



YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	SUBHAS CHANDRA BOSE CENTENARY COLLEGE
• Name of the Head of the institution	Dr. Supam Mukherjee
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9434222716
• Mobile No:	9434222716
• Registered e-mail	scbccollege@gmail.com
• Alternate e-mail	iqac.sbcc@gmail.com
• Address	
• City/Town	Lalbagh, Murshidabad
• State/UT	West Bengal
• Pin Code	
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Kalyani				
• Name of the IQAC Coordinator	Dr. Subarna Bandyopadhyay				
• Phone No.	9732564404				
• Alternate phone No.	7908019425				
• Mobile	9732564404				
• IQAC e-mail address	iqac.scbcc@gmail.com				
• Alternate e-mail address					
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.scbcc.ac.in/images/AQAR_2022-23.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.scbcc.ac.in/academic_calendar.php				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.25	2022	29/03/2022	28/03/2027
6. Date of Establishment of IQAC			20/04/2010		
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	NA	NA	NA	00	
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	2	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>* Installation of Solar panels as part of Eco-friendly attitude * Initiatives for Add on course. * Initiatives to continue extensive activities with special emphasis on local heritage maintenance. * Initiatives to preserve local heritage.</p>		
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	
* Start Add-on courses on topics related to curriculum and issues related to skill development.	The academic departments have started several add-on courses, specially related to skill development.	
13.Whether the AQAR was placed before statutory body?	No	
<ul style="list-style-type: none"> Name of the statutory body 		
Name	Date of meeting(s)	
IQAC	Nil	
14.Whether institutional data submitted to AISHE		

Year	Date of Submission
2022-23	23/02/2024

15. Multidisciplinary / interdisciplinary

The new National Education Policy (NEP) under the University of Kalyani, acknowledges the holistic and multidisciplinary approach. The college has implemented NEP 2020 in its academic year 2023-2024, introducing new elements to the course, such as Value Added Courses (VAC), Skill Enhancement Courses (SEC), and Add-on courses. This further helps to promote soft skills such as adaptability, communication, discussion, problem solving, debate, teamwork. The college wishes to incorporate various forms of skill elements and courses to develop different capabilities among students in a collaborative manner. The departments organize interdisciplinary classes on a regular basis. VAC courses include Environmental Science, Understanding India, to develop an understanding for the need of sustainable changes in environment and human being for a better society and also of liberal arts and its evolution in India since ages. It helps the students get an understanding of their rights and duties towards their heritage and look forward to innovations connected to it. Skill Enhancement Courses (SEC) include Legislative practices and procedure, Nationalism and India, Soft skill, Business Communication, Understanding of Indian Heritage through Art and Architecture, Basics of Computer and Computer Application, Western Logic and its application, Ethics: Theory and Practice, Democratic Awareness with legal Literacy, English Language Teaching, Sanskrit General Grammar and composition, Studies in Electronic Communication System and many other such skill sets that helps the student grow in the competitive market. Apart from the variety of academic courses there are various cells in the college that promote students' opportunities to sharpen their leadership and presentation skills, focus on extracurricular activities and improve their soft skills. The Cultural Committee encourages the participation of students regularly in various events and atone their skills . The Career Development and Placement Cell aims at broadening the horizons of its students by educating them about the various fields of internships, apprenticeships, entrepreneurship activities and events to open the wide scope of opportunities available to them and nurture it. Youth Parliament Society represents College in the Model Youth Parliament organised across the country, which helps them understand Policy making, foreign policies, International Relations and Constitution. The college is aiming to add more courses in the near future.

16.Academic bank of credits (ABC):

Students are uniformly guided by the college to create and submit their ABC Id at the time of admission and verification. ABC works as a digilocker, which accumulates credit and also does the work of credit verification, credit redemption, credit exchange and authentication of academic awards, providing an opportunity to the student for multiple entry and multiple exit. It is an initiative taken for the benefit of the students to choose their own Certificate/Degree/ Diploma/ etc. for a lifelong time whenever needed. Academic Bank of Credit (ABC) is a national-level credit-based, student-centric, and highly flexible digital platform for students to store their academic credits earned from various recognized Higher Educational Institutions (HEI). It also enables them to choose any course in other institutions across the nation if they intend to.

