



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		ASANNAGAR MADAN MOHAN TARKALANKAR COLLEGE
• Name of the Head of the institution	DR. ASOK KUMAR DAS	
• Designation	PRINCIPAL	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	8001213212	
• Mobile No:	7908268857	
• Registered e-mail	collegemmt@gmail.com	
• Alternate e-mail	iqac@ammtcollege.ac.in	
• Address	Asannagar	
• City/Town	Krishnagar	
• State/UT	West Bengal	
• Pin Code	741161	
2.Institutional status		
• Type of Institution	Co-education	
• Location	Rural	
• Financial Status	UGC 2f and 12(B)	

• Name of the Affiliating University	University of Kalyani				
• Name of the IQAC Coordinator	Partha Pratim Bandyopadhyay				
• Phone No.	9083231477				
• Alternate phone No.	9333214557				
• Mobile	9083231477				
• IQAC e-mail address	iqac@ammtcollege.ac.in				
• Alternate e-mail address	asannagar@ammtcollege.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.ammtcollege.ac.in/aqar.aspx				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.ammtcollege.ac.in/Pdf/Acdemic%20Calender.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.09	2016	26/11/2016	01/12/2021
6.Date of Establishment of IQAC			30/11/2013		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	0	
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		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been			No		

uploaded on the institutional website?	
<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)	
1) Extension of Herbal Garden	
2) Workshop on Library Automation	
3) Introduction of feedback system for teachers and non-teaching staff	
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
Preparation of AQAR for 2020-21	AQAR submitted for 2020-21 on 31.5.2022
Purchase of books along CBCS	Journal purchase of Rs. 6500/- & Book purchase of Rs. 89,550/-
Organization of seminars/webinars by departments	Five (5) seminars organized between Jan-June 2022
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	14/01/2023
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2021-22	02/01/2023

15. Multidisciplinary / interdisciplinary

While the CBCS curriculum is interdisciplinary in nature by itself, the faculty members take care to interrelate courses of study among sister disciplines like language and literature, social sciences, philosophy etc. through Generic Elective courses that provide students opportunity to go beyond their major disciplines. The college offers courses in Physical Education and Defence Studies that all Program Course students may avail irrespective of other courses taken. Faculty exchange programs undertaken with other HEIs encourage the practice of inter/multidisciplinary approaches.

16. Academic bank of credits (ABC):

The college is yet to take any major step in this direction since, being an affiliated UG college, the matter of conducting examinations and awarding credits lies solely with the affiliating university. Without autonomy in this aspect, the college cannot create its own bank of credits, but had taken an initiative in July - August 2021 to assist students in getting admitted and pursuing MOOCs from SWAYAM, in the knowledge that credits achieved from these could be superadded to the credits received from regular university courses.

17. Skill development:

The CBCS curriculum provides scope of skill development related to the courses/subjects of study, in the form of Skill Enhancement Courses (SECs) that are compulsory alongside courses imparting theoretical knowledge. These include professional skills like proof reading, Business English and Communication Skills. Apart from these, the IQAC is considering priority areas and viabilities of life-skill courses based upon the needs of the student community to be introduced from the oncoming session. The Department of Bengali has been regularly testing students' skills through online (Google forms) quizzes on subject-oriented topics. The Department of Physical Education and the NSS unit organize periodical skill development programmes on Yoga, First Aid etc.

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

The college offers Honours and Program courses in Sanskrit, and in all other courses except English, the medium of instruction is

Bengali. The curriculum is integrated to the Indian cultural base through observance of days of National importance and anniversaries of great personalities like Tagore, Swami Vivekananda etc. The NSS camp was inaugurated by a lecture on meditation and work culture, delivered by a speaker from the Ramakrishna Mission. The college observes through its cultural committee the traditional Indian festivals like the Durga Puja, Saraswati Puja and Vasant Utsav, exploring the rich repertoires of Indian music, dance and art. The college has created and maintains a herbal garden and plans to preserve and use seeds and other plant parts for Ayurvedic purposes and initiate a short-term course on herbal medicine. The college has applied for permission to open a NCC unit from appropriate authority, and the application remains pending.

