



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SALTORA NETAJI CENTENARY COLLEGE

VILL.- SALTORA, P.O.- SALTORA, P.S.- SALTORA
722158

www.saltoranccollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

June 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

1.1 Introductions

Saltora Netaji Centenary College is a co-educational institution of higher education, located at Saltora village in the Bankura sub-division of Bankura District, West Bengal. The college is currently affiliated to Bankura University, Bankura, West Bengal and recognized by the University Grants Commission under section 2 (f) and 12 (B) on 2nd February, 2007.

The people of Saltora and adjoining blocks acutely felt the need for a degree college at Saltora for a long time. As a step to that direction, a public meeting was convened in the year 1997 by the local people who took an oath to proceed further for the establishment of the degree college. People from every walk of life promised all kinds of possible help. An organizing committee was constituted. It was decided that the proposed degree college be named as “Saltora Netaji Centenary College” to show reverence and respect to our legendary national hero, Netaji Subhas Chandra Bose on his auspicious birth Centenary. Land, money and materials came in the form of donation. The University of Burdwan granted affiliation and recognition to this co-educational institution from the session 2000-2001. Affiliation has later been changed following the order from the Government of West Bengal (caurrently affiliated to Bankura University, Bankura, W.B. w.e.f. 2017-18 session).

Despite being a relatively new college situated in a remote and economically backward region of West Bengal, the college is proud to have helped large number of students to attain a bright careers. There is a registered Alumni Association which has been continuously working towards the betterment of the different stakeholders of the institution and beyond.

The college now has more than 1397 students (in 2022-23), and 09 subjects. **Add-on/Certificate courses** usually supplement the curriculum. Several **MOU-s** with various government and non-government entities which overseen by the IQAC. The college is well-known for its extension activities and its performance in Sports and Games, and other extra-curricular activities. Notably, the institution has received ISO certification (9001:2015) as well.

Vision

Vision:

“All-round inclusive development of the students from an economically backward, predominantly tribal area” is the unwavering vision of the college since its inception in the year 2000. The vision of the college evolves from a desire to imbibe the socio-economically backward tribal students of the locality with a sense of brotherhood, sacrifice, social and academic awareness and respect for the proud heritage of India and to convince them that success in formal education can be worthwhile only when personal achievement are combined with social commitments. Delivering quality and affordable value based education to the first generation learners from the agrarian and daily wage earning communities of the area are our priority. These first generation learners will be enabled to develop into dutiful and responsible citizen of our great nation in

foreseeable future.

Mission

Mission: Our mission is to achieve the ‘**3Es of Education**’ i.e. Enable, Empower, and Engage. Our top priority is to provide Value-based education and to teach the learners to be responsible citizens and eco-conscious.

The missions of the college are as follows-

- To provide ample scope for the multifaceted inclusive development of the learners.
- To provide quality higher education to its learners.
- To provide and promote inclusive education for all the learners.
- To develop academic programmes based on local/regional/national/global needs.
- To pursue student-centric learning for self-development and skill development.
- To nurture and instil social awareness and responsibilities among its learners.
- To enlighten and empower the girl students of this economically backward, rural, remote, tribal and hillock area.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength:

- A multi-cultural and multi-lingual milieu which is conducive for the first-generation learners.
- Lush green campus with favourable learning environment.
- The unit cost of education is considerably low.
- Efficient scholarship system for the students through a dedicated scholarship cell.
- Qualified, dedicated and erudite faculty members.
- ICT (Interactive Smart-Screen, LCD Projector, Free Wi-Fi, Computer etc.) enabled learning set up.
- A well-equipped computer centre with 30 desktop computers and broadband internet connection.
- A functioning computerised, automated library with a notable quantity of relevant books (23,320 books as on 18.02.2024) along with a ‘Reading Room cum Information Centre’ (with 6 desktop computers) for the students next to the central library.
- The College library is equipped with INFLIBNET N-LIST digital database.
- On-campus free internet facility is provided to the staff as well as the students.
- Several CCTV cameras have been installed in different parts of the campus for a thorough surveillance in order to ensure safety for all.
- There is a dynamic system including Mentor-Mentee system in place for the students’ welfare.
- Saltora Netaji Centenary college is proud to be inclusive and forbids prejudice or biasness of any form.
- The institution is quite disabled-friendly with a barrier free environment.
- The institution has tried its best to create a conducive sports friendly environment. There is a registered Sports Academy that offers regular training.
- Our college has a well-developed, active and registered Alumni Association.
- The college has a huge, well maintained playground with boundary wall for play and practice.
- The college has three active NSS units which considerably contributes towards the betterment of the

students and local communities.

- The college highly encourages its faculty members to practice quality research.
- The College mandatorily practices transparency in its financial, academic, administrative, and other functions.
- Green energy is used in the institution. Rooftop solar panels (6kW) have been installed.
- It is a ISO certified institution (9001:2015).
- Water conservation initiatives have been taken as the area the college is situated in suffers from water crises especially during the summer.
- There is a strong relationship between the college with the local village communities as evident from various extension activities.

Institutional Weakness

Institutional Weakness:

- Since the majority of our students come from an economically challenged background, they often tend to settle for lower-paying jobs by dropping out of the college.
- We are currently suffering from inadequate classrooms. The institution is in dire need of more funds from various sources. Our current infrastructural limitation has proven to be a huge hindrance in the overall development of the college.
- As most of the students come from the remote corners of the district, many of them are not technologically well equipped and does not even have internet facilities which often act as a bottleneck.
- The college requires more teaching staff in certain departments e.g. Santali and Library. Besides, a number of non-teaching staff are also very much needed at the earliest.
- Students' enrolment in some honours subjects is not up to the mark.
- Most of our students come from an underprivileged backgrounds and are first generation learners.
- Connectivity and accessibility is an issue for our students as many routes do not have adequate bus service. We have already applied to the RTO, Bankura, W.B. for increasing the frequency of bus service.
- There is a Tribal Girls' Hostel in the campus but unfortunately the girls do not want to stay there as most of them are from the surrounding locality and besides that they have to support their family in different activities like household chores, agricultural works etc.

Institutional Opportunity

Institutional Opportunity

- The college has nine thriving and dynamic departments in spite of its locational disadvantage and less number of teaching staff.
- Commencement of Science and Commerce stream and extension of other humanities and social science subjects may enhance overall academic profile of the College
- Our lush green beautiful campus located at the foothill of the Biharinath hill, provides an excellent serene atmosphere for teaching-learning and cultural activities. The close proximity to the rural hospital, police station etc. helps running the institution smoothly.
- The College library gives the opportunity to the students and teachers of the College to access large number of text books, reference books, story books and competitive examinations related books. The

various e-resource links available in our official website are quite useful in this regard.

- A large number of online useful study materials have been uploaded in the official college website for the students to access.
- The efficient and dynamic Governing Body of our college extends its full support towards the academic progress of the students, professional development of the staff and inclusive development of the college.
- There is ample scope of introducing the National Cadet Corp (NCC) through which we can train and utilize our valuable human resource more efficiently.
- The college has a large playground for the students to play different outdoor games
- The students' council of our college always works hand in hand with the college authorities in the best interest of the college.
- The Teachers' council of our college is highly supportive towards all the staff and the students without any biasness.
- There exists a friendly and symbiotic relationship among the teaching & non-teaching staff of the college who works collectively for the betterment of the institution.
- Our college in each academic year provides financial support to the economically challenged students.
- The highly educated faculty members of our college are capable of handling administrative responsibilities too.

Institutional Challenge

Institutional Challenge:

- To improve the infrastructure of the college by a great extent.
- To arrange for substantial amount of funds for the development of the college.
- To introduce science and commerce courses.
- To introduce post graduate courses in different subjects.
- To reduce the number of drop out students to a great extent.
- To introduce job oriented, vocational and skill-based training activities and diploma courses.
- To generate awareness among the students more intensively regarding employment opportunities.
- To create some substantive teaching and non-teaching posts for the smooth functioning of the college.
- At present, a few teachers are engaged in research work, but a majority of faculty members are yet to go into research activities, mainly because of lack of funding.
- To increase number of books and journals in the library and to make it fully automated.
- To substantially increase the usage of green energy and decrease dependency on groundwater.
- To eradicate social taboo, local backwardness, making students open minded, and spirited.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The most important mission of Saltora Netaji Centenary College involves to achieve the '**3Es of Education**' i.e. Enable, Empower, and Engage. Our top priority is to provide Value-based education

and to teach the learners to be responsible citizens and eco-conscious. The institution has a vision to bring inclusive development for the students from such economically backward and predominantly tribal area.

- The CBCS curriculum (currently UGC-CCFUP-2020) prescribed by the Bankura University is followed by our institution.
- The college at present offers only Under Graduate courses (both Major/Minor & Honours/Programme) in 9 social science and Humanities subjects.
- Every year in the beginning of the new session, Academic Calendar is prepared to execute all the academic and non-academic programmes in the college.
- All the classes are conducted as per the schedule of the master routine made by the Routine Committee.
- All the faculty members are highly encouraged to take their classes using the existing modern ICT facilities including Smartscreens, LCD projectors ETC.
- Few departments conduct field studies and excursion as part of curriculum.
- Internal assessments, as per the instruction from Bankura University are conducted regularly. Besides several tests are taken as a part of 'Continuous Internal Evaluation'.
- Department wise and Semester-wise WhatsApp groups are there to keep students informed of all activities. Digital study materials, IEC materials etc. are also regularly shared.
- Students are highly encouraged to use the Central Library which is equipped with high speed internet connectivity and boasts of a large number of books.
- Every year the institution takes annual subscription of INFLIBNET N-LIST for the use of students and staff.
- The college has robust a feedback system in place through which feedbacks are collected from its stakeholders, and analysed and action taken reports are also made.
- The institution highly encourages its teaching and non-teaching staff members to participate in conferences, seminars and workshops, Orientation Programmes, Faculty Induction Programmes, Refresher Courses, Faculty Development Programmes etc.
- 10 of the total number of faculty members are currently pursuing Ph.D. in different renowned universities.
- Books, Edited book volumes, seminar proceedings etc. are published by the faculty members of this institutions.

