



Yearly Status Report - 2019-2020

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 own campus	Yes
Phone no/Alternate Phone no.	08001213212
Mobile no.	7908268857
Registered Email	collegemmt@gmail.com
Alternate Email	iqac@ammtcollege.ac.in
Address	Asannagar
City/Town	Krishnagar
State/UT	West Bengal
Pincode	741161

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Biswajit Podder
Phone no/Alternate Phone no.	09641717779
Mobile no.	9641717779
Registered Email	iqac@ammtcollege.ac.in
Alternate Email	asannagar@ammtcollege.ac.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	_https://ammtcollege.ac.in/aqar/2018-2019.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://ammtcollege.ac.in/Pdf/Acdemic%20Calender.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.09	2016	26-Nov-2016	01-Dec-2021

6. Date of Establishment of IQAC	30-Nov-2013
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
ORGANIZATION OF WEBINARS	28-May-2020	1365

	1	
INTRODUCTION OF GOOGLE CLASSROOM	28-May-2020 1	1335
INTRODUCTION OF ONLINE CLASSES ON ZOOM PLATFORM AND UPLOADING STUDY MATERIAL ON COLLEGE WEBSITE	05-Apr-2020 1	1335
WORKSHOP / SEMINAR FROM WOMENS CELL , ANTI RAGING CELL AND CELL AGAINST SEXUAL HARRASSMENT	26-Aug-2020 1	386
INITIATIVE TO REGISTER ALUMNI ASSOCIATION	21-Dec-2019 1	25
SPECIAL TALKS FOR STUDENTS	21-Dec-2019 4	191
INCREASING AND MAINTENANCE OF BOOKS AND JOURNALS	21-Dec-2019 1	1365
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1 Use of Zoom and Google Meet for continuing classes online since lockdowns 2 Introduction of Google Classroom for regular teaching, learning and evaluation 3 Regular organization of webinars 13 webinars with 02 seminars offline 4 ICT Upgradation programmes undertaken for teaching and nonteaching staff

[View File](#)

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

Plan of Action	Achivements/Outcomes
Attached Excel File	Attached Excel File
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	14-Aug-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

22-Jan-2020

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Prior to the official closure of the institution caused by Covid-19(July 2019-February2020) the following measures were adopted: a) Running offline classes following master routine b) Using projectors and power point presentations c) Making INFLIBNET available to both the faculties and students for digital academic resources d) At the beginning of semesters the HODs made thorough study of the segments of the syllabus and in consultation with faculties, fixed the teaching assignments for the full time faculties and the

SACTS of the departments as well e) There is an Academic Subcommittee in the college which was formed to address problems relating to effective curriculum delivery, if any Subsequent to the official closure of the institution caused by Covid-19(March 2020 to till date), in addition to the measures mentioned above, the authority has adopted the following measures. a) Introducing the online classes, initially using Zoom and afterwards using Google Meet following the Master routine and departmental class routines. b) Purchasing institutional domain from Google as an aid to online academic activities c) Using Google Classroom to run the online classes and sending electronically processed study materials (scanned materials, pdf files, you tube links, links for academic resources) to the students available in Google classroom d) Creating subject and semester-wise WhatsApp Groups for disseminating facts about the curriculum delivery and sending study materials e) For students in general and for particularly those who because of problems in connectivity and data use fail to access the Google Classroom, electronically processed study materials are made available on the college website f) Webinars organized by the institution (in which the free registration of the students is ensured) on topics the following of which are directly related to the existing curriculum: (i) 'Sustainable Development in the Indian Subcontinent' (organized by Dept. of Geography and IQAC, August 12-13, 2020)(ii)'Gender Issues: Past and Present'(organized by Women's Cell & IQAC, August 26, 2020). The webinar on 'Sustainable Development in the Indian Subcontinent', for instance, is related to some of the following course units of the existing curriculum: 1. History (i)Semester 1. (AECC): Essentials of the Environmental Science 2. Defence Studies (i) Environmental Studies (AECC=Ability Enhancement Compulsory Course) 3. Geography (Programme/General) (i) Semester 6. GEO/G/GE/T/02:(Theory) Sustainable Development 4. Political Science (i) Semester 6. POL-G-GE-T-2(A) Human Rights, Gender and Environment 5. Philosophy (i) Semester 5. PHIL-G-GE-T-01 Applied Ethics (Environmental Ethics [Unit 3]) The webinar on 'Gender Issues: Past and Present' is related to some of the following course units of the existing curriculum: 1. Defence Studies (i) Semester 5. DFS-G-GE-T-1(A) Rights of Women and their Empowerment 2. History (i) Semester 6. DSE. Course 3 History of Women in India 3. English (i) Semester 4. ENGH-H-GE-T-4 Contemporary India: Women and Empowerment (g) Online quiz competitions related to existing curriculum ('The Centenary of Non-Cooperation Movement' dated 05.09.2020 with 78 student participants and 'Heritage: Types and Preservation in India' dated 29.08.2020 with 45 student participants) (h) The newly introduced methods for effective curriculum delivery following the lockdown caused by the pandemic are documented in the proceedings of departmental meetings, Academic Subcommittee meeting, Teachers Council meetings and G.B. meetings (i) Two faculties as members of the Undergraduate Board of Studies of the affiliating university take part in the process of designing the curriculum