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

The college offers courses designed/framed by the affiliating university, which has no declared and published document of intended outcomes yet. The college has no autonomy in curriculum design or planning, and as such cannot streamline courses along intended outcomes based on student needs. Still, the college is preparing course-specific outcomes through faculty meetings, in view of life-skills required by students.

20.Distance education/online education:

The college has been using online teaching-learning platforms like Zoom and Google Classroom (since May 2020) to continue classroom teaching seamlessly during the pandemic, and the practice has been continued since, even after offline classes had been resumed. Understanding the need for blended mode of education in future, the college has been forming teaching policies giving optimum weightage to both offline and online modes. Apart from this, the college has been selected as study center for Netaji Subhas Open University (since 18.11.2021) and Directorate of Distance Learning, University of Kalyani (since 22.09.2021) and has been academically operative since then. The teachers at the college has been providing academic counseling for PG courses online to students admitted at this study center, some of whom have been students of the college at the UG level.

Extended Profile

1.Programme

1.1 16

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1 710

Number of students during the year

File Description	Documents
Data Template	View File

2.2 642

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

File Description	Documents
Data Template	View File

2.3 346

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 16

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 0

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	16
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	710
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	642
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	346
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	16
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	0
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	13
Total number of Classrooms and Seminar halls	
4.2	25.55530
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	19
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

During the closure (January 2022) caused by the spread of Covid-19, the following measures were adopted:

1. Google Classroom for running online classes and offering electronically processed materials
2. Subject-specific and semester-specific WhatsApp Groups for disseminating study materials and circulating relevant notices for students relating to curriculum delivery
3. Making study materials available on college website
4. Two faculties functioning as members of UGBOS at the affiliating university taking part in the process of shaping/reshaping the curriculum

During the post-pandemic phase (February 2022-June 2022) the

following measures were adopted:

1. Adherence to a master routine and derivatively formed departmental routines for offline classes
2. Google Classroom for offering study materials
3. Subject-specific and semester-specific WhatsApp Groups for circulating relevant notices relating to curriculum delivery and offering study materials
4. Using power point presentations
5. Making INFLIBNET available to both the faculties and students for offering digital academic resources

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

As a considerable segment of the academic session (July 2021 to January 2022) witnessed mostly a closure of the institution owing to pandemic, the affiliating university hardly issued any academic calendar which the affiliated colleges like ours are supposed to follow with necessary minor alterations. Because of the official closure till January 2022 and the possibility of further shut-down, the college was also not in a position to prepare an academic calendar. However, from February 2000 onwards, the college followed master routine to manage offline classes and rigorously followed the modalities, schedule and amendments, if any, issued by the Controller of Examinations of the affiliating university in relation to the semester-specific term-end examinations conducted in Blended Mode.

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

<p>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</p>	<p>B. Any 3 of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 658 529 712">File Description</th> <th data-bbox="529 658 1436 712">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 712 529 898">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="529 712 1436 898" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 898 529 956">Any additional information</td> <td data-bbox="529 898 1436 956" style="text-align: center;">View File</td> </tr> </tbody> </table>	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			
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								
<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
<p>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</p>									
<p>16</p>									
<table border="1"> <thead> <tr> <th data-bbox="86 1303 529 1357">File Description</th> <th data-bbox="529 1303 1436 1357">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1357 529 1435">Any additional information</td> <td data-bbox="529 1357 1436 1435" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1435 529 1536">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="529 1435 1436 1536" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1536 529 1639">Institutional data in prescribed format (Data Template)</td> <td data-bbox="529 1536 1436 1639" style="text-align: center;">View File</td> </tr> </tbody> </table>	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)	View File	
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)	View File								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>0</p>									

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)	No File Uploaded

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

0

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

0

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

The curriculum, solely designed by the appropriate authority and sent by the affiliating university, contains course units on issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in both the Honours courses (Sanskrit, History, English, Bengali) and Programme courses (Philosophy, Education, Political Science, Physical Education, Defence Studies, Philosophy, Geography, Sanskrit, History, English, Bengali) offered to the students of the undergraduate level at our college.