17.Skill development:

The college is taking active efforts to support the students to become responsible citizens by acquiring various skills. The college has introduced some basic skills into its curriculum through Value-Added Courses (VAC) such as Environmental Science and Understanding India. The college organizes multiple webinars and seminars on a regular basis to help the students gather information from the experts and professionals. The institution has hired professionals for skill development, assessment and feedback on a regular basis to focus on the growth of the students. For problem solving, both existential and practical, the institution organizes mental health sessions and guidance services on a regular interval. Add-on certificate course in English communication skill, Workshop on Basics of QGIS and Spoken Sanskrit is being promoted to enable the students to survive in the global job scenario. The National Service Scheme (NSS) with a view of "Not Me, But You" works towards value development among students. It has promoted community service and encouraged the students to actively participate in various activities like Yoga Week, World Environment Day, World Nature Conservation Day and Indian National Sports Day, Mental Health Day and many more. Mental health awareness is an essential aspect of overall wellbeing and the college has collaborated with Berhampore Medical Health Services and Lalbagh SDO Hospital. The regular activities of NSS make the students face the real-world situations and prepares them for the challenges of the contemporary world, bridging the gap between academic knowledge and its practical application.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture,

using online course)

The college has four Language Departments which collaborate with other departments to impart a basic understanding of the Indian Knowledge System. It includes education of the Urdu and Sanskrit scriptures, Indian Heritage, Folk art forms. This is done through multiple workshops on Local Heritage ,certificate course on Patachitra and Skill Development Course on Indian Art and Architecture and field work as well as hands-on training by professionals. The college library supports the fields of study with a wide range of books. The college has a cultural committee to hone and nurture the skill of the students to engage in diverse cultural programmes to foster and celebrate Indian culture and traditions. NSS plays a major role in connecting the students across the country to engage with various cultures and traditions and have a practical understanding through field visits. The Language Lab is one of a kind in Murshidabad district, it helps the students to learn the basics of Language like English, Sanskrit and Arabic. The college is still working upon it to upgrade the system and software for advanced learning system.

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

Outcome-based education (OBE) in teaching and learning practices is required to ensure that all these skill based education, value based education and Multidisciplinary courses can help the students acquire the competency to serve their chosen field. The institution in this regard collaborates with various agencies to support students to get into internships and apprenticeship programmes. The agencies like Aditya Birla Group, Bajaj Capital, Bajaj Allianz, Tata Consultancy Services, Bandhan have already collaborated with the institution. The institution has Memorandum of Understanding with several colleges to achieve excellence in creating opportunities for the students. The institution has only the Humanities stream as of now but the collaborations with colleges having other streams other than this will help the students get more resources.

20.Distance education/online education:

The college has affiliation from University of Kalyani and Netaji Subhas Open University for Distance School. Directorate of Open and Distance Learning (DODL) under University of Kalyani is providing facility of P.G courses in the subjects like Bengali, English, History, Education to the students of all ages and gender.Netaji Subhas Open University (NSOU) is a well-known institution in India. It offers distance education programmes at the undergraduate and postgraduate levels, allowing students to pursue higher education through flexible learning options. Both DODL and NSOU provide study

materials, conduct exams, and offer various courses. It provides an alternative pathway to higher education, making it accessible to a diverse group of individuals who have various commitments and constraints. It plays a significant role in expanding educational opportunities in India. The classes are held in the college premises. The college also served as an examination centre for NSOU and DODL exams. The NSOU PG course in the subject Bengali, Political Science, Education and History were introduced in the year 2022 and the UG course in the subjects Bengali, English, Education, Political Science and History were introduced in the year 2024.

Extended Profile

1. Programme

1.1	332
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	3289
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	855
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	855
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	19
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	20
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	47
Total number of Classrooms and Seminar halls	

4.2	131
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	40
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

Subhas Chandra Bose Centenary College, affiliated with the University of Kalyani, follows the Choice Based Credit System (CBCS) curriculum and has incorporated the National Education Policy (NEP), offering students the flexibility to choose Major and Minor courses. The college is dedicated to systematic and effective curriculum

delivery, ensuring alignment with the academic calendar of the affiliating university.

The Internal Quality Assurance Cell (IQAC) prepares an academic calendar, accessible on the college website, notice boards, and Academic Calendar, detailing the session commencement, working days, and holidays. Class routines for Honours and General programmes are prominently displayed. Each department drafts tentative teaching plans at the start of every session, facilitating structured learning. To enhance academic engagement, the IQAC collaborates with departments to organize seminars, webinars, and lectures by distinguished academicians. The college has two ICT-enabled classrooms, regularly utilized for interactive teaching sessions. Students are systematically evaluated through class tests, internal assessments, oral interactions, and theory examinations. Teachers are encouraged to upgrade their knowledge through Orientation Programmes, Refresher Courses, and Workshops. By integrating NEP's interdisciplinary focus with its established CBCS framework, the college fosters a holistic and innovative academic environment.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.scbcc.ac.in/academic_calendar.php

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

The institution strictly adheres to the academic calendar for Continuous Internal Evaluation (CIE). Under the Choice Based Credit System (CBCS) and the newly implemented National Education Policy (NEP), continuous assessment is central to student evaluation, ensuring timely completion of the syllabus within the stipulated timeframe. Faculty members prioritize this process, and all students must take semester-end tests with close monitoring of their academic progress. Teaching and evaluation activities are precisely aligned with the academic calendar.