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Mathematics	01/07/2019
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Honours	01/07/2019
BA	Programme	01/07/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
List given in excel file	01/07/2019	1446
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>The HODs collect the filled in students' feedback forms and initiate discussion with the faculty members as to the findings. The feedback collected from the outgoing students in the concerned session is not confined to the activities and requirements of any single department. On the contrary, the feedback has an institutional nature which allows the students to express their opinions not only about the concerned department, but about the overall state of the institution. The feedback form is uniformly structured in the sense that all the departments adhere to a single given feedback form. During the feedback analysis the HODs of the four Honours departments along with the other faculties closely scrutinize the response of the outgoing students to produce departmental feedback analysis reports and therefore to produce it to the Governing Body, the final administrative centre of the institution. In the Governing Body meeting the members examine and discuss the observations and recommendations coming out of the departmental feedback analysis reports. The Governing Body members, thus formally discussing it under an agenda, adopt policy-making endeavors on the basis of the observations and recommendations</p>

available in the duly signed feedback analysis reports and request the Secretary of the Governing Body to initiate necessary actions in this regard. As a part of necessary documentation, the facts relating to the submission of the departmental feedback analysis, the observations in the reports and the recommendations of the GB members are written down in the concerned GB resolution. In pursuance of the recommendations primarily coming from the departmental feedback analysis reports and then, on the basis of that, from the GB members themselves, the Secretary of the Governing Body then instructs the Conveners of the concerned subcommittees to arrange meetings with the purpose of implementing those proposals. For instance, in the period under consideration for this AQAR (July 2019-December 2020) four Honours Departments submitted the feedback analysis reports early in the month of December, 2020 and subsequently those reports were discussed in the GB meeting dated 9th December, 2020 (Meeting No. 7/3). The members requested the Principal to adopt measures for publishing the college magazine, purchasing projectors, purchasing items for Physical Education Dept and organizing cultural events as per the observations made in the feedback analysis reports submitted by the Dept. of Bengali, Dept. of History, Dept. of Sanskrit and Dept. of English, respectively. Though the actions taken subsequently stretched beyond the periphery of the period under discussion (July 2019 to December 2020), this is important to note that with the agenda of reviewing the progress in publishing the college magazine a magazine subcommittee meeting took place on 28/04/2020 and appropriate decisions were taken regarding proof reading and the mode of publication. Similarly, Purchase Subcommittee meeting was convened on 26/03/2021 with the agenda of discussing the purchase of projector machines and dress materials for the students of Physical Education and as far as the cultural programmes are concerned, the Cultural Subcommittee organized an online cultural event involving the students of the college on May 9, 2021.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Hons	270	775	191
BA	Programme	725	829	427
BSc	Programme	20	7	Nil
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1466	Nil	14	Nil	14

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using	ICT Tools and resources	Number of ICT enabled	Number of smart classrooms	E-resources and techniques used

	ICT (LMS, e-Resources)	available	Classrooms		
30	30	5	2	Nil	8
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