File Description	Documents
Any additional information	View File
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

0

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

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

0

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

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								
<table border="1"> <thead> <tr> <th data-bbox="86 353 529 421">File Description</th> <th data-bbox="529 353 1436 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 421 529 524">URL for stakeholder feedback report</td> <td data-bbox="529 421 1436 524">View File</td> </tr> <tr> <td data-bbox="86 524 529 743">Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td> <td data-bbox="529 524 1436 743">View File</td> </tr> <tr> <td data-bbox="86 743 529 846">Any additional information(Upload)</td> <td data-bbox="529 743 1436 846">No File Uploaded</td> </tr> </tbody> </table>	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)	View File	Any additional information(Upload)	No File Uploaded	
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)	View File								
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								
<table border="1"> <thead> <tr> <th data-bbox="86 981 529 1048">File Description</th> <th data-bbox="529 981 1436 1048">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1048 529 1151">Upload any additional information</td> <td data-bbox="529 1048 1436 1151">View File</td> </tr> <tr> <td data-bbox="86 1151 529 1290">URL for feedback report</td> <td data-bbox="529 1151 1436 1290">https://www.ammtcollege.ac.in/Pdf/Feedback-analysis.pdf</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	View File	URL for feedback report	https://www.ammtcollege.ac.in/Pdf/Feedback-analysis.pdf			
File Description	Documents								
Upload any additional information	View File								
URL for feedback report	https://www.ammtcollege.ac.in/Pdf/Feedback-analysis.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									
1430									
<table border="1"> <thead> <tr> <th data-bbox="86 1662 529 1729">File Description</th> <th data-bbox="529 1662 1436 1729">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1729 529 1796">Any additional information</td> <td data-bbox="529 1729 1436 1796">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1796 529 1895">Institutional data in prescribed format</td> <td data-bbox="529 1796 1436 1895">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Institutional data in prescribed format	View File			
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	
421	
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	
<p>The college runs semesterized programs under the CBCS system, which entails two internal assessments within each semester as part of final assessment. These are used by the departments to identify slow learners, along with surprise tests and assigned projects. The slow learners are then notified by the department of tutorial/remedial classes arranged for them, and teachers engage in personal counseling of such slow learners. Such tutorial classes are integrated into the routine along CBCS directives.</p>	
File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded
2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)	
Number of Students	Number of Teachers
1506	34
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	
<ol style="list-style-type: none"> All the departments use Google Classrooms and Google form for teaching-learning, online assessment, and academic 	

surveys

2. Group discussion is conducted in online classes (Google Meet) among the students on various issues.
3. Debates among the students are conducted in online classes (Google Meet) on many topics of academic and social interests.
4. Students participate in various online Webinar, E-quiz, Poster presentation.

File Description	Documents
Upload any additional information	View File
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

Teachers of all the departments of this college are used to various tools for effective teaching-learning process. Teachers use PPT presentation, Youtube & video presentation. Dept. of History uses screen-castified video on various topics and uses it among the students for better learning. The college since 2020 subscribes institutionally to G-Suite and Google Classroom domain which all teachers have extensively been using for teaching and evaluation. Links for lectures have been posted regularly on Google Classroom for perusal of students.

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

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

2.3.3.1 - Number of mentors

34

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
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

34

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

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

10

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

34

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.

Internal assessment is done in three major ways: two written internal assessments are done each semester, the marks awarded in which are sent up to the university for inclusion in the final results, secondly projects are assigned to both Honours and Program course students in both offline and online mode which they turn in for teachers to evaluate, thirdly, surprise tests are held by departments for Honours students on regular basis. The performances in these internal assessments are discussed with students without divulging the marks awarded, in order to inform them of their academic progress. These assessments are also used to identify students with special needs.

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 mandatory internal assessments for which marks are sent to the university are beyond the scope of grievance and redressal, because the final authority in the matter lies with the university. However, in case of surprise tests students may address their queries and grievances to the teachers, and appropriate counseling and redressal is done immediately.

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

2.6 - Student Performance and Learning Outcomes

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

The onus of framing Program and Course outcome lies with the affiliating university as the body framing the syllabi, and in our case the university has no such published PO and CO till date. However the college has framed its targetted outcomes for Honours and Program courses some of whose results are posted on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.ammtcollege.ac.in/Program-outcomes.aspx
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.