Each semester's assessment incorporates formative and summative evaluation models, enabling a holistic approach to student learning. As per CBCS and NEP guidelines, the University of Kalyani entrusts colleges with significant assessment responsibilities. Internal evaluations are conducted through class tests, attendance,

tutorials, and research-oriented term papers.

To promote active learning, the institution has embraced learner-centric methods in formative assessment, moving beyond rote learning to foster independent thinking and autonomy. Strategies such as group work, quizzes, class discussions, and open-book tests create a dynamic and interactive learning environment. These approaches empower teachers and students to evaluate learning progress effectively, address deficiencies, and enhance educational outcomes. This robust framework ensures students achieve both academic competence and critical thinking skills.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.scbcc.ac.in/academic_calendar.php

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

C. Any 2 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	View File

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

19

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
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

47

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

47

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

SCBC College integrates cross-cutting themes such as Gender, Environment, Sustainability, Human Values, and Professional Ethics into its curriculum, adhering to the University's prescribed framework. Undergraduate students must take Environmental Studies, a mandatory course addressing Ecology, Biodiversity, Natural Resources, Environmental Pollution, Human-Environment Interactions, Policies, and Sustainability Practices.

Guided by the IQAC, the college has founded "Arcadia," its EcoClub, to foster environmental consciousness. The club promotes conservation, clean surroundings, effective waste management, biodiversity awareness, and climate change education. Students are also equipped with practical skills to identify and tackle environmental challenges.

To advance gender equity, SCBC College established the Women Empowerment Cell, "Pratyayee." This cell educates students about gender rights, legal provisions for women, and gender's role in societal and national contexts. It also emphasizes women's representation in decision-making and the economy. Pratyayee organizes gender sensitization programs and integrates gender-related topics into various subjects, creating a comprehensive awareness platform.

Through these initiatives, SCBC College ensures students are not only informed about pressing global issues but also actively engage in finding solutions, embodying the values of environmental stewardship and gender equality in both academic and social spheres.

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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

734

File Description	Documents
Any additional information	View File
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

C. Any 2 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.scbcc.ac.in/images/Analysis_of_Feedback_2023-2024.pdf

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

1900

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

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

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

680

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

As an Institution our college embraces students from all background fostering an environment of equality and non-discrimination.

Recognizing that students possess diverse learning abilities and capabilities, we acknowledge that this spectrum includes slow learners, fast learners and everything in between. To address these varied needs, our college has developed strategic initiatives tailored to support each student's unique learning journey and make them competent enough to step forward and pursue their passions and interest without hesitation. Firstly after admission the orientation programme is held where each department teachers introduced themselves to their students in their respective departments. After orientation programme students are made aware of the academic curriculum be it the syllabus, timetable, examination, or the internals.

File Description	Documents
Link for additional Information	https://www.scbcc.ac.in/images/Action_taken_report.pdf
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3360	47

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

- College has adopted all kinds of methods to enhance the learning of students and make the learning process easy and insightful such methods includes traditional methods (delivering lectures, textbook-based learning, note making), student centered methods (seminars, group discussions, debates, role plays, and case studies which helps in developing analyzing and problem solving skills), experimental learning methods like (field work, internships, project based learning which helps to understand the concepts clearly when students apply to real world problems), technology-enhanced learning methods (online-lectures, e-books, articles,

journals and online databases to keep themselves updated with the advancing technologies and also to surf the digital academia to expand their horizon in terms of education) followed by assessment methods (written exams, assignments, presentations) in order to assess their knowledge and understanding.

2. The various departments of our college organizes many programs and competitions to provide students with hands-on experience and deeper understanding of the subjects they are studying and also to support students holistic development beyond academic achievement. These initiatives also foster values like social responsibility, cultural appreciation, and community service.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.scbcc.ac.in/p_gallery.php

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

The college has invested substantially in digital learning. Most teachers use ppts and links to digital resources are shared with the students. The faculty member are encouraged to attend workshops on digital delivery. Assignments, quizzes and tests are now conducted on- line. The library has a number of on line journals and reference books which can be viewed online through OPAC.TwoICT classrooms at present in our college are equipped with projectors, and many of the teachers present their topics in the classroom through power-point presentations . The geography department has its own well-equipped classroom with projectors. The college has a seminar room with well equipped. The college hasa language lab and geography lab with the proper software. For the large classrooms, particularly for the social science and language classes, sound systems and microphones have been provided so that the teacher becomes perfectly audible to even the students sitting in the rear part of the room away from the lecture dais.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.scbcc.ac.in/about.php

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

47

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

2.4 - Teacher Profile and Quality

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

19

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

9

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

135

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 choice-based credit system (CBCS) was introduced in the U.G. section from the 2018-2019 academic session and NEP introduced in 2022-2023 academic session. The University Examinations are now held at the end of each semester. The college has a transparent and continuous internal assessment system. 20% marks in each paper are awarded through internal assessment while the remaining 80% are awarded by University appointed examiners on the basis of the performance of students in semester-end examinations. The internal assessment is carried out through a mechanism specified by the University of Kalyani. 5% of the marks are awarded on the basis of attendance and are calculated as per university rules. The ratio of weightage between the semester-end examination and internal assessment shall be 80:20. This should be highlighted in the Course/Syllabus outline of each program.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://klyuniv.ac.in/wp-content/uploads/2024/04/RULES-FOR-ADMISSION-TO-THE-FOUR-YEAR-UG-COURSES1.pdf