Teaching-learning and Evaluation

- Saltora Netaji Centenary College since its inception has welcomed learners with diversified background reflecting 'Unity in Diversity'. Though, the number of Scheduled Tribe, Scheduled Caste and girls are usually higher.
- The college has a robust system of merit based, highly transparent and completely online admission process in the college.
- In the beginning of each and every academic session, Orientation & Induction Program are held to gradually initiate the new students.
- The course outcomes of each and every department are displayed in the official college website.
- Remedial classes are organized beyond the official college hours especially for slow learners and providing them with all the necessary help and guidance for overcoming their problems.
- The institution has a functioning mentor-mentee system in place and regular meetings are held on it.
- Each and every department of the college regularly organises state, national and international level seminars and workshops in the campus. Besides, quiz, debate, students seminar, wall magazine publications etc. are conducted on a regular basis.

- The institution has a very active Cultural Committee under whose supervision different types of cultural events are conducted throughout the year involving students and staffs. The Sports Committee of the institution plays a crucial role in creating a conducive sports culture through conducting regular sports events and participating in sports organized by other institution.
- The faculty members using the existing ICT infrastructure teach the students in order to improve concentration and comprehension as it helps them to assimilate concepts more quickly, enhancing learning. Links of different e-resource has been uploaded in the website along with a large number of study materials. The college also has an active INFLIBNET N-LIST subscription.
- Field work, excursion, study tour, leadership camp, rock climbing training etc. outdoor activities are regularly conducted by the various departments of this institution.
- The college conducts the internal assessment examinations as directed by the university. But other than that, test examinations are also regularly conducted for our students.

Research, Innovations and Extension

- Saltora Netaji Centenary College actively encourages and motivate its faculty members to do research work through its 'Research Cell'. The Coordinator of the cell along with the IQAC coordinator always encourage the teaching staff to publish quality research papers in UGC CARE listed journals, edited volume or author books as sole author or jointly. Collaboration and multi-disciplinary in research work is encouraged.
- Faculty members are highly encouraged to participate in state, national and international level seminar/conference/workshop and take memberships of professional bodies. Financial assistance is provided to them from college fund as a token of encouragement and appreciation.
- Each and every department of the institution are encouraged to conduct seminar/conference/workshop etc. throughout the year. Fund is provided for the same purpose but all are encouraged to apply different research organizations such as ICSSR, ICPR etc.
- Faculty members are encouraged to apply for Major/Minor Research Projects at organizations like ICSSR, UGC etc.
- Fieldwork, excursion, seminar on research methodology, on specific skill sets, etc. are conducted for creation and transfer of knowledge. Seminars on entrepreneurships have also been conducted. Through all these, efforts have been made to create an ecosystem for innovations to some extents.
- Regular Career Counselling session is held by the Training, Placement and Awareness Cell of the college in order to promote employment awareness among the students.
- Currently there are three active NSS units in the institution which regularly organizes awareness programmes, extension and welfare activities throughout the year and dedicated to the overall development of the different stakeholders of the college as well as the surrounding inhabitants.
- Several functional MoUs and linkages have been formed with other institutions, government and non-government organizations on faculty exchange, student exchange, collaborative research, internship, extension/outreach activities etc.

To conclude, within the limited scope and financial constraints, the college tries its best to promote research and extension activities amongst the teachers and students and other stakeholders.

Infrastructure and Learning Resources

- Within very limited financial resources, the institution tries its best to run its 9 departments as smoothly

as possible. In each department, there is one room which has been equipped with LCD projector, Projector Screen, Computers and high speed broadband internet connections.

- There are one indoor conference hall and one outdoor open auditorium for cultural events, one Yoga Centre, One Sick Room. The Physical Education Department has a gymnasium adjacent to their building.
- The administrative office is running smoothly on ERP software, the financial matters are being handled through WBIFMS and the central library on the other hand operates on LMS. The college has subscription of INFLIBNET N-LIST which facilitates the students and teachers alike to have innumerable useful study materials.
- The college has a central library as well as departmental library with more than 25,000 books in total. There is a small reading room equipped with 6 computers with high speed internet connection, online book catalogue and book browsing facility.
- There are separate common rooms for boys and girls. The girls common room is equipped with attached toilet, sanitary napkin vending machine, napkin incinerator, drinking water, first Aid Box etc.
- Basic amenities such as water purifiers, clean toilets, wash basins etc. with uninterrupted power supply are provided by the college.
- The college has rooftop solar panels with electric generation power of 6 kW. The whole administrative building is currently running on solar power.
- There is a huge well-kept playground for conducting different types of sports. Apart from that, there are cycle stand, rain-water harvesting facility, vermin-composts infrastructure, a Tribal Girls' Hostel, Students' Council room, Aquaculture space, herbal garden, Canteen etc. in the campus.

To conclude, in spite of having certain financial limitations, the college is determined to regularly upgrade its existing infrastructure with plans for betterment in future.

Student Support and Progression

- The institution always encourages students to apply for various kind scholarships from government and non-govt. sources. Besides, the college provides full or half concessions on college fees to the needy students. The institution also spread awareness on different scholarships, government credit card scheme on a regular basis.
- Several Add-on/certificate courses have been introduced and successfully conducted by the college in the last five years. It is safe to say that through these courses the students have learnt a lot about capacity building, personality development, soft skill enhancement processes, interpersonal skills, communication skills, social skills etc.
- The institution provides e-Prospectus to the students before the starts of every session to give them a general idea about the various aspects of the college. In addition, the college website (<http://www.saltoranccollege.org/>) is regularly updated wherein anyone can access all the relevant information. Apart from the website, the college circulates its notices and photographs of various events in its official facebook page (<https://www.facebook.com/saltoranccollege/>).
- Through its active Grievance and Redressal Cell, the institution tries to resolve its student's complaints regarding any issues. The college upholds an absolutely no-tolerance policy for sexual harassment, ragging and any other discrimination.
- There are three NSS Units in the college which very actively conducts various extension, outreach and welfare programmes throughout the year which also enable them to build a strong character and positive attitude.
- The Training and Placement Cell of the college regularly holds various seminars, workshops and

counselling sessions on career opportunities for students.

- The college has a dynamic and efficient feedback system for retrospection and future development through which regular feedbacks from different stakeholders are taken and action taken reports are also written.
- Through its very active Cultural Committee, the college organises regular cultural event with an Annual Social event entitled '*Sangbandhan*' which is most sought after.
- All the departments publish their respective wall magazines each year and the college publishes its annual magazine entitled '*Subhasito*' every year.
- In order to encourage the students, the institution has introduced Medal/Prize/Award for the having the highest marks in the college as well as in the respective department.

Governance, Leadership and Management

- The Governing Body (GB) serves as the highest authority of the institution spearheaded by the President (selected by the Department of Higher Education, Government of West Bengal) and Principal. Representatives of teaching and non-teaching staff, students' representative and a few external members (selected by the affiliating Bankura University and the Government of West Bengal) acts as member of the G.B.
- The honourable Principal serves as the Secretary of the Governing body. All the major decisions are collectively taken by the G.B. only after consulting all of its members and the IQAC Coordinator and other sub-committees of the college.
- All the notices, agenda and resolutions are carefully and meticulously recorded. The college prefers to maintain a system of decentralized management and therefore an active involvement of all the committees, cells, unions are highly encouraged.
- The college tries it best to support its stakeholders in various aspects, including the provision of advance payment for newly appointed teachers until their salary related pay fixation is finalized by the government. Besides, nominal financial assistance are given to encourage them to attend seminars or taking up membership of professional bodies. Teachers are also encouraged to take the advantage of health insurance facilities provided by the government. The college takes sincere care for the Career Advancement Scheme of its teaching and non-teaching staff. Staffs are encouraged to participate in various faculty development programmes, professional development programs etc.
- The college conducts its internal audit regularly in order to maintain transparency in the financial matters. External audit is also done as and whenever the Government of West Bengal appoints their auditors for the institution.
- The Internal Quality Assurance Cell (IQAC) endeavours to improve the quality of the institution and plays a crucial role regarding matters related to teaching, research and other academic as well as non-academic activities.
- The Alumni Association which is government registered under W.B. Society Registration Act plays a supportive role for the development of the college.

Institutional Values and Best Practices

- Saltora Netaji Centenary College is seriously committed towards higher education excellence and all the stakeholders continually work together for this mission.
- The college highly encourage its girl students to excel in every way and help at its level best to provide a conducive, safe and lively environment. The institution through its Internal Complaint Committee,

Hygiene & Sanitation Cell, Womens' Cell etc. tries to promote gender equity sincerely. These committees and cells regularly arranges seminar/webinar, sensitization camps and other co-curricular activities throughout the year on gender right, women empowerment & crisis etc.