In the absence of declared POs and COs it is difficult to measure the attainment of these by the institution, yet they are assessed by the university final examination results and continuous internal assessments, projects and surprise tests.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.ammtcollege.ac.in/Program-outcomes.aspx

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

298

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

2.7 - Student Satisfaction Survey

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

<https://www.ammtcollege.ac.in/Pdf/SSS/SSS-2021.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)

NIL

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

0

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

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

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

3

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

3.2 - Research Publications and Awards

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

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

2

File Description	Documents
Any additional information	No File Uploaded
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**

8

File Description	Documents
Any additional information	No File Uploaded
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

Extension activity comprises mostly of awareness programmes among students and neighbouring community undertaken by NSS, like road safety, girl child protection, HIV/AIDS, blood donation and eye check-ups, first aid management etc. Apart from these the days of national importance and commemorative days/anniversaries of great leaders are observed through paying homage, lectures, and cultural performances.

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

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)	View File
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

9

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

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

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

582

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

3.4 - Collaboration

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

5

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**

5

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.

Particulars**Description**

For existing intake

Nos. Area(in SQ.M)

Available

Smart Class Rooms

Good acoustic conditioned classrooms with whiteboards and LCD projection & Internet facility

02

Class Rooms

Well equipped with black & green board, benches

13

Laboratories

Well equipped with multiple sets of apparatus

01

Workshop

NIL

NIL

Seminar Hall

Seating capacity 150 students with LCD projection and Public Address system and white board

02

Computer Centre

NIL

NIL

Drawing Hall

NIL

NIL

Library & reading room**Equipped with digital library facility****01**

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

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. . It has adequate facilities for sports, games and cultural activities. Our college has one playground with provision for multiple games, such as, Athletics, Cricket, Football, Volleyball and Kho-kho. Annual functions and cultural events are held on the college ground. Facilities for outdoor and indoor sports and games include badminton, volleyball, carom and chess. We are preparing for Special classes on self-defence especially for female students. National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag followed by a guard of honour of the Chief Guest by NSS students. Students are very much encouraged to participate in the cultural events held in the college like Fresher's, Annual Sports Day, Annual Day, Farewell etc., to exhibit cultural talents. Students are even sent to other colleges for intercollegiate competitions. Cultural Committee and Sports & Games Committee play an excellent role for overall development of the student's community.

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

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

03

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

03

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)**

25.55530

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
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 in a state of partial automation using ILMS software KOHA (version 21.05.00.000) updated in 2022.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 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)

27859.00

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
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

28

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

4.3 - IT Infrastructure

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

The college has a well developed system for providing IT facilities to the users. Some of the facilities are as under:

AMMT College has LCD projectors, overhead projectors, printers and scanners. All the computers and printers have software installed in them and the Hardware is also maintained from time to time. The college website is monitored and updated by the Website Maintenance Committee of the college. The whole campus of the college has Wi-Fi facility with a speed of 80 mbps. The computers of the college are connected with printers and scanners wherever required. Most of the computers have internet facility via LAN & Wi-Fi. The institute has software installed in Library (KOHA, Software version-21.05.00.000). The institute has 3 smart classrooms for better teaching learning process. Some of the departments have computers, most of which have Internet facility via Wi-Fi for preparation of power point presentation as teaching learning materials. The maintenance of computer, Internet Wi-Fi networking and installation of software and maintenance and upgradation of hardware is done by agencies selected by open tender. Maintenance and upgradation is done from time to time.

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

4.3.2 - Number of Computers

19

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

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)

2555530.00 (Jan- June 2022)

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
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 calibration, repairing and maintenance of laboratory equipments are done by the technicians of related owner enterprises. In the library, weeding out of old titles, schedule of issue/return of books etc. are chalked out or resolved by the library committee. Regarding the maintenance of sports equipments, the department of Physical Education takes responsibility. .

The college enters annual maintenance contracts with local agencies for maintenance and/or upgradation of computer hardware and software. Library users are provided a secure access with a login ID and password for using e-learning resources like N-LIST. Regular cleaning of water tanks, proper garbage disposal, pest control, maintenance of lawns are done by the employees of the concerned Institute.