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

The college has a dedicated Examination Committee to deal with all matters related to internal and University Examinations. Large exams involving the all students are conducted centrally through SCBC college registeredscriptsand evaluation is also done online. Internal exam is also done by Power point presentation and project. Answer scripts of internal exams are shown to students and their doubts are cleared. . Any complaint is immediately addressed to the satisfaction of the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.scbcc.ac.in/grievance.php

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 institution has framed programme outcomes for Humanities and Social Science. The Departmental Teachers along with the members of the IQAC formulate the learning outcomes keeping in mind the UGC guidelines and the directives of the National Education Policy. Teachers spell out the learning outcomes of the course at the beginning of each semester. Thus students are made aware of the expectations of the course at the very outset. The course outcomes are also given to the students at the time they are given the class schedules. Thus every student is aware of the course outcome.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.scbcc.ac.in/academic_calendar.php
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.

The Programme and the course outcomes are designed to equip the students for either further studies or gainful employment. Feed back from students is collected and analyzed to assess how far the institution has succeeded in fulfilling its stated outcomes. The institution also holds meetings with the Departments after the publication of every Semester Examination to ascertain how far the outcomes are being achieved and what further measures need to be adopted to ensure that the learning outcomes are better achieved. Through regular classroom teaching, Internal exams and University exams at the end of each semester the teachers can assess whether the objectives of the stated outcomes are being achieved.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.scbcc.ac.in/academic_calendar.php

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

209

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.scbcc.ac.in/news/1371.pdf

2.7 - Student Satisfaction Survey

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

https://www.scbcc.ac.in/images/Analysis_of_Feedback_2023-2024.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

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

03

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)	View File

3.2 - Research Publications and Awards

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

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

03

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

05

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

Subhas Chandra Bose Centenary College had a glorious history in terms of Extension activities by different segments of the institution. The NSS and Eco Club unit of this institution made a great contribution regarding this matter. The NSS unit of the institution started its journey in the year of 2005. The NSS unit of the institution also does not pause their activities in COVID-19 pandemic situation. Indeed they maintain a significant relation cum interaction with the local people of college surroundings with providing some necessary goods in pandemic situations. On the other hand, Eco- Club also plays a vital role in increasing consciousness about different environmental issues not within the students but also within the local people. Extension activities are carried out in the neighborhood community to social issues through organizing Blood Donation camp, Environment Awareness, General Awareness programmes like Swaccha Bharat, Aids, Dengue to stop the spread. On behalf of NSS and Eco-club, have been taken initiatives within and beyond the compound during 2023-2024. Few number of awards and recognitions also received for extension and outreach activities through NSS from recognized Government/Non-government bodies during the academic year.

File Description	Documents
Paste link for additional information	www.scbcc.ac.in
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

02

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

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

10

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

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

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

843

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

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

10

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
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**

07

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The Institution has a total campus area of 177587.09 Sq feet. In which an area of 15139.30 sq feet has an well-constructed college building. We have 43 clean classrooms; out of which exclusively 3 rooms are equipped with ICT facility for convenient screening of PowerPoint presentations, short films and documentaries to improve and boost the classroom experience ran by solar power. Faculty

members are provided with adequate assistance for convenient use of the LCD facility for teaching .There is a dedicated ICT enabled digitalized seminar hall room available in the Institute for better teaching-learning and conducting academic as well as cultural programme. We have an open auditorium.We have a language laboratory to cater the need of language group students as well as to enhance better Understanding. There is also a Geography laboratory for the use of the students of the said discipline. We also have air quality monitoring system in our college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	www.scbc.ac.in

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

Yes, the institution provides facilities for sports, games (indoor, outdoor, etc.,) and cultural activities. In the following lines, we have tried to outline the infrastructural facilities allotted to sports, games (indoor,outdoor etc.,) and cultural activities.The institution has a huge playground dedicated to games like football, basketball, indigenous games like kabaddi etc.Certain indoor facilities are also available.The institution holds annual sports every year in order to promote physical health and health awareness among students.The institution has students who have represented the institution to the national level .The institution has just proposed started a yoga centre day celebration, Rabindra Jayanti, and other cultural activities like recitation, drama etc. Public speaking and communication skills development are promoted in the institution. We have a open auditorium where our students performed cultural programs.The institution through IQAC has also just started a 3 months certificate course on Spoken English.There is a primary health kit (First Aid Box) in college to meet minor emergency situations. There is provision for filtered (UV) drinking water for students and staff. The NSS Units of the college play an active part in spreading awareness regarding health and hygiene.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	www.scbc.ac.in

