abeyance due to COVID -19 Pandemic as the campus was shut off during the entire Lockdown.

3. The college has 2 (two) Gymnasiums, one at the Boys' Hostel and the other at the Girls' Hostel for the hostellers. About an average of 30 students access them on daily basis.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/gymnasium

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

1

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)	View File

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)

6895340

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

Despite the lockdown and the consequent haurdles, the Library was fully automated in 2020-21 with Koha as customised by AviorTechnologies. TheKoha in-cloud version link is : <https://shdcstaff.kohacloud.in/cgi-bin/koha/mainpage.pl>.

Earlier it was partly automated with LIBPLUS software. The full automation was done forissuance and collection of books with any hassles and to keep the library operations fully digital. Plans were on to improvise library operations by incorporating techological upgradation.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://hazidesaratcollege.ac.in/library/

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. Any 3 of the above

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

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

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

5900

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

17

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

4.3 - IT Infrastructure

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

The college has 70 computers with WiFi facilities. In fact, the entire campus is Wi-fi enabled with high speed internet connection. All building blocks including main Academic Building, New-Academic Building, Science Block, Both Boys & Girls Hostels (with some restrictions), Guest Rooms are Wi-fi enabled. Both Wi-Fi System and LAN Internet Connections has been implemented/extended for smooth functioning of both academic and administrative sections. Both students and teachers can use internet for their academic purposes. The total number of nodes present in the College campus is 70 which includes 10 Wi Fi access points. Since the number of users are increasing day by day the existing Internet Bandwidth has been upgraded to 50Mbps. It is frequently updated to meet the needs of students, teachers and non-teaching staff alike.

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

4.3.2 - Number of Computers

100

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

B. 30 - 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)

6895340

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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

The institution adopted a well-delineated policy for maintaining and utilizing its physical, academic and support facilities like library, laboratories, sports facilities, computers as well as classrooms. It is uploaded on the website for all stakeholders to see and do the needful. It is uploaded here, and the link of the same has been pasted also.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/policy-documents-1684491624

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****1414**

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)	View File

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****2**

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)	View File

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. 3 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

8

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

8

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

21

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**1**

File Description	Documents
Upload supporting data for the same	View File
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)

As per the notification of West Bengal Governemnt, no Students' Council Election was held for the last 8 (eight) years. But students are roped into various committees/activities as stipulated by the West Bengal College and University Acts, 2017. Students are selected on the basis of a notification issued by the Princiapl to be engaged in various committees for the smooth functioning of college. Few students are selected from across all disciplines to to become members of several Administrative Committees Like Development Sub- Committee, Students' Welfare Sub-Committee, Anti-Ragging Cell and Hostels Sub-Committee.

Usually, students not merely participate in cocurricular/extracurricular activities, but they themselves take leading roles for organising sports/cultural events.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/regular-co-curricular-activities
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

6

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

5.4 - Alumni Engagement

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

The Alumni Association was formed in 2020-21, but the registration process was in abeyance because of the lockdown and the delay at the office of Registrar of Societies, Government of West Bengal.

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 governance of the institution reflects and in tune with the vision of the college, that is, to engender and foster a holistic, ethical and entrepreneurial culture in the campus where a student would grow into a citizen of the world. The governance is truly of that vision enshrined in the vision. Truly speaking, the governance of the institution is participative and democratic with few checks at some nodal administrative points. Key features of the healthy governance of the institute are as follows:

1. Formation of different sub-committees for managing and maintaining different aspects/sections of college;
2. Regular meetings of these committees for smooth governance of the entire system;
3. Quick disposal of grievances of any stakeholder - students/teachers/employees/guardians- by holding meetings of related sub committees;
4. Regular meetings of Teachers' Council where all grievances or complaints of teachers are addressed;
5. Principal, as Head of Office, holds meetings of members of non-teaching staff in every month;
6. In order to engender/foster a democratic set-up, the college authority has made it a point to give free access to even Principals. During the Lockdown when these grievances could not be heard/resolved in in-person mode, the college authority emphasized that any stakeholder could call even the Principal for redressal of any grievances.