- The institution has rooftop solar panels with a capacity of 6kW and has taken few initiatives for energy conservation measures within limited financial resources.
- The institution has installed several dustbins of various kinds and built pits for the same purpose. The college manages its degradable and non-biodegradable wastes through the nearby Salma Gram Panchayat. All the e-Wastes are collected in a bin and once a considerable amount is collected, the college authority sends it to a Kolkata based NGO named Hulladesk for recycling. The campus is a plastic free zone and cleanliness drives are organized through its NSS units throughout the year.
- The institution has three rain water harvesting tanks. These waters are being used in our existing herbal garden, vermi-compost and toilets.
- Saltora Netaji Centenary College is known for its excellence and dedicated efforts for making sports activities popular among the students. The college has taken initiatives for the **“Development of a Conducive Sports Culture”** as a best practice to inspire, encourage and empower our students towards sports.
- The institution has started an initiative entitled **‘Ritu-Sathi’** under which sanitary napkins are provided free of cost to the local women of the adopted villages. Under this initiative, awareness is spread regularly on the myths and taboos on menstruation to the adolescent girls and women of the villages.
- There is a provision for biometric attendance in the office in order to keep track of attendance of the staff.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SALTORA NETAJI CENTENARY COLLEGE
Address	Vill.- Saltora, P.O.- Saltora, P.S.- Saltora
City	Bankura
State	West Bengal
Pin	722158
Website	www.saltorancollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Kishore Kumar Biswal	03241-273050	8967911896	-	sncc214@gmail.com
IQAC / CIQA coordinator	Tushar Mandal	-	9933501802	-	iqacsnc2022@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
West Bengal	Bankura University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	02-02-2007	View Document
12B of UGC	02-02-2007	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Vill.- Saltora, P.O.- Saltora, P.S.- Saltora	Rural	8.373165	4745

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali, Honours	48	Higher Secondary	Bengali	254	148
UG	BA,English, Honours	48	Higher Secondary	English,Bengali	125	54
UG	BA,Political Science,Honours	48	Higher Secondary	English,Bengali	80	31
UG	BA,Philosophy,Honours	48	Higher Secondary	English,Bengali	200	95
UG	BA,History, Honours	48	Higher Secondary	English,Bengali	150	65
UG	BA,Geography,Honours	48	Higher Secondary	English,Bengali	40	14
UG	BA,Sanskrit, Honours	48	Higher Secondary	English,Bengali	150	58
UG	BA,Santali,Honours	48	Higher Secondary	English,Bengali	100	28
UG	BA,Physical Education And Sports,Honours	48	Higher Secondary	English,Bengali	125	63

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				12			
Recruited	1	0	0	1	0	0	0	0	9	3	0	12
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				11
Recruited	4	0	0	4
Yet to Recruit				7
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	1	0	0	5	0	0	7
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	1	0	27	5	0	33
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	293	0	0	0	293
	Female	674	0	0	0	674
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	65	75	53	54
	Female	72	85	55	83
	Others	0	0	0	0
ST	Male	71	56	50	50
	Female	82	92	61	66
	Others	0	0	0	0
OBC	Male	97	71	69	65
	Female	98	123	97	77
	Others	0	0	0	0
General	Male	79	87	50	58
	Female	71	90	92	108
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		635	679	527	561

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Under the affiliation from Bankura University, Saltora Netaji Centenary College has already adopted and implemented the NEP-2020. The Multi-disciplinary curriculum of the NEP-2020 & UGC-
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	<p>CCFUP-2020 based CBCS syllabus has allowed the students to choose from a wide range of subjects, enabling them to have multiple career prospects. Besides the learners can have a wide ranges of knowledge through this. The affiliating Bankura University also has redesigned its academic programme in order to incorporate new elective courses from multidisciplinary as well as interdisciplinary domains. Major and minor courses are being taught in different subjects w.e.f. 2023-24 session.</p>
2. Academic bank of credits (ABC):	<p>A large number of students have already completed the registration (from session 2023-24 onwards) in the Academic Bank of Credits (ABC) which will digitally store the academic credits earned by the students from multiple courses which will enable them to forward the previously earned academic credits if and whenever the student restart the program. It keeps a systemic and digital record of a student's progression.</p>
3. Skill development:	<p>Saltora Netaji Centenary College has incorporated several Skill Enhancement Courses (SEC) into its curriculum under the affiliation of Bankura University. Besides, it the college has introduced and successfully completed several add-on or certificate courses of various time durations. Besides, lots of seminars, workshops, field trips, student leadership programme, extension activities etc. have regularly been organized for the students so that they can develop their skill constantly.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>Saltora Netaji Centenary College proudly promotes the indigenous culture of Jangalmahal region of West Bengal saturated with the age-old, rich and very colourful folk & tribal culture. This folk cultural tradition and tribal attributes are the highlight of our various activities and are integral to the curriculum too. Seminars and workshops are conducted in multilingual modes to encourage the students to participate in academic exchanges. Excursions and study tours are also encouraged to historical places in order to promote the great cultural heritage of our country. Most of the subjects are taught in bi-lingual mode in the class i.e. both Bengali and English, and students submit answer papers and project papers in both languages. Indigenous languages like Sanskrit, Bengali and Santali are taught as Honours and</p>

	Programme courses in our institution.
5. Focus on Outcome based education (OBE):	The institution follows multiple approaches for an effective outcome based teaching- learning process involving field trips, seminars, workshops, practical and project based learning, continuous internal assessment, students seminar, creative learning, quiz, teaching by the senior students etc. Programme outcome/course outcome are displayed in the college website and outcome are assessed regularly. The Newly introduced NEP curriculum along with the older CBCS pattern are being followed which incorporates various skill-oriented components making the students more employable. In each Major/Minor/Honours/Programs course, a student has to complete a number of Skill Enhancement Course (SEC) papers.
6. Distance education/online education:	During the Covid-19 pandemic, Saltora Netaji Centenary College competently continued teaching learning process through online mode using platforms like Google meet, Zoom, WhatsApp etc. High speed broadband internet infrastructure has been installed in the college premises so that academic as well as administrative works can be performed efficiently. The college in its website has uploaded a large number of study materials for the students to remotely access the same. Besides, large number of study materials also has been provided to the students through the WhatsApp groups created for each course of studies.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	There is functioning Electoral Literacy Club (ELC) in the college consisting of a coordinator, several members (both male and female faculty members) and a student coordinator. Till date, several awareness programmes and new voter registration campaigns have been conducted in the campus. Resource persons from the Election Office of the District Administration visit our institution to sensitize the students on these matters. Almost all of our students above the age of 18 years are voters. National Voters Day is also celebrated by the club wherein experts (usually faculty members from
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	Department of Political Science) on voter's rights are explained to the participants. So far 3 events have been organized the ELC.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	a) Yes, Student's Coordinator has been appointed. b) Yes, Teacher's Coordinator has been appointed. c) Yes, The ELC is functional. d) Yes, The ELC is representative in nature.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	a) Several SVEEP Programmes conducted. b) Several Awareness Programmes on Voting Rights have been conducted.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Several Awareness Drives on voting right, voting process etc. has been organized.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Through the ELC and NSS units of the institution, students over 18 years of age has been encouraged to cast their first vote. Slogans like "Mera Pehla Vote Desh KE Liye" has been used.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1397	1349	1068	1092	1049

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 42

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
41	42	41	10	10

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
30.757	22.545	23.428	57.337	71.719

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Saltora Netaji Centenary College **adheres to Bankura University** (a state university of West Bengal) prescribed CBCS curriculum in which each student enjoys the flexibility of choosing their subject from a list of Core Courses (CC) and Generic Elective (GE) Courses along with Skill Enhancement Courses (SEC), Discipline Specific Elective courses (DSE) and Ability Enhancement Compulsory Courses (AECC). The **Academic Calendar** is prepared each year by the Academic Council in the beginning of a new session after holding a meeting with the Heads of each department. All the classes are conducted as per the schedule of the master routine which is carefully crafted by the Routine Committee of the institution at the beginning of each Semester. All the faculty members are highly encouraged to take their classes using the existing ICT facilities such as computers, projectors and other devices provided by the institution. The institution has set up high speed broadband connections which are accessible in the classrooms using which the entire teaching-learning process has been made dynamic, interactive and efficient.

Departments like Geography, Bengali, Physical Education etc. regularly conduct field trips and surveys as part of their curriculum and also as an auxiliary initiatives. Internal assessments, as per the instruction from Bankura University, are conducted with due diligence. After consultation, the Academic Council and the Examination Cell takes measure to chalk out a plan to smoothly conduct the examination process. The Routine Committee frames the routine for the same.

For the betterment of the students, the evaluated answer scripts are shared with them to discuss how to make the answers better in future attempts. Department wise thorough discussion takes place. If any student has any grievance regarding their marks, it is resolved in an amicable manner.

Needless to say, regular departmental meetings are conducted to ensure effective curriculum planning and delivery, completion of syllabus, conduction of Internal Assessment and its evaluation process including the upload of the marks in university portals. Students' attendance registers are duly maintained by each department and are diligently monitored by the same.

During the COVID-19 pandemic, our institution has played a proactive role in ensuring the continuity of classes through the online mode using different web based platform e.g. Google Meet and Google Classroom and sometimes call conference facilities as internet network are not strong in the surrounding area of the college. Department wise and Semester-wise WhatsApp groups were opened for students to keep them informed of all activities. Digital study materials, IEC materials etc. were regularly shared with them to ease them into the new method of learning which was alien to most of us.

Students are highly encouraged to use the Central Library which is equipped with high internet connectivity and boasts of a large number of books (approximately 24,000 books) pertaining to the CBCS curriculum. The institution takes an annual subscription of INFLIBNET N-LIST for the use of students and staff.

File Description	Document
Upload Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 28

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 53.38

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1118	566	82	596	817

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Saltora Netaji Centenary College gives special effort to integrate and inculcate of various important cross-cutting issues like humane values, gender sensitization, ecological awareness and environment sustainability within the different stakeholders of the institution through the curriculum, extracurricular activities and extension programmes. Being an affiliated institution, the college does not have scope of formulating the curriculum. However the affiliating Bankura University prescribed syllabi of various subjects taught in our college competently integrates the crosscutting issues mentioned here.

Gender: Gender issues are diligently understood, addressed and taught to the students of 3 year honours and Programme students of Philosophy, English and Political Science. As most of our students are girl, we give gender issues priority in academic and extra-academic affairs. English and Philosophy courses includes studies on Feminism, Women Empowerment, Women's Writing, Human Rights etc. whereas Political Science and History include Women's Studies, Gender and Education in India etc.

Human Values: Basic human values refer to those basic inherent values which are at the core of being human. This includes truth, peace, honesty, loyalty, love etc. which bring out the fundamental goodness of human beings and society at large. The college tries to instil these in its students from day one. Apart from the concepts of humanism which may be found in the CBCS curriculum, human values are instilled into the students by various extension and social programmes undertaken by the college on a regular basis.