College campus maintenance is monitored through regular inspection.

All facilities regarding the cleanliness of environment in men's and women's washroom are properly maintained and sanitised.

Outsourcing is done for the maintenance of wooden furniture, electrification and plumbing. Regular maintenance of the water cooler and water purifier is done regularly. The maintenance of the reading room and stock verification of library books is done regularly by the library staff.

File Description	Documents
Upload any additional information	View File
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

1018

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

49

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)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
481	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
481	
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)	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	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	View File
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	

9

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**

37

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**

9

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)	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 college, as its organogram would demonstrate, allows students' representation and engagement in committees and subcommittees related to administrative and co-curricular activity in the form of inclusion of student members. Such committees include the Sports, Cultural, and Magazine subcommittees, the Grievance and Women's cells. There are nominated student members to the Governing Body and the IQAC, and an autonomous students' union whose members are elected through a free election process. All of these student members are considered important stakeholders and their opinions and suggestions are given due weightage while taking and implementing decisions.

File Description	Documents
Paste link for additional information	https://www.ammtcollege.ac.in/Pdf/6.2.2%20Organogram.pdf
Upload any additional information	No File Uploaded

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

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

2

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

5.4 - Alumni Engagement

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

The process of formation of a registered Alumni Association was delayed by the pandemic closures. After March 2022 a renewed effort was taken and the preparatory meetings and committees were formed. Till June 2022 documents according to prescribed proforma for registration under Societies Registration Act 1961 have been submitted for approval.

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

In tune with the vision and mission of the institution as stated

in the SSR prepared prior to the institutional accreditation (1st Cycle) by NAAC, the following measures were taken in the domain of governance:

1. For strengthening the ties with the community people the NSS unit organized special camp (March 23-29, 2022) in a nearby village named Khulnapara marked by the participation of the community children in the cultural event on 29/03/2022. The NSS unit organized 08 events (awareness event, dental check-up programme, seminar on first-aid management, blood donation camp) in the special camp.
2. To ensure participatory mode of management, Teachers' Council, Council for Non-teaching staff, Staff Council, the NSS unit and IQAC are in operation, apart from 18 subcommittees and 04 cells.
3. To generate environmental awareness, the college runs the system of solar PV power plants installed on 27/07/2021, maintains the thatched-roof open-air classroom, observes the World Environment Day on 05/06/2022 in terms of a plantation programme and reframes the herbal garden incorporating new plant species.
4. In an attempt to fulfill the academic aspiration of rural underprivileged pupils the institution offered scholarship to pupils with sound academic performance and attendance

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.

Outreach activities are mainly run by the NSS unit involving the members of the NSS advisory committee, students and the members of the local communities. There is a duly composed and functioning IQAC ensuring the presence of students' representative in the IQAC meetings. Instead of a duly elected Students' union, there is a students' unit that addresses the issues of the student population. Teachers' Council, Council for Non-teaching staff and Staff Council are in operation to address the issues of the teachers, the non-teaching staff and the employees in general. The functioning subcommittees and the Service Cell, Placement Cell, Women's Cell and Anti-Ragging Squad. This whole process of

participative management is monitored by the Governing Body, the final approving authority which assesses the recommendations coming from the various subcommittees to decide the course of action.

File Description	Documents
Paste link for additional information	https://www.ammtcollege.ac.in/Pdf/6.2.2%20Organogram.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

Teaching & Learning

1. Use of Google Classroom for dissemination of study materials
2. Powerpoint presentations in some departments
3. Use of subject-specific WhatsApp Groups for dissemination of study materials
4. Mentor-mentee arrangement
5. Departmental Meetings

Examination and Evaluation

1. Internal assessment through online mode

Library Service

1. N-LIST

Collaboration

Memorandum of Understanding signed with Chapra Bangaljhi College(w.e.f. 28/05/2022), Bethuadahari College(w.e.f. 16/03/2022), Krishnagar Women's College(w.e.f. 21/04/2022), Nabadwip Vidyassagar College(w.e.f. 07/02/2022) and Plassey College(w.e.f. 02/03/2022)