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 evidenced in the ways the college intends to decentralize its operations, that is, empowering different sub-committees to adopt resolutions and implement them according as per existing rules and provisions stipulated for the same committees. It was decided by the Teachers' Council that minutes of a meeting of any sub-Committee would be made available to stakeholders concerned so that anyone who is not a member is welcome with her/his opinions/grievances/complaints that would be redressed in the next meeting before its confirmation. Some key features of participative management are: 1. Making available to all related stakeholders minutes of meetings of any sub-committees for anyone to suggest/recommend any valuable and feasible changes; 2. these meeting minutes are not confirmed until and unless one's suggestions/recommendations are not addressed.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/organoanogram
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 strategic plans as mapped out by the IQAC emphasizes a distinctive three-pronged strategy for implementing innovative and impactful academic programs, taking into account the unique environmental and social challenges of the Sundarbans with an express aim to reverse them as opportunities.

Implementation of Curricula oriented for kinesthetic learning:

Sundarban Hazi Desarat College, being affiliated to the

University of Calcutta, cannot frame syllabi/curricula of the disciplines of study offered in the college. But IQAC has implemented the following to go with the university curricula:

1. Add-On Courses
2. Compulsory Special Project Schemes in which every academic department should conduct at least ONE special projects for students in an academic year, that is, in any of two semesters in an academic block year.

Faculty Development:

The college authority encourages faculty members to engage in research and publication activities that contribute to the understanding and preservation of the Sundarbans ecosystem.

Student-Centric Learning:

The IQAC has implemented student-centric learning methodologies, such as experiential learning, problem-based learning, and project-based assignments.

Every Department fosters a culture of critical thinking, creativity, and innovation among students through interactive classroom activities.

Research and Innovation:

The IQAC encourages its faculty to conduct researches on various aspects of Sundarbans through its flagship research initiative 'Acharjya Prafulla Chandra Research Grants

Academic Collaboration and Exchange Programs:

Established collaborations with other institutions of Higher Education and organizations to promote knowledge exchange, joint research projects, and faculty/student exchanges.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/strategic-plans-society
Upload any additional information	No File Uploaded

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

The college has framed and adopted thereon well-delineated policies on different aspects of administration from Accounting to Gender to Ethics and etc with the express emphasis on the operational orientation and clarity of governance. The administrative set-up of different cells and committees from the apex body - Governing Body - to the non-statutory cells is reflective of the proper functioning of the administration. As for appointment and service rules, the college abides by the . As per the statutes of these rules, West Bengal College Service Commission recommends names of teachers for appointment which are approved/ratified by the Governing Body as a routine affair after examining the roster point of vacancy against which the candidate has been recommended. The process at the end of college is open and transparent. Appointment of non-teaching staff is made on the basis of a Selection Committee formed by Governing Body. The Committee consists of 2 (two) members of the Governing Body and 1(one) expert from the Director of Public Instruction, Government of West Bengal. There is, however, no appointment made in the session 2020-21. The Services Rules as laid down in the College and University Act 1961 and as improvised upon it in 2017 are followed by the college as devolves upon the institute.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/policy-documents-1684491624
Link to Organogram of the Institution webpage	https://hazidesaratcollege.ac.in/pages/organogram
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	B. Any 3 of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
There are welfare measures for both members of teaching and nonteaching staff: a) Teachers can avail themselves of a loan of Rs. 10,0000/- at a time to be refunded in 18 months in instalments; b) Non-Teaching staff including casual support staff can seek financial assistance of Rs. 50, 000/- as loan to be refunded in 18 months in instalments; c) Some employees, including both teachers and non-teaching staff, have formed the Co-operative Society of the Employees of Sundarban Hazi Desarat College d) Anyapplication for PF Loan is sanctioned in two workingdays' time. e) Because of the locational hazards of the college, the authority has madearrangements for lodging facilities for both Teaching and Non-teaching staff in the campus itself at very subsidized rates; f) Teachers are provided with incentives for attending conferences/seminars/colloquia.	
File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/pages/facilities-for-teching--non-teaching
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****2**