Environment and Sustainability:

Bankura University's CBCS syllabus has incorporated Environmental Studies as an Ability Enhancement Compulsory Courses (AECC) for all undergraduate programmes. So, all students of this college compulsorily study various crosscutting relevant issues related to environment and sustainability. In this AECC course, environmental issues like natural resources management, energy management, biodiversity, climate, sustainability, population studies, pollution and waste management, environment management etc. has been incorporated. Apart from that, programmes such as B.Sc. in Geography also considerably address various environment and sustainability related issues.

For developing a green campus as well as to spread awareness on environmental issues, different programmes are conducted in and around the campus. Renewable energy usage, Energy conservation, promotion of the use of bio-degradable products, e-waste management practices, etc. are practiced in the college. For this purpose, Green Audit and Energy Audits are conducted regularly along with the ISO Certification.

File Description	Document
Upload Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 40.87

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 571

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: C. Feedback collected and analysed

File Description	Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 59.9

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
635	679	527	561	542

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1053	1003	953	953	953

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 46.91

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
190	235	164	249	194

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
472	450	426	426	426

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 34.07

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The application of student-centric methodology is an important characteristic of the CBCS system integrates experiential learning, participative learning and problem solving methodologies. Field Works, Study Tours, Leadership training camps, rock climbing course etc. are regularly conducted by the various departments of the institution. Departments such as Geography, Physical Education etc. regularly take these methods up as a part of its curriculum whereas other departments including Bengali, English, History, Sanskrit, Philosophy etc. participates in study tours. The Students of the Department of Political

Science regularly participates in Youth Parliament, Mock Parliament programmes too. In many departments, senior students are given the opportunity of teaching junior peers under the supervision of the faculty members. Seminar/conference, workshops, students' seminar, quiz, debate, creative writing, wall magazine publication, extension/outreach programme etc. are done on a regular basis. Motivational, humanistic, Patriotic, geographical, environment related and classical/literary films are screened for the students. It is noteworthy to mention that during the COVID-19 pandemic period, the college tried its best to adopt the online methods of teaching-learning process in order to keep it uninterrupted.

The teacher is an integral part of any teaching-learning process although at present students have a larger role to play in this process. The faculty members of this institution use the existing ICT infrastructures including computers, LCD projectors, high-speed internet connection etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
41	42	41	10	10

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 41.67

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
18	15	12	7	8

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document

2.5 Evaluation Process and Reforms**2.5.1**

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The system of continuous evaluation is an inherent component of the CBCS system which has been implemented from 2018-19. Following that, the continuous evaluation assessment system of the college has become more organized and efficient. The college currently has a well-planned system of continuous internal evaluation. Internal assessment examination is held regularly as prescribed by the affiliating Bankura University through its CBCS curriculum. At the end of each semester, the University conducts end-semester examination.

Apart from the aforementioned Internal Assessment Examination, the institution regularly conducts a number of class tests, quiz, assignments, debate, creative writing session, students' seminar, viva voce etc. throughout the year. The internal assessments are conducted **centrally** through the Examination Committee of the institution and are compulsory for all students in every semester and the students. Notably, for online internal examinations during the COVID-19 pandemic, the students were given the opportunity to submit their scripts online. The institution is proud to convey that this internal assessment system of the college is quite transparent and robust. It is conveyed to the students through the orientation programmes. A comprehensive academic calendar is supplied to the students at the commencement of every session which contains the probable dates of the class tests and internal assessment examination.

Generally, if any student has any grievance regarding internal examinations, he/she may submit his/her complaint to the head of the concerned department but if it can not be resolved there, the honourable Principal intervenes, who calls upon the Convenor of the Examination Committee to take further steps.

The college has an active Grievance Redressal Committee with a well-planned mechanism. It has taken the following initiatives in the best interest of the students:

1. A complaint and suggestion box has been installed in the college campus.
2. The complaint and suggestion box is regularly emptied out and it is under CCTV surveillance.
3. The teaching and non-teaching staff are compassionate towards the students' grievance and tries their level best to resolve the issues, if any.
4. All the stakeholders of this institution are advised to follow the institutional Code of Conduct which is displayed on the college's official website.
5. In case of any grievance related to university examination, the scope of the college to deal with it is limited; the college however extends its full support to the applicant by making all the necessary information available regarding review and RTI.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The college efficiently communicates the POs and COs to the students. The programme specific outcomes and course outcomes drafted by our teachers in an organized manner. The POs and COs of all the departments have been displayed on the website so that the students can easily access it. In the beginning of each academic session and semester, the outcomes are explained to the students through orientation programmes by the respective faculty members. Each department of the college prepares teaching plans for effectively attaining the COs and POs while exploring different teaching methodologies to attain them.

The college has a multi-pronged well-functioning mechanism for measuring attainment of POs and COs. Apart from the regular evaluation method including class tests, internal assessment examinations and end semester university examination, several other methods are also employed by the teachers including viva voce, group discussion, students seminar etc. The Academic Committee conducts meetings where the departmental Heads discuss the level of attainment of POs and COs. There is a mechanism in place through which feedback from the students regarding the attainment of the POs and Cos are taken through

viva voce.

The pass percentage scenario over a period of few years is one of the basic indicators of the attainment of the Programme Outcomes and Course Outcomes. Other important indicators includes the performance of the students in Continuous Internal Evaluations and end semester examinations, entrance examinations for getting into post-graduation programmes and different competitive examinations.

Apart from the aforementioned methods of learning the attainments of POs and COs, the institution follows another one wherein few students of the final semester are selected by random sampling from each department and through a viva voce examination taken by the teachers, attainments are understood and documented. Four grades i.e. A= Excellent, B=Good, C=Satisfactory, and D=Poor

From the application of the aforementioned methodology, it is being inferred that out of the total respondents (students of Semester-II, IV & VI), **71.93%** students have attained the Programme Outcome/Course Outcome at an '**Excellent**' level and the rest of them have showcased an attainment level of '**Good**'.

At the end of semester VI when results are published, a thorough result analysis is done department-wise and also centrally by the IQAC to evaluate the pass percentage. It helps to understand the academic progress and attainment of the COs and POs by the students to a considerable extent.

Year	Number of students appeared in the final year examination	Number of students passed in final year examination	Percentage
2019	207	146	70.53%
2020	181	176	97.24%
2021	287	287	100%
2022	295	295	100%
2023	316	195	61.70%
2018-19 session to 2022-23 session	1286	1099	Last five year average: 85.46%

As evident from the results of the last five academic session, an average **85.89%** of the students have passed out with high CGPA, which implies that the students have learnt efficiently. According to our evaluation, the different departments have tried its level best to help its students to have substantial attainment of the COs and POs.

File Description	Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words**Response:**

The college has a multi-pronged well-functioning mechanism for measuring attainment of POs and COs. Apart from the regular evaluation method including class tests, internal assessment examinations and end semester university examination, several other methods are also employed by the teachers including mock interview, group discussion, students seminar etc. The Academic Committee conducts meetings where the departmental Heads discuss the level of attainment of POs and COs. There is a mechanism in place through which feedback from the students regarding the attainment of the POs and Cos are taken through viva voce.

The pass percentage scenario over a period of few years is one of the basic indicators of the attainment of the Programme Outcomes and Course Outcomes. Other important indicators includes the performance of the students in Internal Assessment and end semester examinations, entrance examinations for getting into post-graduation programmes and different state/central governmental competitive. The institution tries its best to keep a record of such performances.

Apart from the aforementioned methods of learning the attainments of POs and COs, the institution follows another one wherein few students of the final semester are selected by random sampling from each department and through a viva voce examination taken by the teachers, attainments are understood and documented. Four grades i.e. A= Excellent, B=Good, C=Satisfactory, and D=Poor

From the necessary calculations on the data of the viva-voce grade sheet, it has become clear that highest level of attainment has been seen in case of Department of History followed by Philosophy and Geography. The whole picture is clearly seen in the below graphical representation.

From the application of the aforementioned methodology, it is being inferred that out of the total respondents (students of Semester-II, IV & VI), **71.93%** students have attained the Programme Outcome/Course Outcome at an '**Excellent**' level and the rest of them have showcased an attainment level of '**Good**'.

File Description	Document
Upload Additional information	View Document

2.6.3**Pass percentage of Students during last five years (excluding backlog students)**

Response: 85.46

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
195	295	287	176	146

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
316	295	287	181	207

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.91

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 1.55

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	1.55

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

As Saltora Netaji Centenary College is predominantly a humanities and social science based rural college without Science or Commerce streams, there is limited scope for laboratory-based learning. Despite of having several limitations, it has tried to develop an ecosystem for innovations and has taken certain initiatives for creation and transfer of knowledge among the teachers, students and other stakeholders. The institute appreciates and encourages research activities. The IQAC coordinator, Convenor as well as members of the existing Research Cell and the honourable Principal promote research and higher education amongst the teachers and students. The faculty members of all the departments are always encouraged to involve themselves into quality research activities including publication of research papers in UGC-CARE listed Journals, publication of book, edited volume, book chapters with ISBN, attending seminar/conference/workshop etc. as well as taking the opportunity of becoming a Ph.D. supervisor. It is noteworthy to mention that the college within its financial limitations provides financial assistance to its faculty members for attending seminar/conferences.

The college has a functioning Research Cell which gives its best effort to encourage and also keep a track of the progress of research activities in the college. Faculty members who are pursuing Ph.D. are provided with consultation, leaves and other form of support. In the last five years, two of our faculty members have earned doctorate degree while several others have registered themselves in Ph.D. programme in various universities. The faculty members who is awarded with or even gets registers in the doctorate degree are felicitated by the college authority for spreading encouragement. A few of our faculty members even act as Research Supervisors. Others are encouraged to apply for the same.

The college also encourages peer teaching for practicing participative learning and make a habit of creation and transfer of knowledge. The CBCS curriculum of Bankura University effectively prescribes project works for various courses of different subjects which promotes independent thinking and research aptitude.