NO

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
Nil	Nil	Nil

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	14	2	6	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Part-II Hons	2nd year	04/07/2019	14/09/2019
BA	Part-II General	2nd year	18/07/2019	14/09/2019
BA	3rd Sem Hons	3rd Sem	24/12/2019	03/09/2020
BA	3rd Sem Prog	3rd Sem	13/01/2020	03/09/2020
BA	1st Sem Hons	1st Sem	23/12/2019	22/09/2020
BA	1st Sem Prog	1st Sem	04/02/2020	22/09/2020
BA	Part-I Hons	1st Year	02/09/2019	28/01/2020
BA	Part-I General	1st Year	19/09/2019	28/01/2020
BA	PART III HONS	3RD YEAR	07/10/2020	20/10/2020
BA	PART III GEN	3RD YEAR	14/10/2020	20/10/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

A) Use of google forms to conduct the internal evaluation . B) Auto generated response for the students in the case of multiple choice questions . C) Departmental meetings to discuss the pattern of questions and the coverage of the syllabus on the eve of internal examination . D) Academic subcommittee meetings and examinations subcommittee meetings for the hassle-free progression of the internal evaluation in different department . E) Using the subject - specific whatsapp groups to communicate relevant decisions to the students as to the management of internal evaluation . F) Internal evaluation - related writing assignments for the students are provided and received using google classroom in certain cases .

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college , as an affiliated institution , adhered to the provisional academic calendar prepared by the affiliating University for BA/BSC/BCOM (Honours Program / General) courses of studies under semesterized CBCS curriculum for the academic year 2019-2020 . However , due to unavoidable circumstances caused by Covid-19 , the affiliating University had to revise the schedule relating to the semester - end exam and the publication of result which the college followed accordingly . Since March 2020 , the college had to switch to online classes from the regular offline mode .

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://ammtcollege.ac.in/Program-outcomes.aspx>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
3rd Sem Hons	BA	3rd Sem	242	19	7.85%
Part-II General	BA	2nd year	375	285	76.00%
Part-II Hons	BA	2nd year	178	155	87.07%

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://ammtcollege.ac.in/Feedback-analysis.aspx>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
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No Data Entered/Not Applicable !!!

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
BENGALI	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	EDUCATION	1	0
National	EDUCATION	7	0
National	BENGALI	1	0
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
POLITICAL SCIENCE	3
ENGLISH	2
BENGALI	1
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	8	3	Nill
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Thalassemia	Ranaghat Thalassemia Detection Cente , Ranaghat , Nadia	14	250
World Environment day	Bhimpur Police , Bhimpur , Nadia	8	100
NSS Awareness	NSS	3	100
Cleaning Programme	Asannagar Primary Hospital2	2	58
Swachhata Pakwada	Asannagar Primary Hospital	2	62
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
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SEE FILE ATTACHED	SEE FILE ATTACHED	SEE FILE ATTACHED	82	1413
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1000000	824524

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Partially	3.18.06.000	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	6115	1007151	6374	60860	12489
Others(s pecify)	19	84000	4	20500	23	104500
Journals	9	8550	Null	Null	9	8550
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	19	0	19	0	10	5	1	30	0
Added	0	0	0	0	0	0	0	0	0
Total	19	0	19	0	10	5	1	30	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
70000	69410	1600000	948524

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the college
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- 'to create an environment of excellence in education' through technologically advanced pedagogical tools. At the beginning of the academic year need-assessment for replacement/up-gradation/addition of the existing infrastructure is carried out based on the suggestions from academic sub-committee members, Heads of Departments and system administrator after reviewing course requirements, computer-student ratio, budget constraints, working condition of the existing equipment and also students' grievances. The Finance and Purchase subcommittees plan ahead for all requirements regarding classrooms, furniture and other equipments. • Optimal deployment of infrastructure is ensured through conducting offline and online workshops/awareness programs/training programs for faculty on the use of new technology. • Effective utilization of infrastructure is ensured through supervision by system administrator/the Principal. • Optimal utilization is ensured through encouraging innovative teaching-learning practices. • The available physical infrastructure is optimally utilized within and beyond regular college hours to conduct co-curricular /extra-curricular activities, parent-teacher meetings, campus recruitment sessions, meetings, seminars, conferences etc. • The physical infrastructure is used as an examination centre for various recruitment examinations, Government examinations, apart from University examinations. • Purchase of books is done from appointed vendors based upon requirements received from the departments at the beginning of the academic year, subscribed journals are maintained and increased from time to time, and an extension plan for reading room space is in the pipeline. The library software is up-graded when possible and a process of digitization of catalogues is under way. • Sports equipments are checked and requirements placed before the Purchase subcommittee at the beginning of the session, and then duly purchased through public notification and tendered quotations. The department of Physical Education purchases and provides sporting costume (track suits etc.) each year in this manner to students. • Classrooms, toilets, separate common rooms for boys and girls (with a vending machine for sanitary napkins) are maintained and overseen by the Building committee and the Principal.