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
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)

37.51

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

4.2 - Library as a Learning Resource

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

The library is under the process of being equipped with ILMS. The institution shall take the help of KOHA. It is also proposed to completely digitalize the accession of book facility for students. The institution is newly formed and doesn't have any permanent library staff so it became impossible to digitalise and organise the entire library system. However, the institution has taken the necessary steps to complete the process. the institution has also proposed to apply inflibnet in the ILMS for better e-accession of journals and study materials for students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://scbcc-opac.blacal.in/

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

D. Any 1 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)	View File

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

0.15

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

1440

File Description	Documents
Any additional information	View File
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

There is an annual budget allocation for procurement, upgradation, deployment and maintenance of the computers and their accessories. Maintenance of computers and their accessories are done from the funds available in the college. The administrative works and admission system is thoroughly done online. There is a digital office management system which is used. There are 4 classrooms and 1 seminar hall which is ICT enabled for better upgradation of the education process of the institution. It has a number of computers with wifi facility In order to emphasize on the ICT enabled teaching-learning process and to make it more effective and student-centric the Institute is aiming at making all the rooms digitalized where the teaching-learning method can make more interactive. In the process, the library management system is also being digitalized with the help of KOHA

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

4.3.2 - Number of Computers

40

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

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)**

131

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

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

The institution has ways of maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc which are as follows:

Academic Facilities: Academic Facilities: The college has a building with 43 classrooms, 1 Seminar room, 1 student common room ,Principal's Chamber, Staff room, offices, Library and a play ground for sports and cultural activities the building has separate toilet facilities for staff and students .

Building infrastructure: The Institution is fully government aided. There is a maintenance committee to look after the maintenance, repair and constructional work related to the building.

Common Room: The College has common rooms for girl students. The institution provides sanitary napkins free of cost to girls' and there is a vending & destroyer machine in girls' common room.

Computer & IT infrastructure- Maintenance and up gradation is looked after by a maintenance committee from time to time. Annual maintenance Contracts (AMC) for computers, WAN, CCTV are renewed regularly to ensure their good service.

Furniture related items- There is staff to look after the maintenance and repair work of furniture and fixtures and other physical infrastructure.

Play Ground: The institution has a playground for outdoor games like volleyball, Kabaddi etc. There is an open auditorium.

Library: The college has a well-stocked and digitalized library with around 21000 books in hard-copy. Students can borrow books a per their need.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
2172	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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	
00	
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	A. All of the above

File Description	Documents
Link to institutional website	www.scbcc.ac.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

489

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

489

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

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

C. Any 2 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	View File

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

06

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

28

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

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

04

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.**

03

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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)

The institution facilitates students' engagement through sports, games (indoor, outdoor, etc.,) and cultural activities. we have tried to outline the infrastructural facilities allotted to sports, games (indoor,outdoor etc.) and cultural activities. The institution has a huge playground dedicated to games like football, basketball, indigenous games like kabaddi etc. Certain indoor facilities are also available. The institution holds annual sports every year in order to promote physical health and health awareness among students.The institution has students who have represented the institution to the national level .The institution has just proposed

started a yoga day celebration, Rabindra Jayanti, and other cultural activities like recitation, drama etc. Public speaking and communication skills development are promoted in the institution. We have a open auditorium where our students performed cultural programs. The institution through IQAC has also just started a 3 months certificate course on Spoken English. The NSS Units of the college play an active part in spreading awareness regarding health and hygiene. On behalf of NSS and Eco-club, have been taken initiatives within and beyond the compound during 2023-2024. Few number of awards and recognitions also received for extension and outreach activities through NSS from recognized Government/Non-government bodies during the academic year.

File Description	Documents
Paste link for additional information	www.scbc.ac.in
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

24

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

5.4 - Alumni Engagement

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

There is no registered Alumni Association at present, the college authority is focused and is trying their level best to make the

Alumni Association a registered one. The Academic Departments arranges for regular annual alumni meet. Regular academic exchange, involvement of alumni in different activities of the cell and NSS of the college are some initiatives on behalf of the college to be in contact with the alumni.

File Description	Documents
Paste link for additional information	www.scbcc.ac.in
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 Institution with its heartiest effort tries to support the students, major initiatives which are reflecting the approaches to support the Mission and Vision are:

- Relaxation in admission fees in laboratory based subject like Geography such that quality students of low income group even could get the opportunity to learn, Relaxation in fees submission following semesters instead of years is such an initiative.
- Choosing Multidisciplinary Courses as per NEP 2020 and to support the students through proper facilities of skill development is the important step to make the students successful in future world of competition.
- Introduction of Add on Courses as per present demands, facilitate the students in Communicative English, RS-GIS, Pattachitra like heritages are such steps.
- Celebration of National Days and participation in NSS by students are steps to make the students ideal citizens of the country.