The college always promotes creative talent among the students. Through the annual college magazine entitled 'Subhashito', departmental wall magazine publication, students seminar and different types of other academic and extra-curricular activities, efforts are being made to create and transfer of knowledge.

The annual performance based appraisal system (PBAS) regarding the Career Advancement Scheme (CAS) motivates its faculty members to do quality research. They are encouraged to participate in professional development programmes, conferences, seminars and workshops and also to organize the same. The college has purchased subscription to the INFLIBNET N-LIST which contains large number of open access study resources. The college's Central Library runs on LMS which also enables creation and transfer of knowledge.

File Description	Document
Upload Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 32

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
19	4	2	2	5

File Description	Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.67

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
3	5	14	3	3

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.05

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
15	07	16	2	4

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The college is situated at a remote location in the undulating terrain of Jangalmahal of Bankura district which is known to be an economically backward area. The college acknowledges the struggles of the local inhabitants including the students and respect their individual background. Since inception, the college has continuously been trying to motivate its students to engage themselves in various extension activities which are considered as essential to become a good and responsible citizen. The college has three very active National Service Scheme (NSS) units which have been carrying out different types of extension/outreach activities in the neighbourhood community i.e. the three adopted villages of the institution namely Saltora College Para, Bamnisala and Natundihi. The institution is diligently committed towards the betterment of the society. The NSS volunteers along with the Programme Officers works very sincerely, actively and of course regularly. This is evident from the reports given below. Collaborations with various government and non-government organizations e.g. Saltora Gram Panchayat, Saltora Panchayat Samiti, Saltora Police Station, Saltora Forest Range Office etc. are frequently done in this regard. MoUs have been signed with many of these organizations in order to keep doing the extension activities more efficiently and systematically. The college has tried its best to instil a sense of community service and kindness among the students. Among the several number of extension activities conducted throughout the year, notable are: Awareness campaign on HIV/AIDS, Thalassemia, Anti-Smoking, Menstrual Hygiene, Dengue prevention, Yoga practice, Humanitarianism etc. In this context, the NSS constitutes one of the most important pillars of this institution.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Saltora Netaji Centenary College tries its best to put its impression on the society through different types of constructive, extension, eco-friendly and sustainable activities. These activities in the past years have been awarded, appreciated and recognized by many organizations. In the last five years, the college has received **two awards** for the such extension activities. The first one is from **Saltora Gram Panchayat, Saltora, Bankura, W.B. on 15.08.2022** for conducting regular extension/outreach activities in the surrounding Villages through its NSS Units in the year 2022-23. The second one is from **Saltora Forest Ranger Office, Saltora, Bankura, W.B. on 05.06.2023** for its contribution towards the environmental promotion and sustainability activities in and around Saltora in the year 2023.

File Description	Document
Upload Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 49

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
29	10	0	3	7

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 0

File Description	Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Despite of having serious financial constraint, the institution has tried its best to provide adequate number of class rooms, Smartclass, laboratories, computers, audio visual aids for the students. At present, we do have the following infrastructure:

- The total area of the college campus is approximately 34,000 sq. mt.
- There are **20 class rooms** and **03 laboratory room** (Computer Centre, GIS and Cartography Laboratory and Physical Education & Sports Laboratory). Among the total number of class rooms, **12** of these may be considered as **Smart Classrooms** which are equipped with modern ICT tools such as **75” Interactive Multi-touch Android Smart-screen**, LCD Projector, Projector screen, High speed (100 mbps) broadband internet connection etc.
- There is an Administrative Building containing **9 rooms**. Separate rooms for the Principal and IQAC have been allotted. One room has jointly been allotted to **Examination cell & Burser**. There is a **Record Room** too.
- There are separate **Common Rooms** for Boys and Girls.
- There is a **canteen** wherein cheap but hygienic food are served.
- There is a **Computer Centre** with 30 desktop computers **donated by B. C. Roy Engineering College** in the year 2023.
- The Department of Physical Education is situated in a separate building containing a **smart class cum Laboratory** and a **Gym Room**. There is **Yoga Room and Sick room** too.
- At present there are **two Auditoriums** for cultural programmes and other events. One is equipped with modern ICT facilities such as **75” Interactive Android Smart-screen**, Digital Ahuja Lectern, high speed Internet connection, and good sound systems. The other auditorium is open with tin-sheet roof and a beautiful and delicate terracotta tiles decorated Stage.
- There is a **Central Library** which is partially computerized and well-equipped. It contains 23,320 books (As of 18.02.2024) books. New books are being added continuously as per requirement. There is a study room with **6 desktop computers** in which students can access **OERs, N-LIST, library book catalogues, NDLI resources** etc. Apart from text and reference book, magazine, research journals, employment news etc. are also kept in the library. Apart from the central library, there are **Departmental Libraries** too in each department.
- In the Girls Common room, there are adequate facilities including **sanitary napkin vending machine and napkin incinerator** device.

- There is a big **playground** with boundary wall inside the campus for sports, games, and other extracurricular activities of students and staff.
- There is a **tribal girls' hostel** in the campus which is currently being used as classroom (as per the recommendation of IC, Bankura University; vide letter no. IC/BKU/VISIT/2022/07 DT 17.08.2022) as no tribal girls have shown interest to stay there.
- There is a **cycle stands** and a **Vermi-compost** infrastructure in the campus.
- The Institution offers **disabled-friendly environment** with multiple **ramps** at various places like academic building, administrative building, toilet etc. Few **Wheel chairs, crutches** etc. are kept in the college.
- There are **rooftop solar panels** with electricity generator capacity of 6 kW.
- There is a well-functioning **rainwater harvesting facility** with 3 water tanks with a total capacity of 29,000 litres approximately.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 18.09

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0.62	0.42	2.30	25.28	8.61

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Central Library of Saltora Netaji Centenary College is automated with a robust Library Management System. Currently CAMS 3.0 software is being used. Through this effective and dynamic software, the central library provides various services and facilities like student and staff membership entry, book database entry, book issue and return, books barcode printing, stock checking, viewing of the reports of book issue, etc. Even student data can be accessed through this software. All other relevant library data is available through the software. All the relevant information regarding the Central Library of this college may be found in the official college website (<http://www.saltoranccollege.org/>).

The college library has subscribed to various e-resources including INFLIBNET N-LIST in which various websites services like Shodhganga, e-ShodhSindhu etc. are also included. Besides, students are encouraged to register themselves in different open access e-Resource portals such as DOAB (Directory of Open Access Books), Bengali Library Website etc. A comprehensive list of open access e-Resources are uploaded in the college website. The college is also planning to register itself in the National Digital Library (NDL).

Despite of having many limitations, the college authority take special care to update and upgrade the library each and every year. The students as well as teachers are always motivated to use the college library. A Study Room has been provided for staff and students wherein there are 7 computers with high speed broadband internet connection. Anyone can access online catalogue of the existing books or surf internet for e-Resources. A water-purifier has also been installed within the library for the users.

Currently, there is no permanent full-time Librarian (there is a sanctioned post which has never been filled yet as because no candidate from the WBCSC's panel has chosen to join the post). An office staff (Library-in-Charge), a State Aided College Teacher (additional responsibility) and few other Casual Staff are acting as library personnel.

It is noteworthy to mention that a One Day Workshop on "Quality Enhancement in College Library" has been organized on **16.09.2023** by the IQAC and Library Committee of the college to educate both staff and students regarding the various library services and a thorough discussion on the different ways to enhance the quality of the library were also took place.

Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year-wise during last five years (INR in Lakhs)

2022-23: 3.061 L

2021-22: 0.034 L
 2020-21: 0.0300 L
 2019-20: 1.02776 L
 2018-19: 2.7817 L

Per day usage of library:

2022-23: 16.72%
 2021-22: 12.55%
 2020-21: 0%
 2019-20: 18.64%
 2018-19: 21.64%

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure**4.3.1**

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Saltora Netaji Centenary College has adequate ICT facilities that are frequently updated in the following manner:

- There are **40 Desktops Computers** in total for the use of the students in the college. For the teachers and office staff, there are **15 desktop computers** and **7 Laptops** for which are updated as and whenever required.
- There are **12 smart-rooms** for nine departments equipped with **75” Interactive Multi-touch Android Smart-screen**, LCD Projector, Projector Screen and High-Speed Broadband Internet

connection (100 mbps).

- The institution has a Wi-Fi enabled campus with 4 access points which provides free high-speed internet to the students (100 mbps).
- The Central Library of the college uses **CAMS 3.0 software** which enables fast and efficient book issue, return, bar code printing etc. Besides the college uploads Notice, event news, photograph, video, e-Resource, university question link, PowerPoint presentations, etc. in the official college website.
- The Department of Geography uses Q-GIS Software which is a specialized open source Geographic Information System Software.
- The admission process of the college is completely online thus transparent.
- There is provision to accept online feedback from different stakeholders through the institution's college website.
- Software like Tally ERP is used for convenient and speedy work in the College office.
- The college website is regularly maintained, updated and upgraded.
- The college library is enriched with e-resources such as NLIST, Shodhganga, NDLI Resource, Shodhsindhu etc.
- The entire campus is under CCTV surveillance to enhance security.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 34.93

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 40

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 8.17

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
3.07	3.07	5.10	4.68	0.89

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 84.15

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
875	1266	891	988	991

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: B. 3 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 33.99

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
551	541	0	377	555

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 14.29

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
66	38	16	17	20

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
195	295	287	176	146

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 8.49

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
27	13	1	6	33

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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 last five years

Response: 58

5.3.1.1 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 wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
22	07	0	19	10

File Description**Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 19.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
36	18	04	18	21

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

The institution has an active alumni association named “**Saltora Netaji Centenary College Alumni Association (SNCCAA)**” which has been registered under the West Bengal Societies Registration Act, 1961 (West Bengal act XXVI of 1961) Registration no: S0035957 of 2023-2024), dated 24th May, 2023. The Alumni Association has been formed in the year 2021 to make a common platform to bring back all the passed out students under one roof. It is noteworthy to mention that several of our alumni have excelled in life and holds government and non-government ranks, become entrepreneurs, doing small businesses even became artists. Besides, several alumni members are currently teaching in this college as full time teacher who are serving as the secretary, treasurers and members. the active and dynamic Alumni Association are continuously working towards the welfare of the various stakeholders of this college. Its activities include the organization of different cultural and sports activities, welfare activities, giving feedbacks on different matters etc. Feedback are collected from them on curricular, extra-curricular, overall ambience of the institution etc. Feedback of the same has been analysed and actions have been taken wherever applicable

In case of publishing of college magazines, social & cultural events, the alumni members participate very jovially. Several of the association members are always present in the college campus to help any students out on any matters. During the COVID-19 pandemic, our alumni actively helped the local people by distribution food and masks. Over the years, the association has organized a number of sports events too.