<https://ammtcollege.ac.in/Policy-of-institution.aspx>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	N/A	0	0
Financial Support from Other Sources			
a) National	SITARAM JINDAL FOUNDATION	9	54000
b) International	N/A	Nil	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
SOFT SKILL DEVELOPMENT	01/07/2019	40	DEPARTMENT OF ENGLISH

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
N/A	Nil	Nil	N/A	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	1	ASANNAGAR MMT COLLEGE	SANSKRIT	RABINDRA BHARATI UNIVERSITY	M.A IN SANSKRIT
2020	9	ASANNAGAR MMT COLLEGE	BENGALI	NSOU, K.U	M.A IN BENGALI
2020	4	ASANNAGAR MMT COLLEGE	ENGLISH	KANYASHREE UNIVERSITY , NSOU	M.A IN ENGLISH
2020	6	ASANNAGAR MMT COLLEGE	HISTORY	KANYASHREE UNIVERSITY , NSOU	M.A IN HISTORY
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Civil Services	62
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
BIJOYA SAMMILANI	INSTITUTION	60
TAGORES DEATH ANNIVERSARY(VIRTUAL MODE)	INSTITUTION	89
PRE-PUJA FESTIVAL	INSTITUTION	79
TEACHERS DAY CELEBRATION	INSTITUTION	137
TAGORES DEATH ANNIVERSARY	INSTITUTION	138
INTER DEPARTMENT YOGA COMPETITION	INSTITUTION	87
ANNUAL ATHLETIC MEET	INSTITUTION	175
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students are recognized as stakeholders in every area of extracurricular and co-curricular activity. Sports, cultural, and seminar committees include student members. In general, students are represented by an autonomous students' union, which sends an elected representative to the Governing Body. The students' union nominates student facilitators during admissions, and actively participates in cultural and sporting events the year round. However, for the last two academic years the election/formation of the autonomous students' union has been kept in abeyance by Government orders, and as such the union and its representative to the GB are non-functional. Students are also engaged in campus maintenance and cleaning, led by the NSS Unit, and the college has a provision of stipends to students who offer voluntary work in the library.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

a) As the Governing Body is the highest decision making authority of the college, planning and implementation on various issues are conducted by the GB with the aid of various subcommittees consisting of teachers, who also send representatives to the GB. Planning for all-round development/expansion are done by teachers and non-teaching staff in various subcommittees and placed before the GB for final approval and financial sanction. Therefore, staff members are involved in a democratic manner in matters of governance and planning. For example, the construction of two classrooms on the second floor during the year was entirely planned and overseen by the Building subcommittee, comprised of teaching and non-teaching staff members. b) There are several subcommittees like academic, cultural, sports comprised of teaching and non-teaching staff, among whom academic and co-curricular activities are distributed. These committees are invested with absolute power of decision making and conduct, thus creating a decentralized system. These committees coordinate and run the various academic and co-curricular activities and evaluation along the academic calendar. The academic subcommittee in consultation and collaboration with the examination and routine subcommittees performs the year-round tasks of instruction and evaluation along the CBCS framework, which is a participatory mode of management. In the current academic year these tasks have largely been performed online via Google Classroom, with no interruption due to the pandemic.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Teaching and Learning	Teachers in all departments adopted online teaching - learning modes via Zoom then G - Suite under recommendation of IQAC approval of Governing Body .
Examination and Evaluation	Continuous internal evaluation using online modes like Google Forms , apart from University examinations conducted in blended (online offline) mode were regularly conducted since the closure of the college due to pandemic Lockdowns .

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Finance and Accounts	Accounts related to salary , all purchase and admission activities including payment of fees is done in the online mode with appropriate banking and computer hardware partners .