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)	View File

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)	No File Uploaded

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**

8

File Description	Documents
IQAC report summary	View File
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)	View File

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

IQAC routinely encourages teachers to enhance their skills by participating in seminars/conferences or by undertaking research projects. And it also collects Performance Based Appraisal System (PBAS) which all teachers submit to IQAC annually on or before 30 June every year. The IQAC examines all the PBASs and forwards them with necessary observations to the Governing Body for proper and necessary action.

The IQAC routinely collects Annual Performance Report from each of the non-teaching staff on or before 30 June every year. The IQAC examines all the PBASs and forwards them with necessary observations to the Governing Body for proper and necessary action.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/uploads/1689340631_PBAS.pdf
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal financial audits regularly, and this auditing is done by Vigilance Cell bi-annually. As foreexternal audits, the Director of Public Instruction, Government of West Bengal sends lists of External Auditing Farms for the college to get its audit done by one of them. But beacuse of Pandemic and the ensuing lockdown, no internal auditing was done in the session 2021-22. The external audit was not also done as the DPI sent no list of approved farms. But the college authority was preparing for audit on its own soon.

As per the policy of college, any audit objections are settled in 24-hours time jointly by the Fianace Sub-Committee and Vigilance Cell under the strict monitoring of Princiapl (DDO). The Income-Expenditure report for 2021-22 is uploaded.

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

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)

185388.00

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)	View File

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

Thestrategic plan of SUNDARBAN HAZI DESARAT COLLEGE outlines key initiatives and objectives aimed at enhancing academic efforts at Sundarban Hazi Desarat College. The plan recognizes the unique environmental and social challenges of the Sundarbans and aims to leverage them as opportunities for innovative and impactful

academic programs. By integrating sustainable practices, community engagement, and interdisciplinary approaches, this program seeks to foster academic excellence, ecological conservation, and holistic development of learners. Program Implementation: 1. Inculcate within the students, through the academic programmes issues, that address the region's environmental challenges, sustainable development, and social issues through the curricula Faculty Development: Encourage faculty members to engage in research and publication activities that contribute to the understanding and preservation of the Sundarbans ecosystem. Student-Centric Learning: 1. Implement student-centred learning methodologies, such as experiential learning, problem-based learning, and projectbased assignments. 2. Foster a culture of critical thinking, creativity, and innovation among students through interactive classroom activities.

Research and Innovation: Establish research centres or institutes or schemes dedicated to utilizing the Sundarbans' ecosystem, biodiversity, and environmental challenges. And IQAC instituted 'Acharjya Prafulla Chandar Research Grant' to two faculties in an academic session for undertaking research upon area-specific issues. Academic Collaboration and Exchange Programs: a. Establish collaborations with other institutions of Higher Education and organizations to promote knowledge exchange, joint research projects, and faculty/student exchanges. To realise this vision the college has collaborated with Domkal Girls' College in 2020-21 for mobilising intellectual resources of both institutions.

File Description	Documents
Paste link for additional information	https://hazidesaratcollege.ac.in/site_view/filedesc/205/71
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

After reopening of college in November, 2021, the IQAC contributed significantly for the quality assurance strategies and processes. The Entry-Point Test could not be taken for the newly admitted students as the lockdown continued in these parts till November, 2021. But through its Mentoring System named

Chanakya and Remedial Coaching (Curative Class), IQAC kept a close monitoring on students' progression with an eye on quality education. In fact, the IQAC has put forward the following three-pronged strategy and process of follow-up:

1. To set up a goal in miniscule form, that is, in two months' time, for each academic department for organising classes/seminars or webinars/programmes;
2. To set up a goal equally for the Cell to hold programmes/webinars or seminars/ special lectures;
3. To follow those goals up with the assistance of Academic Review Committee and Vigilance Cell by holding meetings with departments concerned. Despite concerted goals and strategies, some of the plans could not be carried out.