It is therefore clear that though our students passed out of the college after their final semester examination, they actually never break contact with us and love to cordially extend their helping hand to take the legacy of Saltora Netaji Centenary College forward.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The governance and leadership of the institution are in accordance with the vision and mission of the Institution which includes the overall development of the students in a backward area like *Jangalmahal*. The governance of Saltora Netaji Centenary College ensures accountability, impartiality, encourage empowerment and focuses on inclusiveness and transparency. The Governing Body of the college and the IQAC frame various necessary policies related to the vision & mission of the college, regarding the teaching-learning outcome, students' overall development, cultural activities, sports and games, extension/outreach programmes etc.

Through these, the college tries to implement the following:

- To make the college campus and its students technologically sound and updated regularly.
- To turn the learners into law-abiding, disciplined, responsible Eco-citizen.
- To encourage the students to complete the graduation degree with good grade and deep knowledge of the concerned subject.
- To take suitable initiatives to counsel and train the students to be more employable.
- To emphasize the importance of sports, games and the fine arts, both in the curriculum, and in the programmes of the college.
- To reward and appreciate the students and staff when they do well in examinations and extra-curricular activities.
- To make an eco-friendly, plastic free, renewable energy dependent campus with zero pollution and to spread the awareness of it among the students.
- To encourage our students to be sufficiently self-sufficient.

The practices of decentralization and participative management are always followed by the institution since its inception through various statutory and non-statutory committees functioning under the guidance of the Principal and the Governing Body. The IQAC plays a pivotal role in academic and administrative endeavours ever since its inception in the year 2014.

Various activities including outreach/extension activities, sports and games, awareness programmes, Career Council Programmes etc. are regularly conducted by bodies like the IQAC, NSS units, Women Cell, Training, Placement & Awareness Cell etc. for the development of personality and leadership qualities amongst the students. The efficiency of the governance is reflected in case of online admission process every year which is smoothly conducted with transparency by the active participation of the teaching and non-teaching staff.

The Principal/Teacher-in-Charge (who also act as Secretary) and the President of the Governing Body lead the governance and management of the college. The college has a considerable number of statutory committees and sub-committees consisting of teaching and non-teaching staff as well as student members which continuously work for the smooth conduction of various academic and administrative activities. Regular meetings are conducted by the committees and all the decisions are taken carefully after thorough consultation. The college office as well as the Central library uses the various software including ERP, CAMS, iFMS etc. to maintain transparency in all types of administrative and academic activities. All these initiatives have enabled the institution to successfully implement the NEP-2020 (implemented through the affiliating Bankura University) and move towards a sustainable institutional growth.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Saltora Netaji Centenary College has an institutional perspective plan in place and attempts have been made towards the effective deployment of the same. The organogram of Saltora Netaji Centenary College showcases the democratic character of governance. The organizational structure of the College consists of the Governing Body (G.B.), the Principal (or Teacher-in-Charge) cum Secretary, the faculty members, the non-teaching staff and the students.

Governing Body: The Governing Body of the College functions under the able leadership of the President (the nominal head) who discusses all things relating to Academic, finance, infrastructure, faculty recruitment and overall developmental aspects of the institution.

Principal: The Principal is the chief administrator of the college who supervises and manages the overall smooth functioning of the college. The Principal also acts as the Secretary, DDO and ex-officio chairperson of the Teachers' Council. He/She is assisted by the IQAC Coordinator, Head of the Department, the Teachers' Council and the Non-Teaching Staff consisting of the Head Clerk (additional charge), Cashier (additional charge as Accountant) and Office Assistants.

Teachers' Council: The Teachers' Council plays a crucial role in effective planning and implementation of various academic activities including teaching-learning, academic administration, curricular and extracurricular activities etc.

Internal Quality Assurance Cell (IQAC): The Internal Quality Assurance Cell (IQAC) is one of the most important parts of the college which continuously works towards overall quality enhancement and sustenance. The IQAC consisting of a coordinator and several other teaching and administrative staff play always keep an eye on the internal quality of the institution. The IQAC conducts academic and administrative audit through external experts to monitor and ensure quality in the college. Various add-on/certificate, skill-based course and quality events are also conducted by the college under the aegis of IQAC. Besides, the IQAC deals with the Performance Based Appraisal System of CAS of the teaching staff of the institution.

Head of the Department: The Head of the Department continuously work in collaboration with the Principal, IQAC and their respective faculty members to smoothly accomplish all the academic and co-curricular activities of the departments.

Bursar: The Bursar manages all things related to college finance and financial audit (internal & external) of the college beside ensuring effective utilization of available monetary resources.

Librarian: The Central Library is headed by the Librarian-in-Charge (currently the post of the librarian is vacant) who supervises other library personnel in maintaining the smooth functions of the Central Library. The Librarian-in-Charge also works with the Library Committee in upgrading the library resources and facilities.

Student Council: At present no Student Council exist in the college as per the direction of the State Government. Though there is a team of students who efficiently addresses all the student related issues.

Administrative Staff: The administrative staffs of the college consisting of a Head Clerk (additional charge), Cashier cum Accountant and other Group –D staff are also characterized by a well-defined organizational structure. All the administrative decisions are implemented through the HOI after thorough consultation with the administrative staff.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The various welfare measures implemented by Saltora Netaji Centenary College for its teaching and non-teaching staff are as follows:

1. General Provident Fund (GPF) facility is ensured for all the permanent staff of this institution appointed against substantive posts.
2. Festival Bonus is provided to all casual non-teaching staff.
3. The benefits of Governmental (Govt. of West Bengal) health scheme facilities are widely circulated among the eligible staff. Some of them have availed it too.
4. All the permanent staffs enjoy allotted leave as per the Government of West Bengal Service rules and regulations.
5. The College authority tries its best to ensure timely promotion through Performance based Appraisal System (PBAS) for all of its staff. Every newly appointed Assistant Professor has to pass through a rigorous process of appraisal through a prescribed form that is countersigned by the Principal and University and Government experts, before each stage of promotion. The promotions of the non-teaching staff are also looked after by the college as and when needed.
6. The institution, through its different committees and sub-committees, tries its level best to maintain a healthy, academic and friendly environment within the college premises so that they can reach up to their full potential.
7. All the teaching and non-teaching staff members are highly encouraged to attend various academic and professional development programmes including participation in Orientation Programme/Faculty Induction Programme, Faculty Development Programme, Refresher Course, conferences, seminars, short term courses, workshops or any other such activities for this purpose duty leave is approved by the Head of the Institution.
8. Teachers are encouraged to publish quality research papers, book, book chapters, proceedings, reports etc. They are motivated and encouraged to apply for Major and Minor Research Projects from bodies like UGC, ICSSR etc.

9. ICT based computer training programme are organised for the non-teaching staff.

10. A holistic development of all the stakeholders is ensured through various cultural and sports activities including Annual Cultural Programme, Teachers' Day, Independence Day, Republic Day, Sharad Utsav etc. It helps to build an amicable symbiotic relationship among them which helps creating a healthy milieu.

File Description	Document
Upload Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshops and towards membership fee for professional bodies	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 20.12

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
6	9	10	8	0

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
4	4	4	4	4

File Description

Document

Institutional data in the prescribed format

[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The college has a comprehensive strategy for the purpose of resource mobilization and the optimum utilizations of monetary funds. The strategies and plans are carefully chalked out by the college authority. The salient features of the same are as follows-

- The College gets financial assistance from the Government in the form of salary grants.
- Apart from the salary grants the Institution also gets the non-salary grants (Bonus) at a stipulated rate given by the Government.
- Fees from students for regular courses are also another source of monetary resources.
- Proposals for different construction are prepared, vetted and submitted to various authorities including the Central Government, State Government, Company Officials etc.
- However, this college has not received any monetary grant from any sources during last five years. From the existing college fund, construction of administrative building, repair of old academic building, painting of all the buildings has been met.

Procedure of Mobilization & Utilisation of Resources

- The college takes initiative to apply for government grants as and when applicable and eligible. All major proposals that requires considerable amount of money are submitted to the Governing Body for approval.
- Expenditure or Utilisation is divided into recurring and non-recurring categories.

- The lion's share of the income is spent for the welfare of the students, enhancement of sports facilities, organization of seminar/conference/workshop, building construction, augmentation and maintenance, purchase of furniture, instruments, electrical items etc.
- As and when funds/grants are mobilized from various sources, the finance committee takes up the responsibility to utilize of the same. Annual budget is prepared and discussed in the finance committee.
- The Finance Committee also considers the proposals sent by different committees. After a thorough discussion, finance committee sent its recommendations to the Governing Body for the final approval.

Internal Accounts Checking System:

- This continuous process ensures proper documentation of each and every financial transaction made by the institution. The college itself carries out the initial stage of internal audit.
- The regular income-expenditure is closely monitored and scrutinized by the Finance Committee including the Bursar and the Principal for clarity, authenticity, transparency and financial accuracy.
- During any purchase, proper procedure is maintained.
- For the grants and donations received from various government and non-government sources, utilization certificates are duly prepared under various heads.