File Description	Documents
Paste link for additional information	https://www.scbcc.ac.in/index.php#tab2
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 complete system within the Institution runs in a systematic flow like manner, decentralization and complete monitoring by the apex body is within the process of the Institution.

The following steps are taken:

- Planning is done under the guidance of Governing Body based upon the needs of the students, staffs and to run the Institution in full modernise manner.
- Reports of the finance committee plays an important role before implication of any strategy.
- The Academic Departments and the Cells play most crucial role to deploy the accepted strategies.
- Along with the above mentioned strategies raising demands from grass root level and implementation of strategies to fulfill those demands from the end of apex body is also within the process.

File Description	Documents
Paste link for additional information	https://www.scbcc.ac.in/images/Organogram_of_college_administration-converted.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Effective deployment of strategic/ perspective plans could be evidenced from following steps:

During the Academic Session 2022-23 the proposal for construction of open stage within the college campus was discussed within Governing Body meeting. The finance subcommittee placed the actual figure of

college fund. Considering the need of open stage and being confirmed about the ability of college fund to support the project the Governing Body approved the project and through proper process under the complete supervision of the college authority the project became successful within the Academic Session 2023-24.

Eco-friendly campus is within the good practice of the college. To support the process herbal garden was grown within the campus on 5th June 2023. This initiative was also encouraged by the Governing Body and a complete framework was prepared to grow and maintain such garden. From the very initial phase to continuous maintenance of the garden is done under the supervision of college authorities with direct participation of NSS volunteers and collaborative work of the College with local NGOs (working with the aim of environment conservation).

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://scbcc.ac.in/images/strategic_planning_and_deployment_converted.pdf
Upload any additional information	View File

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

The functioning of the institutional bodies may be summarized as follows:

- Appointment of permanent teaching faculties is done based upon the recommendation letters received from West Bengal College Service Commission. After acceptance of the recommendation letter the Governing Body issues the appointment letter and based upon that letter appointment process of the full time teaching faculties (UGC Scale) is completed.
- Promotional process of the teaching faculties run following CAS as prescribed by Higher Education Department, Govt. of West Bengal.
- Leave rules for teaching and non-teaching faculties are maintained under the supervision of Governing Body following the rules of Higher Education Department, Government of West Bengal.
- Recruitment of casual staffs is done through interview or

selection process as guided by the Governing Body.

- Decision of salary, bonus, increments for the casual staffs is also taken by the Governing Body.

File Description	Documents
Paste link for additional information	https://scbcc.ac.in/committee.php
Link to Organogram of the Institution webpage	https://www.scbcc.ac.in/images/Organogram_of_college_administration-converted.pdf
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	No File Uploaded
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

The institution through its Employers' Cooperative Credit Society runs effective welfare measure for teaching and non-teaching staff. The staffs of the College could get financial support at emergency from this cooperative society. The College authority always plays supporting role to facilitate the staffs under Government schemes for medical facilities. The College authority considers the demands of female faculty members for child care leave and facilitate them as maximum as possible without hampering the academic demands.

Along with the above mentioned necessary activities yearly

refreshment of the staffs through outdoor picnic, refreshment within staff room through indoor game are some initiatives.

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

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

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

0

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

1

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

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

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

6

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

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

Performance Appraisal System runs for the teaching and non-teaching staff in following manner:

- The full time teaching faculties have to prepare self appraisal report as part of their promotional process under Career Advancement Scheme. The process runs under the supervision of

IQAC.

- The non-teaching staffs have their systematic work load distribution. The Governing Body has already decided that work participation by non-teaching staffs will also be monitored under a structured proforma, which will be beneficial for smooth and efficient office work.
- The feedback collected from students and guardians also plays a key role to judge the level of performance on behalf of the teaching and non-teaching faculty members. Such feedback reports are discussed before Governing Body and if any kind of dissatisfaction is observed regarding staffs' performance it is monitored.

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

6.4 - Financial Management and Resource Mobilization

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

Financial management of the college runs in following manner:

- Purchasing of separate items is monitored by purchasing committee.
- Tender is placed for large amount purchasing.
- Item wise expenditure is documented under the supervision of Burser.
- Yearly budget is prepared under the supervision of Principal and Burser, finally it is placed before the Governing Body.
- For smooth and quick running of financial works online management is applied.
- At the end of financial years internal income and expenditure sheet is prepared by the Accountant and is checked by the Burser and the Principal. It is submitted before the Governing Body.
- The external audit is done by the auditor nominated by Department of Higher Education, Government of West Bengal.