The details are uploaded here on the given slot.

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

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

IQAC introduced Entry-Point Tests to all newly-admitted students and assess them as 'Brilliant', 'Good', 'Mediocre' and 'Slow Learners'. To keep a record of students especially the last two kinds, every Department maintained a Departmental Bi-Monthly Report (DBR). where teachers of a department would make entries of a students' progression/deterioration of a student's performance in every two month. Accordingly, at the recommendations of IQAC, all Departments organise Remedial Classes through a curative class Schedule (CSS). The IQAC routinely monitors that these processes are followed in practice. The biggest setback was the rate of drop-out students. IQAC held meetings with teachers to ascertain as how to circumvent the obstacles caused by the pandemic.

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	View File
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

In the Sundarban Hazi Desarat College, efforts towards gender equity are prioritized and maintained. The institution is committed to creating an inclusive and supportive environment that empowers individuals of all genders. This is achieved through various initiatives, including: Promoting equal opportunities: Ensuring equal access and opportunities for all genders in academic programs, scholarships, and leadership positions. Gender-sensitive policies: Implementing policies that address issues like sexual harassment, discrimination, and genderbased violence, with a focus on prevention, reporting

mechanisms, and support systems. Gender-aware curriculum: Integrating gender perspectives and promoting gender studies across disciplines to foster understanding and challenge gender stereotypes. Creating safe spaces: Establishing safe and inclusive spaces on campus where individuals can express themselves freely, seek support, and engage in dialogue on gender-related topics. Awareness and training: Conducting workshops, seminars, and awareness campaigns to educate the community about gender equity, consent, and respectful behaviour.

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	Common Rooms for Girl Students and Rest Room for Female teachers

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
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

The college emphasizes on the solid, waste and E-waste management system in order to keep the campus clean and pollution-free. 1. The solid and liquid waste is segregated at source, and the Green Cell and IQAC sensitise through awareness programme about the necessity of that segregation of solid and waste material at source. Separate bins are placed at important nodal points. 2. There are support staff in college for collecting these solid and waste materials in separate carrier bins for disposal at pits

earmarked for the same. 3. There is also a lid-covered e-disposal pit in the campus, and all e-waste material are disposed there. 4. The Green Cell regularly inspects these pits as well as the entire operation of waste disposal. 5. in 2019-20, IQAC planned to construct a vermicomposting pit in the campus, but on account of COVID - 19 pandemic, the plan was kept in abeyance, The construction is underway in the current session.

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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	View File
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	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
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 Sundarban Hazi Desarat College, significant efforts are taken to promote tolerance and cultural inclusivity across caste, creed, and economic backgrounds. The institution recognizes the importance of diversity and strives to create an environment that respects and celebrates differences. Efforts include: Diversity awareness: Organizing cultural festivals, events, and workshops that highlight the rich heritage and traditions of various communities, fostering appreciation and understanding. In the cultural activities conducted at the college, no discrimination with respect to gender, caste or custom is practiced. Inclusive policies: Implementing policies that prohibit discrimination based on caste, creed, or economic background, ensuring equal access to education, scholarships, and opportunities.