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NILENDU BISWAS	WORKSHOP ON UBA	NIL	500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
REFRESHER COURSE	3	17/07/2020	30/07/2020	14
WORKSHOP	1	15/09/2020	21/09/2020	7
FIP	1	23/09/2020	31/10/2020	39
RC	1	01/10/2020	14/10/2020	14
STC	1	12/09/2019	18/09/2019	7
STC	1	12/03/2020	18/03/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
6	6	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	NIL	NIL

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college has conducted one internal and one external financial audit during the year. The internal audit was conducted by a registered Chartered Accountant duly appointed by the GB, and the external audit was performed by a firm of Chartered Accountants appointed for the same by the Director of Public Instruction, Government of West Bengal. Both the audit reports as well as the auditors' observations were put up for discussion before the Finance committee and the Governing Body, and decisions for appropriate corrective measures were taken.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	N/A
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	Yes	DPI	Yes	ABHYUDAY ASSOCIATES CHARTERED ACCOUNTANTS .

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Activities and Support from parent-teacher association 1. Though there is no separate body of parent-teacher association, certain departments of the college have arranged parent-teacher meetings on 16/11/2019 to discuss (a) academic progress of the pupils (b) attendance of the students (c) functioning of the departments 2. The Secretary of the Governing Body appears in some of the parent -teacher meetings and is made aware of the observations of the parent -teacher meetings. The observations of such meetings have been recorded to influence the policy-making decisions of the authority, whenever required. 3. Through sending SMS and through making notices available on the college website, the college makes attempts to reach the parents, whenever required

6.5.3 – Development programmes for support staff (at least three)

Development Programme for the support staff (a)On 17/07/2020 Sri Yogesh Mahajan, CEO,Digital Edu. delivered a speech titled 'Digital Transformation in Higher Education' in a national level webinar that disseminated facts and information beneficial to all the teaching faculties, non teaching employees and other support staff (b)Though the college has not organized any programme particularly aimed at the professional enrichment of the full time and temporary non teaching employees as 'support staff', the details of the relevant programmes undertaken for the benefits of the teaching faculties are as follows: 1. On 23/11/2019 P. C. Ghosh Roy, Joint DPI, Dept. of Education, West Bengal on 'Career Advancement Scheme' attended by both the full time faculties and the part-time faculties 2. On 14/07/2020 Sri Partha Karmakar, webinar 'Career Advancement of College Teachers: Challenges and Opportunities'

attended by both the full time faculties and the SACTS

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Post-accreditation initiatives 1. Following the recommendation for quality enhancement of the institution recorded in the NAAC Peer Team Report dated 26th November, 2016, the college has introduced Mathematics Programme/General as a new subject/course option for its students in the concerned session (July 2019-December 2020). 2. Pursuing the suggestion for quality enhancement of the institution recorded in the NAAC Peer Team Report dated 26th November, 2016, the college has recruited 07 permanent teaching faculties in the concerned session (July 2019-December 2020) as per recommendation of the College Service Commission. The details of the above mentioned faculties are as follows. a. Dr. Mahaprasad Ghosh, Assistant Professor, Dept. of Physical Education b. Soumen Pal, Assistant Professor, Dept. of Philosophy c. Tanima Banik, Assistant Professor, Dept. of Political Science d. Aniruddha Saha, Assistant Professor, Dept. of Education e. Chanchal Mondal, Assistant Professor, Dept. of Bengali f. Rezwan Ahmed, Assistant Professor, Dept. of English g. Sibli Khan, Assistant Professor, Dept. of Political Science (resigned in January 2020) 3. Following the recommendation for quality enhancement of the institution recorded in the NAAC Peer Team Report dated 26th November, 2016, the number of book titles added to the existing stock in the college library in the concerned session (July 2019-December 2020) is 159.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	INCREASING AND MAINTENANCE OF BOOKS AND JOURNALS	21/12/2019	21/12/2019	11/01/2020	1335
2019	SPECIAL TALKS FOR STUDENTS	21/12/2019	21/12/2019	19/06/2020	30
2019	INITIATIVE TO REGISTER ALUMNI ASSOCIATION	21/12/2019	21/12/2019	29/02/2020	100
2020	INTRODUCTION OF ONLINE CLASSES ON ZOOM PLATFORM AND UPLOADING STUDY MATERIAL ON COLLEGE	05/04/2020	05/04/2020	30/06/2020	1335