File Description	Documents
Paste link for additional information	https://scbcc.ac.in/committee.php
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)

0

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

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

Optimal utilization of fund is of top most priority, to make the objective successful the steps followed are:

- Planning is done under the supervision of Governing Body considering the demands placed by Academic departments and Cells. Before finalization of any planning or project financial condition is also monitored.
- Priority based planning is made focussing on issues like 1. direct impact on teaching-learning system, 2. infrastructural improvement to create a sustained environment for modernized and skilled educational system, 3. academic activities and awareness activities beyond the campus.
- To improve the platform for direct teaching-learning system use of ICT method is adapted and students are facilitated through modern techniques to have an effective learning. To sustain the good academic environment financial assistance is provided to arrange seminars, workshops, field works, add-on courses. Mobilization of funds is also done in beyond the campus activities for spreading awareness among local people

in several environmental and social issues.

- Major source of fund for the College is students' admission fees, the College after completion all the official formalities tries to spend as maximum fund as possible to support the academic environment.

File Description	Documents
Paste link for additional information	https://scbcc.ac.in/about.php
Upload any additional information	View File

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

Internal Quality Assurance Cell (IQAC) has to perform the key role within the College, the quality assurance strategies and processes adapted by the Cell may be summarized as follows:

- **Academic quality:** The IQAC recommends and contributes to the implementation of strategies for supporting good academic quality. Feedback collection and analysis is the most adapted technique for IQAC to reveal the demands. Regular basis meeting of Academic sub-committee is done and analysis of department level results following semesters is supervised under IQAC. Initiatives to support department level seminars, quiz competition under different cells, introduction of add on courses are among the remarkable steps in this regard.
- **Infrastructural quality:** Infrastructure to support quality environment for academic improvement is monitored by the IQAC. Recommendation for ICT enabled class room, infrastructural improvement of library, recommendation for new book purchasing under the need of newly introduced syllabus are such initiatives.
- **Environmental quality within the campus:** Some eco-friendly activities are practiced within the campus. . Recommendation for solar pannel installation, plastic free campus, rain water recharge initiatives, waste management, herbal garden are such steps. Along with the physical environment social environment is also monitored under the cells like anti-ragging committee supervised by IQAC.

File Description	Documents
Paste link for additional information	https://www.sbcc.ac.in/meeting.php
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

Teaching-learning process runs through a thorough supervision of IQAC, the process adapted to improve the scenario may be summarised as follows:

- Regular interval meeting with Academic sub-committee, Examination sub-committee, Library sub-committee, Routine sub-committee is done to reveal the actual academic scenario, know the demands, make planning as per demands and produce an effective academic environment.
- Planning at regular basis to improve the performance of the cells like Career Counselling and Placement Cell, Women's Cell, Minority Cell, Eco-club such that we could support our students truly.
- The IQAC has been formed as per rule and yearly new student representatives are included within the cell as the replacement of outgoing student representatives.
- Meeting at regular interval by IQAC, discussion on academic and relevant issues, preparation of frame works, pursue the demands to the Governing Body to make the plans effective are within the common practice of IQAC.
- Yearly Academic-Administrative Audit, analysis of AQAR are done to find out the drawbacks and to make strategies to improve the scenario.

File Description	Documents
Paste link for additional information	https://www.sbcc.ac.in/meeting.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

C. Any 2 of the above

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)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.scbcc.ac.in/images/meeting/IQAC_Meeting_2023-24.pdf
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

The Empowerment Cell, "Pratyayee," has been dedicated to promoting gender equity and raising awareness of women's issues since its inception in 2016. It focuses on empowering female students by equipping them with the skills and tools needed to succeed and establish themselves as valuable and contributing members of society.

This year, we organized a program titled "One-Day Awareness Program on Depression and Anxiety Management," featuring two esteemed resource persons dated on 8th March 2024.

Objective:

To raise awareness about depression and anxiety, equip participants with practical strategies for managing mental health challenges, and foster a supportive environment that promotes emotional well-being and resilience.

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	https://www.scbcc.ac.in/pratayayee.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above
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File Description	Documents
Geo tagged Photographs	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 institution prioritizes effective solid waste management by implementing waste segregation and recycling techniques. Active involvement of students and faculty members ensures awareness and participation in maintaining an eco-friendly campus.

Objectives:

1. Reduce the volume of solid waste sent to landfills.
2. Enhance the income of waste collectors (hawkers).
3. Foster an environmentally sustainable and clean college campus.

Segregation Steps:

- Separate waste into biodegradable and non-biodegradable categories.
- Promote recycling initiatives to repurpose materials.
- Educate and engage the campus community on waste management

practices.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.scbcc.ac.in/p_gallery.php
Any other relevant information	View File

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	C. Any 2 of the above
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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:	C. Any 2 of the above
<ol style="list-style-type: none"> 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	E. None of the above

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

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

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

D. Any 1 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	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Subhas Chandra Bose Centenary College has undertaken several

initiatives to foster an inclusive environment that promotes tolerance and harmony across cultural, regional, linguistic, communal, socio-economic, and other diverse backgrounds. The college admits students from various religions, linguistic communities, and socio-economic backgrounds, reflecting its commitment to diversity and inclusion.