Student clubs and organizations: Encouraging the formation of student-led groups that promote cultural diversity, inclusivity, and dialogue, providing a platform for crosscultural exchange. **Curriculum integration:** Incorporating diverse perspectives, histories, and cultural studies across academic disciplines, mfostering a broader understanding of the world, and promoting empathy. All students are equally encouraged, and the curriculum-based activities are also conducted in an inclusivemanner. **Financial assistance:** Providing financial aid and scholarships to students from economically disadvantaged backgrounds, ensuring equal opportunities for quality education.
https://hazidesaratcollege.ac.in/site_viewfiledesc/211/73

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

IQAC, every Academic Department as well as NSS organise from time to time different programmes and events to sensitize students as well as employees about constitutional obligations. In 2021-22, IQAC mandated the Department of Political Science to conduct an Add-on Course on Social Ethics and Democratic Citizenship in collaboration with Ethics Cell. 1. NSS organises programmes like Constitution Day every year. It was held this year too. 2. IQAC routinely organises 2 (two) programmes for this purpose every year as per its policy. Only one event was held this year. .

File Description	Documents
Details of activities that inculcate values; necessary to render students into 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	View File
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

Different national and International days are celebrated by various units of college under the guidance of IQAC. Usually the following days are celebrated: a) Birthday of Vidyasagar b) Republic Day c) Independence Day d) Birthday of Netaji Subhas Chandra Bose

e) Constitution Day f) Women's Day g) International Day of Forests h) World Environment Day i) Rabindra Jayanti j) National Mathematics Day & International Science Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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.

Despite the devastating Lockdown during the entire tenure of 2020-2021 and the current year (2021-22), the college has implemented the following two best practices: 1. From 3rd semester onwards, all students are registered for free-coaching for various competitive examinations, both in person coaching and online mode of practice papers integrated in the website. Even

amid the lockdown, IQAC encouraged students to access from home the portal for go through the study materials and practice papers (more than 100 hundred practice/mock test papers). 2. To instil environmental ethics among students, the college has adopted #goGreen Project through which every newly admitted student is gifted with a sapling for planting at home. Hostellers are encouraged to plant their saplings in the campus itself. Besides, IQAC has adopted the policy of Collect Plastics and Gift Yourself A BPA Free Water Bottle'. That is, in exchange of 100 pieces of used plastics in the campus, the student would get a BPA free water bottle. Though

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

From the point of view of vision of the institute, a holistic educational atmosphere has been engendered. A three-fold mechanism is laid out by the IQAC for students' progression. After entry-point examinations, students of the remote Sundarban delta, mostly first learners and from economically challenged backgrounds, are taken care of in a comprehensive manner by exposing them to vistas of higher education through curricula delivery as well as by instilling in them moral and social values through the mentoring system. Thirdly, to realize its vision of enabling them to attain equity with the advantaged groups, the college authority has introduced add-on courses. These visions could not be materialised because of the Lockdown. But during the lockdown, it was decided that a committed placement cell would be opened to see over the placement of students. Besides, the college would get itself registered on NATS (National Apprenticeship Training Scheme, Government of India) for this purpose.

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

The IQAC plans to adopt the following measures for quality enhancement and create and sustain a comprehensive campus ecology comprising all stakeholders in the next academic session, that is, 2022-23:

1. To initiate a policy, tentatively named, Nichola TeslaGroup through which to identify brilliant and good students from every discipline to create a pool of such learners so that they could be encouraged and mobilized by IQAC together with Academic Sub-Committee for further development and working towards their chosen career options. Mediocre and slow learners, identified in the Entry Point Test and in classrooms, would also be identified and pooled into Thomas Edison Group. They would also be mobilized and encouraged through regular motivational sessions.

2. Apart from the Jadav Payeng Eco Club and Lata Mangeshkar Cultural Club, 3 (three) clubs would be founded -- A P J Kalam Science Club, Women's Club and Ambedkar Study Circle to keep students engaged in creative extra-curricular activities.

3. Every student, upon admission to 1st Semester, be given a sapling for planting at home under IQAC's #GoGreen project. The members of IQAC's Jadav Payeng Eco Club would grow these plants/saplings, as in the current year, in the campus itself.

4. To take measures for organizing a Job Fair in the campus for engaging students in job sectors immediately upon completion of their UG courses, especially those who are not willing able to move to higher education like PG/B Ed etc.