E-Governance

1. Online Admission
2. Online Students' Feedback and SSS
3. Availability of notices on the college website

4. Use of AMS software for student admission and support

Academic Events

1. Seminar on Karmajog of Swami Vivekananda on March 23, 2022
2. Seminar on Yoga Health and Fitness on the occasion of International Yoga Day on June 21, 2022
3. Seminar on First-aid Management on March 26, 2022

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

1. The policy of institutional decentralization is achieved in the structuring of administrative set-up.
2. Following the SOP on Tolerance and Harmony on Cultural/Regional/Linguistic/Communal/Socioeconomic issues, the SOP on Gender Equity and the SOP on Model Conduct on Campus drafted by IQAC and approved by the Governing Body in its meeting on 14/08/2021, the various subcommittees in the institution took relevant measures.

© There is a Service Cell to prepare the Service Books of the employees and to address the matters relating to the norms and modalities of the service of the incumbents. There is also a Leave Subcommittee to update the leave account of the incumbents.

(d) Following the standard procedures, the Governing Body of the college usually sends appointment letters to the candidates on the basis of the recommendation of The College Service Commission, though no such full-time faculty joined in the period under discussion. Apart from the existing SACT (State-Aided College Teacher) s no other SACTs have been appointed by the college authority as per Government order.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.ammtcollege.ac.in/Pdf/6.2.2%20Organogram.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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	View File
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

(a) Application for the registration of the employees' credit cooperative submitted to the appropriate authority

(b) There is a mechanism for reimbursing the payment any employee has to make as registration fee for participating in a seminar

(c) The college previously organised seminars to discuss issues relating to curriculum delivery in Choice based Credit System for the upgradation of the teaching faculties and organised a capacity-building event in April, 2022 for the staff in the library

(d) The IQAC offers support to the teaching faculties with the purpose of settling the CAS-related matters

(e) General Provident Fund for the employees

(f) Principal's office promptly responds as to the settlement of the health insurance of the employees who avail the state government's health insurance scheme

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

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

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

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

5

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

(a) Each teaching faculty has to annually submit to the head of the institution a duly filled self-appraisal diary for approval so that the authority finds itself in a position to get a comprehensive idea of the teachers' overall attendance, the extent

of their classroom activities and their participation in the activities of programmes run by various subcommittees

(b) The annual academic audit done by the institution gives the authority a fair idea of the performance of each department in curriculum delivery, research, co-curricular activities etc.

(c) The students' feedback and students' satisfaction survey collected/done each year gives the authority an opportunity to identify the inadequacies in the overall management of the institution

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

The internal audit for the year is done. The Finance Subcommittee and the Governing Body in their meetings make attempts to develop systems to settle audit objections, if any.

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)

0

File Description	Documents
Annual statements of accounts	View File
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

For the mobilization of funds and optimal utilization of resources the college has the following mechanism:

1. The Finance Committee holds its meetings to make a review of the financial circumstances, thus offering necessary recommendations
2. The Purchase Subcommittee adopts official procedures in matters relating to the purchase of commodities through tenders, whenever necessary
3. The Bursar plays a role in framing policies for the appropriate mobilization of funds
4. The Governing Body examines the proposals for purchase, approves of the plans for purchase, if found suitable, and also approves of the expenditures

File Description	Documents
Paste link for additional information	Nil
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

In its meeting on 12/04/2022 IQAC prepared the following draft plan of action for the session 2022-2023: extension of building for classrooms, the extension and reframing of the herbal garden, the constitution of a yoga centre cum gymnasium, organizing training programmes for NTS and Library staff and rainwater harvesting.

Though the college has not been able to introduce rainwater harvesting on the campus and training programme for the non-teaching staff, following the recommendation of IQAC, it started to build up new classrooms, organized an online capacity building programme for the library staff in April, 2022 and successfully reframed and enlarged the herbal garden, incorporating about thirty (30) species. The college sought funds for a gymnasium from an appropriate authority, got the vetting process concluded to prepare yoga floor, prepared a curriculum for an add-on course on yoga which has been sent to the affiliating university for approval. The IQAC generated an online feedback form for 6th semester honours students and an online form for SSS (Students' Satisfaction Survey) for all the 6th semester students, submitted the teachers' feedback analysis and the students' feedback analysis for 2021-2022 to the Governing Body which was discussed in its meeting dated 23/02/2022.