Measures for equal opportunities:

1. The college has set up a Women Empowerment Cell called "Pratyayee," dedicated to promoting gender equity and raising awareness on various issues related to women.
2. Teachers conduct remedial classes whenever necessary to support struggling students, helping them improve their academic performance.
3. Regular mentor-mentee meetings are held, where students are encouraged to share their academic or personal concerns with their mentors. Dedicated teacher-mentors are assigned to support outstation students.
4. The college has an Equal Opportunity Cell (EOC) that focuses on the welfare of differently-abled students. Established in 2010 under the merged scheme (memo no-FMSWK-034/09-10), the EOC provides support and guidance to students from marginalized groups, including Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Communities (OBCs), minority communities, and disabled students.

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

1. Blood Donation One of the key humanitarian activities organized by the NSS unit is the annual blood donation camp, supervised by

Lalbagh Sub-division Hospital. The active involvement of both students and teachers ensures the success of this initiative.

2. Every year, "National Voters Day" is celebrated on January 25 to encourage youth participation in the electoral process.

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

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	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

1. Independence Day and Republic Day are celebrated in the college with the hoisting of the Indian flag particularly on August 15th each year.
2. International Mother Language Day is observed on February 21st to promote the preservation and protection of our native languages.

3. International Women's Day is celebrated on March 8th, while the Sanskrit Department of S.C.B.C. College also observes Sanskrit Day.
4. National Youth Day is celebrated annually on January 12th to honor the birth of Swami Vivekananda.
5. International Yoga Day is celebrated annually on June 21st to highlight the practice of self-discipline and the tradition of well-being that has been followed in India for thousands of years.
6. The Eco-club (Arcadia), NSS, and all faculty members of our college celebrate this event every year.
7. The college actively participates in the Swachh Bharat Abhiyaan by providing proper sanitation facilities, dustbins across the campus, and maintaining cleanliness in the toilets. Other initiatives include:
 - 1st July National Doctors' Day
 - 11th July World Population Day & Awareness Camping Programme
 - 20th August Sadbhabana Diwas
 - 31st October National Unity
 - 1st December World Aids Day
 - 10th December Human Rights Day
 - 24th March World TB Day.

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

7.2 - Best Practices

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

Subhas Chandra Bose Centenary College, Lalbagh, Murshidabad is

committed to ensure Plastic free campus as well as nurturing sustainable environment with spacial reference to ecological balance and enhancing the heritage value of the surrounding.

To achieve this, the college follows a set of practices:

BEST PRACTICE - 1 Title: Recycling Single-Use Plastic in the College Campus Vicinity

1. Put a novel aim to free the heritage nodes like Hazarduari, Motijheel from plastics, severe visits were conducted on behalf of the institute under the supervision of 'Eco Club'. Apart from that, some important parts of the College and it's surrounding were also visited by the Eco Club including Lalbagh Hospital, Murshidabad Railway Station etc. 2. In this phase of practice, the College tries to promote local people participation and rising awareness regarding ecological balance as well as heritage values of surrounding. To reduce carbon, College authority already had established the solar panel to spread the visual information towards the locality. Besides this, it tries to established several bridges of information with the students of several local school and college.

BEST PRACTICE - 2 Title: Faculty-Led Initiatives for Heritage Development and Promotion of the Tourism

1. Conduct 'Let's make friendship' programme from geo-historical perspective with the students of six local schools. 2. Under students week celebration, Conduct 'Heritage Academic Walk' a field based program with the students of four local colleges.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Practices that promote inclusivity in campus and beyond are: 1. Educational Practices 2. Community Involvement 3. Collaborative Practices 4. Supplementary Aids and Services 5. Education for Sustainable Development (ESD) Furthermore, the college also works for strengthening the environment of inclusivity in college at all levels viz. ecology, economic and social, as the inclusivity should

be practised in various dimensions. Educational Practices: Departmental seminars have been organized in each department during the mid of semester. GIS Laboratory for practical hub for mapping, analysis using some open source GIS software like QGIS, Google Earth.

Mentor-mentee meetings are held regularly and students are encouraged to share their problems -academic or personal - with their mentors. Dedicated teacher-mentor are assigned for outstation student. Mock-Teaching, Seminar, Debates & Quizzes: Students deliver lectures and seminars department wise, take part in seminars, workshops, etc. organized by other colleges and universities, NGOs, etc.

Exhibition:

Annual academic exhibitions encourage innovation, participative learning, and problem-solving skills among students. Various cultural and academic competitions, such as recitation, singing, debate, and essay writing, provide students with opportunities to showcase their talents, enhance creativity, and develop communication skills.

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

7.3.2 - Plan of action for the next academic year

1. Promotion of gender equity related action work. 2. Beyond the campus environmental promotional activities. 3. Introduction new Add-on coursed beyond the Degree Course syllabi. 4. Further research on Historical geography and published a book along with ISBN on this topic.