	WEBSITE				
2020	INTRODUCTION OF GOOGLE CLASSROOM	28/05/2020	28/05/2020	01/07/2020	1335
2020	GENDER ISSUES : PAST PRESENT	26/08/2020	26/08/2020	26/08/2020	150
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
GENDER ISSUES : PAST PRESENT	26/08/2020	26/08/2020	85	65

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
SOLAR ROOFTOP POWER GRID INFRASTRUCTURE WAS INSTALLED DURING THE YEAR , BUT IT REMAINS TO BE ACTIVATED AND CONNECTED TO THE GOVERNMENT SUPPLY GRID .

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Scribes for examination	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	6	5	05/06/2019	11	SEE FILE	SEE ATTACHED FILE	1155
2020	4	1	12/01/2020	5	SEE FILE	SEE ATTACHED FILE	736
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NATIONAL YOUTH DAY	12/01/2020	12/01/2020	191
WORLD WOMENS DAY	08/03/2020	08/03/2020	180

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Initiatives taken by the institution to make the campus eco-friendly

1. Tree plantation programme was undertaken as a regular annual campus activity by the NSS unit in the concerned session (July 2019-December 2020). Tree plantation programme was undertaken in collaboration with Bhimpur Police, Bhimpur, Nadia on 18/07/2019 involving 03 faculties and 24 student participants.
2. With the assistance of the local body of rural administration hedge rows consisting of small bushes were crafted along one particular side of the boundary wall of the institution.
3. The already existing thatched- roof open air classroom on the campus is taken care of
4. The already existing garden of medicinal plants on the campus is taken care of
5. Adequate attention has been paid to the growth of the trees like mehogini, bakul, radhachura and mango, which, along with a lush green meadow and a stream very close to the college campus, invite a wide range of birds

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice: Use of Google Classrooms via G Suite

Objectives of the Practice: In the context of unprecedented layoff in higher education due to the pandemic, the objective was to continue teaching-learning in an effective and student friendly way resembling classroom teaching. The principle was to keep teachers and students engaged in learning as a way to combat the psychic challenges of the layoff, as also to open new avenues of e-learning.

The context: The greatest challenge in implementing the practice was to include and enable all students to use the Google platform effectively and regularly. Working with a student community coming from poor and working class/agro-based families, economic depression due to the pandemic posed the threat of discontinuation in higher education. The college with limited resources was not able to provide adequate economic assistance, and faced the danger of heavy dropout rates. Many students lacked the electronic device to avail of e-learning, and it was hard to motivate and rope in students from a demoralized state.

The Practice: Reacting quickly to the radically altered situation of higher education, the college started online classes via the Zoom platform in April 2020. The four Honours courses and all the Program courses were brought under a weekly class routine, and students were invited to join over social media and taught the ways to use the platform. About two months later, amid widespread anxieties over the safety of Zoom platforms, and driven by needs of further academically enabling activity, the college contacted Google Inc. for access to the G Suite for Education. After the agreement was complete, teachers and students began to use the suite since May-June 2020, and could perform all regular academic tasks like live online lectures, conducting tests, making surveys and enquiries, assigning projects and providing study material, and assessing student progress with individual care. All this was achieved as regular customized activity at a time far ahead of peer institutions in the region, and preceding government initiative or instruction in the matter. At a time when the higher education scene across India was reeling with news of debacle and dystrophy, the college was able to engage at least 85 of Honours and 60 of Program students in regular curricular activity, and keep them

abreast of the heavy schedule of semesterized CBCS courses. The limitations faced were mostly economic inability to avail the internet, and these were supplemented by offline coordination. Evidence of Success: The chief evidence of success of this practice is the results of the semester examinations held in blended mode (online and offline) since November 2020. The aims of regular online teaching and assessment were to engage as many students as possible amidst economic uncertainties, dropout tendencies and lack of communication. The results of the semester term-end Honours courses were placed in the first class. Considering the disheveled state of students across the nation, this was no mean achievement. The management was convinced that the early entry into the G Suite and its consistent use had borne good fruit. Problems Encountered and Resources Required: The problems encountered were threefold - to communicate to all students (especially in the Program courses) and bring them within the ambit, to equip all with electronic devices and Internet services, and to keep them glued to this new and unusual mode. The resources employed to address these problems were - special fee waivers and concessions granted by the Principal, provision of Internet data to some needy students, simultaneous use of the college website for providing study material, and surveys, internal assessments and counseling/mentoring by teachers in Google classrooms. (2)