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

The IQAC in its offline meeting with the faculties on 12/04/2022, while discussing academic measures/reforms possible to be undertaken in the post-Covid scenario, drew the attention of the faculties to the need for identifying the slow learners and making provision of tutorial classes for them. In academic subcommittee meetings the IQAC members pointed out the need for disseminating study materials using Google Classroom and making reviews of the academic performance of the students in the departmental meetings.

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

C. Any 2 of the above

**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)**

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

1. International Girls Child Day was observed on January 24, 2022 in an online event
2. Noted women performers in the society were felicitated during the celebration of International Women's Day organized by the NSS unit and Women's Cell on March 08, 2022
3. Awareness Programme on HIV/AIDS was organized during the proceedings of the NSS special camp on March 24, 2022
4. Awareness Programme on the Problems of the Adolescent Girls was organized during the proceedings of the NSS special camp on March 28, 2022
5. A considerable number of girls students took part in the seminar organized during the celebration of International Mother Language Day on 21/02/2022 and the seminar organized on Yoga for Health and Fitness on 21/06/2022.
6. There were many girls participants in the cultural event commemorating Tagore and Nazrul Islam organized on 31/05/2022 and 53 girls took part in the annual sports on 25/02/2022
7. The college re-formed Women's Cell and Cell against Sexual Harassment with effect from 01/04/2022 and under the IQAC

prepared an SOP on gender equity during 2021-22.

8. The girl students availed the benefits of separate common room and a sanitary napkin vending machine
9. In the existing CBCS curriculum for English a GE course on women's empowerment
10. 36 girls students availed Kanyashree scholarship offered by the Government of West Bengal

File Description	Documents
Annual gender sensitization action plan	https://www.ammtcollege.ac.in/Policy-of-institution.aspx
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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 generates hardly any biomedical and chemical waste that can cause serious environmental threat.

2. Vegetable waste materials from the canteen are deposited in a pit on the campus to use them as organic fertilizer for the plants on the campus.

3. Discouraging the use of plastic materials, the college canteen serves tea using cups made of paper.

4. Adequate number of dustbins are available for the primary deposit of waste-materials

5. Publicly visible official statement against littering

6. To reduce the volume of paper-waste the authority encourages the stakeholders to make use of the college website, the Google Classroom, the official WhatsApp group for the employees and the subject-specific WhatsApp groups for the students

7. E-waste materials(computer hardware) are removed from the campus on regular basis

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	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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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

B. Any 3 of the above

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	View File
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	E. None of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment 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).

1. Distribution of masks, pens, pencils and exercise books among the socially underprivileged tribal students of Dhakuriapota Mundari Para, Asannagar, Nadia on January 12, 2022 marking the observance of the National Youth Day organized by the NSS unit
2. Giving a strong message against gender discrimination, International Girl Child Day was observed on January 24, 2022 and the women performers in various social segments were felicitated during the celebration of International Women's Day on March 08, 2022.
3. Swami Anandamayananda delivered a seminar lecture on 'Karmojog of Swami Vivekananda on March 23, 2022 emphasizing the need for practicing tolerance and recognizing the diversities in the functioning of an institution for higher education
4. Socioeconomic diversity is addressed while offering government and non-government stipends and scholarships
5. The vision and mission of the institution reflecting the principle of inclusiveness was mentioned in the e-prospectus made available for the stakeholders on the college website
6. A strong message against religious disharmony was given in arranging cultural event commemorating the contribution of Tagore and Nazrul Islam on 31/05/2022
7. The above-mentioned steps were in conformity with the SOP on Tolerance and Harmony introduced by the college with effect from 14/08/2021