External Audit:

- The bills/receipts of all the revenue expenditure are thoroughly checked.
- The books of accounts are prepared under the supervision of the Finance Committee and Bursar.
- The books of accounts are audited by statutory auditors who are appointed by the Government of West Bengal from time to time. It is noteworthy to mention that since the COVID-19 pandemic, no such auditor has yet been provided by the state government.
- The Utilisation Certificates are also audited by the external auditor.
- The statutory auditors thereafter prepare and submit an audit report with their observations.
- The Governing Body takes the said report into due consideration and the same is then communicated to the Government of West Bengal too. The college also try to implement the recommendation from the next financial year

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures &

methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The primary concern of the IQAC is the fruitful implementation of a proper strategy to provide quality and affordable education to the poor and meritorious students of the local rural community. Since its inception, it has continuously been working in enhancing the quality of the academic and co-curricular endeavours of the College in keeping in view of the institution's vision and mission.

IQAC achieves this through the following practices,

- Add-on courses are regularly organized under the supervision of the IQAC.
- During the COVID-19 pandemic situation, the IQAC through the Academic Committee of the college ensured the conduction of online and live classes through Google -meet.
- Students are always in touch with the college through the functioning Mentor-Mentee system.
- IQAC has taken initiatives to set up smart classrooms with LCD projectors, computers, sound systems, high-speed internet etc.
- The IQAC highly encourages the teachers to learn the different usage of ICT tools of teaching by heart.
- The Internal and external examinations are conducted as per the BKU norms. During the pandemic, an online evaluation process was adopted through which examinations were taken for internal assessments as well as University end-semester examinations. There were provisions to download question papers, write down the answers and send the answer scripts through emails and WhatsApp. The teachers also used to check the answer scripts online.
- The IQAC has organized several seminars/conferences/workshops on different relevant topics. All the departments have been advised to organize 'Students Seminar' also where the students prepare their project presentations using power-point slides
- The IQAC, through the Academic Committee, advises the departments to conduct several class tests throughout the year.
- The IQAC has developed a dynamic mechanism of collecting feedback from stakeholders like students, parents, alumni etc. to facilitate teaching-learning reforms.
- Collaborating with the existing NSS units, the IQAC has taken initiatives to significantly improve the green coverage of the college. Awareness has been spread among the students on several occasion, roof top solar panels have been installed Green Audit has been conducted. The IQAC also has initiated an Eco-Club in the campus with select Green Volunteers from the students.
- The IQAC has organized several social welfare programmes including clothe distribution programme to the needy local inhabitants.
- The IQAC closely monitors the attainment of COs and POs of all the various departments.
- The IQAC encourages the '*Training, Placement and Awareness Cell*' of the college to conduct regular counselling sessions to guide and inspire the students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2**Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: C. Any 2 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Within certain financial limitations, Saltora Netaji Centenary College takes pride in providing adequate facilities and enabling consciousness and sensitization towards gender equality on a regular basis through a number of activities. From the year 2023, the institute has initiated '**Gender Audit**' in order to understand the present gender equity scenario. With the help of a carefully crafted questionnaire, survey has been conducted involving a number of 185 randomly selected students of the present academic session. After the survey, the questionnaires have been analysed and assessed pointing out the major findings which have been checked and authenticated by an external expert. Further actions have been taken by the college on the major findings of the Gender Audit.

Facilities available:

- The college has a separate **Girls' common room** with attached toilet.
- In the Girls' common room, a **sanitary napkin vending machine** and **sanitary napkin incinerator** has been installed.
- **CCTV cameras** are installed that helps in monitoring the safety of girl students.
- The College is equipped to address grievances related to sexual harassment through its active **Internal Complaints Cell**. However, no such grievances have been reported till date.
- Through the existing i) Women's Cell ii) Hygiene and Sanitation Committee iii) NSS Units and iv) IQAC, the college conducts various **awareness programme** on women's right, gender sensitization, gender equity etc.
- It is noteworthy to mention that the college has a best practice entitled '**Ritu-Sathi**' through which sanitary napkins is distributed for free among the teenage girls and women of the three adopted villages.
- **Annual sports** are organized by the Sports Committee and Department of Physical Education in which all the boys, girls, alumni members as well as the teaching and non-teaching staff are highly encouraged to participate.
- **Women's Cell** publishes wall magazine and conducts awareness campaigns to spread awareness on relevant matters.
- The college undertakes various initiatives to **celebrate** national and international commemorative days, events and festivals such as Women's Day, Republic Day, Independence Day, Netaji Birthday, International Mother Language Day, World Music Day, World Water Week, World Environment Day, Yoga Day, Baishe Shrabon, Rabindra Jayanti etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

Response: C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Saltora Netaji Centenary College has made sincere effort in creating a conducive and inclusive environment for the students to grow and become a responsible Indian citizen through the following types of diversified activities-

- The college regularly observe special days like Independence Day, Republic Day, National Integration Days, Netaji Jayanti, National Voters Day, Campaign on “*Mera Pehla Vote Desh Ke Liye*”, Sports Day, Constitution Days, , Rabindra Jayanti, Matri Bhasha Dibas, Birth etc.
- Through its NSS units, the college organizes regular extension activities on i) humanitarianism ii) on Swachhta Action Plan iii) benefit of yoga iv) International Seminar on ‘The Crisis of Women in the 21st Century’ v) Blood Donation Camp vi) Cybercrime & Laws Relating Criminal Jurisdiction vii) Celebration of Menstruation Hygiene Day ix) Environmental Promotion & Sustainability Activity x) Extension programme against child labour xi) Cloth Donation Programme xii) Tree plantation programme through Mera Mati, Mera Desh celebration, xiii) Extension programme on Thalassemia Disease xiv) Vaccination drive for the students during COVID-19 pandemic xv) Conducted Study Tour and Cleanliness Programme etc.
- The Cultural Committee of the institution organizes regular **cultural activities** involving the students irrespective of class, caste, religion, sex and income profile in order to create an inclusive environment where all may flourish and reach up to their full potential. ‘*Sangbandhan*’ is a signature annual event of this college which is a celebration of its inclusive and harmonic character. In Nabinbaran Utsav, all the new comers are formally welcomed in to the institution. During Rabindra Jayanti, Najrul Jayanti etc. students come forward together to showcase their talent through dance, song, recitation etc.
- Upon the request made from the affiliating Bankura University, the college has taken suitable measure to send two of its faculty members from Department of Santali & English for the purpose of participating in project on “**Endangered Languages**”.
- **Mock Parliament** is organized every year by the Department of Political Science wherein student create a demo parliamentarian set up and follow the standard procedure.

- Annual Magazine and Wall magazine are published on a regular basis through which students are made aware of relevant issues like empowerment, right, duties, literature, culture, environment etc.
- The college jointly organize an annual programme on teacher's training on **Santali** language with an external local Santali Society.

All these activities instil a sense of duty, responsibility, brotherhood and inclusivity milieu in the college campus.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

Best Practice 1: Ritu Sathi - A Menstrual Hygiene Initiative

1. Title of the Practice: *Ritu Sathi: A Menstrual Hygiene Initiative*

2. Objective of the Practice:

The main objectives of this 'best practice' are to:

- Spread awareness and break taboo on menstruation of adolescent girls and women.
- Provide sanitary napkin free of cost.
- Make a stronger institute-community relationship.

3. The Context:

Menstruation and menstrual practices are still clouded by taboos and socio-cultural restrictions in the present world. Therefore it is important to create social awareness among people about the scientific relevance of this physiological process. Access to safe and dignified menstruation is a fundamental need for women and girls but unfortunately menstruation in our country is associated with various myths and restrictions. This biological phenomenon has been overlooked, resulting in negative impact on girls, women, families and the environment. Homegrown substitutes like as old cloth, rags, sand, ash, wood shavings, newspapers, dried leaves, hay, and plastic are generally used by the women in India.

As a responsible educational institution Saltora Netaji Centenary College has taken initiatives to address this issue among the villages adopted by the college i.e. Saltora College Para, Bamnishala, Natundihi. **“Ritu-Sathi- a Menstrual Hygiene Initiative”** is taken by Saltora Netaji Centenary College in this context and the college has identified this project as one of its best practices.

4. The Practice:

The following initiatives have been taken by the college within limited financial constraints-

- Awareness campaigns, poster, slogan etc. were prepared by the students to help break the taboo.
- Currently, college have put focus on providing **free Pads** among some economically underprivileged women the adopted villages i.e. Saltora College Para, Bamnishala, Natundihi
- Several field surveys have been conducted on a regular intervals to determine the effectiveness of the “Ritu Sathi” best practice.

5. Evidence of Success:

- In total, over the years (since 2021-22 till now) 1000 sanitary napkins were distributed and at time of distribution, information leaflets in local language were distributed.
- Field survey conducted in the year 2021 revealed **a poor menstrual hygiene**. 36% respondents were still using cotton cloths in traditional way and only 45% of them were using pad whereas a meagre 19% respondents are using both the materials as per convenience. After repeated awareness campaign and sanitary pad distribution programme, the percentage of pad users have increased to a great extent, as evident from field surveys.
- The comparative surveys reveals that the frequency of changing pads during menstruation has increased to a considerable extent.

6. Problems Encountered and Resources required:

First of all, financial constraint is an issue for our institution. The institution aims to donate and install sanitary napkin vending machines and napkin incinerators in those adopted villages which are not being realized only due to fund scarcity.

Secondly, approaching the villagers especially the tribal women to speak on menstrual hygiene was difficult as many of them did not want to talk about it all. Some were offended, some were too shy to talk about it.

Best Practice 2: Development of a Holistic Sports Culture

1. Title of the Practice: Development of a Holistic Sports Culture

2. Objective of the Practice:

Saltora Netaji Centenary College is known for its excellence and dedicated efforts for making sports

activities popular among the students. As sport and games is an integral component of a liberal, inclusive and wholesome education, our college has made an attempt to develop a conducive sports culture as a *best practice* with the following objectives-

- To create students with stronger mind and fitter body.
- To provide the students and alumni of this college as well as the children from the surrounding villages the necessary training for different games by experienced and visionary teachers.
- To strengthen the campus-community relationship.