Title of the Practice: Waiving fees in response to economic depression

Objectives of the Practice: The intention was to keep as many students as possible from leaving the arena of higher education, failed by the multifarious crises - economic, social, familial - perpetrated by the Covid-19 lockdowns. Many families lost steady means of subsistence, jobs, earning members future plans were destroyed. Girls were taken off from their studies to be married off, boys moved in search of work. Many students appealed that they were unable to pay even the meager college fees. The principle underlying this practice was therefore humanitarian - to keep alive the aspirations of those who were struggling to hold on to education. The Context: The issue under address was a sad end of education for many whose only drawback was lockdown-induced poverty. The student community largely emerges from agro-based or smalltime business families living in the rural surroundings of the college, and many support their families with part-time jobs. Tertiary education is an auxiliary adjunct to many of these families, which must be jettisoned in times of acute instability. Teaching-learning was continued by the college online, which required devices beyond their affordability. On the other hand the college did not possess funds enough to provide them free. So, the GB decided to stand by the needy and waive fees for both continuing students and new entrants, and completely condoned the application fees for new admission as per government directive. The Practice: During a period when students across the whole of the nation were stalled and unable to overcome the digital divide, this practice of fee waiver implemented by the college, begun unilaterally, was a large step towards protecting equity and socioeconomic harmony in higher education. Many students were able to continue studies due to the waiver, many used the money thus saved in procuring the gadgets for online education, and many students from poor families could get themselves admitted into their first year. The practice was announced through the college website, and fee structures during online admissions were accordingly altered. Students leaving the college for another institution after getting admitted here were offered their payments back, so that they may keep educational costs within reach. The financial effects of this threefold waiver to continuing students, new entrants and those leaving after admission, spelled serious financial constraints for the college. A serious crunch of college funds was to be faced in the 2020-21 session, but the GB was prepared to put up in the higher interests of education to all. Many financially stronger peer institutions in the region did not take any measure in this regard, rendering our practice unique to some extent. Evidence of success: While the target was to help poor students hold on to their educational aspirations, the measure of success was to be had from the dropout

rates and successes in the semester examinations subsequent to the lockdowns. The fee waivers and the continuous teaching-learning via Google classrooms had a coupled effect to keep the dropout rates below 10 in Honours courses and below 20 in Program courses. Semester end results showed a pass percentage of almost 100. These figures assured that, compared to the nationwide statistics, the practice of fee waivers had gone some way towards enabling financially weaker students to continue studying. Problems encountered and Resources Required: There were two major problems faced while implementing this practice. One, the amount saved by fee waivers was not often enough for a student to meet the financial demands of online education. Two, the fact that fees had been waived was not motivation enough in the face of manifold familial crises for many. Resources employed to combat these were offline counseling by the Principal and teachers. Even so, a significant number of students could not be prevented from leaving courses.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://ammtcollege.ac.in/Best-practices.aspx>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The priority of the college is to render teaching-learning services in most effective and regular ways, and this had been most endangered by the lockdowns. Therefore the thrust of performance was put since March 2020 on systematic online teaching accessible to the maximum possible class work, assignments, tests, and provision of texts and reference material via Google Classroom and the college website. In these activities, the college anticipated and pre-dated peer institutions with similar status and affiliation, and moved ahead of government and university directives in the matter.

Provide the weblink of the institution

<https://ammtcollege.ac.in/Institutional-distinctiveness.aspx>

8.Future Plans of Actions for Next Academic Year

Severely hit in all aspects of activity by the pandemic-induced closure, the future plan of action was focused on regaining normal status, and was limited to the following aims: • Preparing students for dual teaching-learning mode - offline and online • Preparing campus along Covid-19 guidelines • Equipping departments with ICT devices • Increasing greenery and achieving self-sufficiency in power