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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. Making the students and employees aware of the constitutional obligations, the Republic Day was observed on January 26, 2022
2. In response to the letter from BDO, Krishnagar 1 Development Block, Nadia dated 10/03/2022, the college took necessary steps relating to national voter awareness programme.
3. Days of national importance evocative of the responsibilities of citizens like the National Youth Day(January 12, 2022) and Netaji's Birthday(January 23, 2022) were duly observed
4. A seminar on 'Yoga for Health and Fitness' was organized on June 21, 2022 to address the need for revisiting the Indian traditions with the purpose of ensuring a holistic psychosomatic growth of the citizens
5. The employees and the students were made aware of the need for cultivating indigenous languages in a multi-lingual country like ours on International Mother Language Day on 21/02/2022
6. NSS activities including the Awareness Programme on Road Safety (January 02, 2022), Workshop on First-Aid Management(March 27, 2022), Blood Donation Camp(March 28, 2022) and Free Health Check-up Camp(May 18 and 19, 2022) were organized to enable the students develop a sense of commitment to the welfare of the neighbouring communities

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

<p>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</p>	<p>D. Any 1 of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 689 529 757">File Description</th> <th data-bbox="529 689 1436 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 757 529 824">Code of ethics policy document</td> <td data-bbox="529 757 1436 824" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 824 529 1115">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</td> <td data-bbox="529 824 1436 1115" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1115 529 1182">Any other relevant information</td> <td data-bbox="529 1115 1436 1182" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	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	
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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								
<p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p>									
<ol style="list-style-type: none"> 1. National Youth Day observed by NSS unit on 12/01/2022 2. International Girl Child Day observed by NSS unit on 24/01/2022 3. Birthday of Netaji Subhas Chandra Bose observed by NSS unit on 23/01/2022 4. Republic Day observed by NSS unit on 26/01/2022 5. International Mother Language Day observed by Cultural Subcommittee on 21/02/2022 6. International Women's Day observed by NSS unit and Women's Cell on 08/03/2022 7. Cultural Event Commemorating Rabindranath Tagore and Nazrul Islam organized by Cultural Subcommittee on 31/05/2022 8. NSS unit observes the World Environment Day on 05/06/2022 in terms of a plantation programme 9. Seminar on 'Yoga for Health and Fitness' on the occasion of International Yoga Day organized by Department of Physical Education , NSS unit and IQAC on 21/06/2022 									

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	View File
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.

1. **Reframing of the Herbal Garden:** In consultation with Dhaanyaganga Krishi Vigyan Kendra, Ramakrishna Mission Ashrama, Sargachhi, Murshidabad, West Bengal, the institution reframed and enlarged the herbal garden to a certain extent, adding nearly thirty (30) species (Ayapana, Vach, Peel Bhringaraja, Gurmar, Hadjora, Cavya, Satamuli, Stevia etc.) to the already existing stock. Plant labeling is also done, the documentation of which is already available on the college website.
2. **Workshop for Capacity Enhancement:** Taking an initiative for enhancing the capacity of the non-teaching employees, a one-day online workshop on Library Automation and E-Resources was organized by the college on May 4, 2022 with Dr. P S Mukhopadhyay, Professor, Department of Library Science, University of Kalyani, West Bengal as the resource person

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

In the NAAC peer team report on institutional accreditation (1st cycle) of the college issued on 26/11/2016 developing the infrastructure was pointed out as one of the institutional challenges. In the SWOT analysis in AQAR for 2017-2018 (July 2017-June 2018) the absence of common room for the boys was

recognized as one of the major inadequacies. Finally on 11/03/2022 the college authority issued work order for the construction work for the common room for boys and girls.

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 draft plan of action for the session 2022-2023 drawn up by IQAC in its meeting on 12/04/2022 and the annual segment of the perspective plan drafted by IQAC in its meeting on 12/04/2022 (subsequently revised and approved by Governing Body in its meeting on 20/05/2022) have these proposed actions in common:

1. Extension and Reframing of the Herbal Garden
2. Construction of a Yoga Centre-cum-Gymnasium
3. Organising Training Programme for NTS and Library Staff

This apart, the draft plan of action drawn up by IQAC proposed following actions for the session 2022-2023:

1. Extension of Building for classrooms and Library
2. Arrangements for Rainwater Harvesting

And, the perspective plan proposed these additional following actions for the session 2022-2023:

1. Computer Learning Programme for the Students
2. Introduction of Add-on Courses