3. The Context:

The college is situated in an economically backward area which is not agriculturally or industrially self-sufficient. Education, sports & health etc. are also not up to the mark. Thus developing a holistic sports culture is important in this context. There is no other college within 30 km radius of the college. Thus, the institution is actively trying to bridge this gap by putting special emphasis on sports activities.

4. The Practice:

Due to the immense and sincere effort from the students and faculty members, the college has been able to put its mark on the sports map of Bankura and beyond. Within acute financial constraints, the college put special emphasis to provide optimum sports infrastructure.

A sports academy named **Saltora Netaji Centenary College Sports Academy (SNCCSA)** was introduced which is trying to put its mark on sports development of this predominantly tribal region. It has successfully been registered under the **Societies Registration Act (1961)** of the Government of West Bengal. We have initially started this venture with football coaching.

The College has a separate building for the Department of Physical Education wherein the facilities such as Interactive Smart-screen, computer, printer and scanner etc. are available with high speed broadband internet. Besides there is a multi- purpose gym room, laboratory, badminton court, Yoga Mandapa and Sick Room etc.

5. Evidence of Success:

Since the academic session of 2018-19, the Physical Education Department of our college have regularly been participating in university, district level and inter-college tournaments and won a considerable number of medals and praise. All the participants are showing good uplifting attitude. Their football & athletic skills have developed to a considerable extent. So far, within a short span of time, the football team of our Sports Association has clinched victory in various tournaments.

6. Problems Encountered and Resources required:

The main problem, again, is financial constraint. The sports academy as well as the college is actively looking for funds from different governmental and non-governmental sectors. The academy has a plan to start cricket coaching but it needs expensive cricket kits and infrastructure. The academy needs a space of its own. The gym room shall be equipped with state of the art equipment. A separate Sports Room is

needed which we could not build due to the scarcity of fund.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Since its inception (2000) the institution is dedicated to **induce all-round inclusive development for the first generation learners of an economically backward and predominantly tribal area**. It is something the institute is really proud of. As per the latest data, 64.40% of the total numbers of student are girls. 24.98% students are from tribal background (S.T.), 22.39 % students are Schedule Casts (S.C.) and a staggering 29.12% student is from Other Backward Caste (O.B.C.) category. These statistics are showcasing the distinctive role played by this institute in the education, empowerment and upliftment of the first generation learners belonging to the **backward community**. The surrounding area of the college is neither agriculturally conducive nor it is industrially developed per se. Some Stone-crusher facilities and underdeveloped agricultural activity supports most of the local inhabitants.

Under such circumstances within certain limitations, the college tries its best to take special care for its female students, especially the tribal female student. The institution through its Scholarship Committee and 'Scholarship Helpdesk' encourages its the students, especially the *female* students to avail various scholarship and freeship from the governmental and non-governmental sources. Some of the notable exclusive scholarship for the female students includes: Kanyahree and Rupasree. Besides these, they may also apply to Aikyasree Prakalpa, Swami Vivekananda Merit Cum Means Scholarship, S.C., S.T and O.B.C welfare scheme, Minority welfare scheme with the male students.

Various cross cutting issues related to women empowerment, gender equity, women rights etc. are taught by the teachers as an integral part of the curriculum. Sometimes, project works are assigned to the students on such relevant topic. Besides providing quality education to its first generation learners, the college since its inception tries it best to make its student take up different extracurricular activities. During the last five years, more than 100 cultural and sports events have been conducted for the students and by the students. Needless to say the lion's shares of the participant are girls. In each and every event,

the tribal girls perform their traditional song and dance. The institution is determined to do its bit towards the preservation of the indigenous cultural. The college conducts regular self-defence class for the female students. Many add-on/certificate courses have been conducted especially for our girl student such as Basics of Beauty Care, Basics of Nursing, *Bratachari* training etc. They take active parts in the Certificate Course on ‘Leadership Training, Adventure & Rock Climbing’ organized by the Department of Physical Education. Priority are given to women’s health through the conduction of several awareness campaign, seminars and observations of important days like Women’s day, Menstrual Hygiene Day, Women’s Equality Day, National Girl Child Day etc. The college has taken up a best practice entitled “*Ritu-Sathi*” through which the ‘Women’s Cell’ and ‘Hygiene & Sanitation Cell’ distribute sanitary napkins free of cost to the teens and female of the three adopted villages.. Awareness is spread on a regular basis on the menstrual hygiene among them as well as among our own students. Collaboration is done in this venture with the local *Asha Didi* as well as hospital staff. Female students are highly encourages to actively participate in various kind of sports activities throughout the year. Special care is given to them. As a result, the girl’s team of this institution frequently wins prizes, accolades and hearts in the inter-college and university sports tournaments. Female students are specially encourages to do internship as well. Recently four of our students enrolled in a **Rural Internship Programme** by Gunj Foundation. As it is a rural-based, general degree college with mainly arts subjects, the scope of campus placement is really low, still a considerable number of our female student go for the higher studies and are also being placed in different government and non-government jobs as well as doing entrepreneurship.

It is noteworthy to mention that the S.C., S.T. & O.B.C. Cell, Internal Complaint Cell, Grievance & Redressal Cell etc. are there to take care of any complaint and resolve it amicably as fast as possible. The institution is proud to say that it rarely receives any such complaints from them. Gender Audit is done to understand the present gender equity scenario and existing gender perceptions and action are taken depending the analysis. Notably, the outcome and adopted measures were found to be satisfactory by external expert. Within acute financial constraints, the institution has been able to provide a separate common room for the girls in which a sanitary napkin vending machine as well as a napkin incinerator has been installed.

To conclude, the college has tried to create such a safe, conducive academic environment where every student may excel up to their full potential but special care are given to the female tribal students.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

- The college regularly conducts the Academic & Administrative Audit, Green Audit and Energy Audit apart from the Financial Audit.
- The college has separate girls' & boys' common room. The girls' common room is equipped with a napkin-vending machine as well as a functioning good quality napkin incinerator.
- The college has a rich cultural environment and is determined to conserve the indigenous culture by practicing it on a regular basis on various observational days. We have several necessary musical instruments and rehearsal space in our college.

Concluding Remarks :

To conclude, the college tries its level best to provide it's students with every kind of possible support to excel in life.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.4.1	<p><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: C. Feedback collected and analysed Remark : DVV has made changes as per the report shared by HEI.</p>																				
2.4.2	<p><i>Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)</i></p> <p>2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>23</td> <td>18</td> <td>14</td> <td>8</td> <td>8</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>18</td> <td>15</td> <td>12</td> <td>7</td> <td>8</td> </tr> </tbody> </table> <p>Remark : DVV has made changes as per available data.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	23	18	14	8	8	2022-23	2021-22	2020-21	2019-20	2018-19	18	15	12	7	8
2022-23	2021-22	2020-21	2019-20	2018-19																	
23	18	14	8	8																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
18	15	12	7	8																	
3.2.2	<p><i>Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years</i></p> <p>3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>24</td> <td>5</td> <td>2</td> <td>2</td> <td>7</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>19</td> <td>4</td> <td>2</td> <td>2</td> <td>5</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	24	5	2	2	7	2022-23	2021-22	2020-21	2019-20	2018-19	19	4	2	2	5
2022-23	2021-22	2020-21	2019-20	2018-19																	
24	5	2	2	7																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
19	4	2	2	5																	

Remark : DVV has made changes as per available data.

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
4	7	18	3	5

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
3	5	14	3	3

Remark : DVV has made changes as per the report shared by HEI.

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
18	08	18	2	6

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
15	07	16	2	4

Remark : DVV has made changes as per the report shared by HEI.

3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
32	11	0	3	8

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
29	10	0	3	7

Remark : DVV has made changes as per the report shared by HEI.

3.5.1 ***Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.***

Answer before DVV Verification :

Answer After DVV Verification :0

Remark : None of the activities during the assessment period are related to the intent of the metric. Hence, input is 0

4.1.2 ***Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years***

4.1.2.1. Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
6.130	4.316	5.553	26.65	48.78

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0.62	0.42	2.30	25.28	8.61

Remark : DVV has made changes as per the report shared by HEI.

4.4.1 ***Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)***

4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
18.571	10.891	13.89	25.490	19.670

Answer After DVV Verification :

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2022-23	2021-22	2020-21	2019-20	2018-19
3.07	3.07	5.10	4.68	0.89

Remark : DVV has made changes as per the report shared by HEI.

5.1.1 ***Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years***

5.1.1.1. Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
891	1292	936	1022	1041

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
875	1266	891	988	991

Remark : DVV has made changes as per available data.

5.1.2 ***Following capacity development and skills enhancement activities are organised for improving students' capability***

1. ***Soft skills***
2. ***Language and communication skills***
3. ***Life skills (Yoga, physical fitness, health and hygiene)***
4. ***ICT/computing skills***

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has made changes as per the report shared by HEI.

5.1.3 ***Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years***

5.1.3.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
594	569	0	415	566

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
551	541	0	377	555

Remark : DVV has made changes as per the report shared by HEI.

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 last five years**

5.3.1.1. *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 wise during the last five years*

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
25	08	0	23	13

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
22	07	0	19	10

Remark : DVV has made changes as per the report shared by HEI.

5.3.2 **Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
44	20	04	23	24

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
36	18	04	18	21

Remark : DVV has made changes as per available data.

6.2.2 ***Institution implements e-governance in its operations***

1. Administration

2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has made changes as per the report shared by HEI.

6.3.2 **Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

6.3.2.1. **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
17	18	20	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

Remark : Amount less than Rs. 2000/- per teacher per year cannot be considered. Hence input has considered 0 for all the years

6.5.2 **Quality assurance initiatives of the institution include:**

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : DVV has made changes as per the report shared by HEI.

7.1.3 **Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**

4. Beyond the campus environmental promotion activities

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : DVV has made changes as per the report shared by HEI.

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations