



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		Sonamukhi College
• Name of the Head of the institution	Dr. Bappaditya Mandal	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	03244275251	
• Mobile No:	7076289635	
• Registered e-mail	principal@sonamukhicollege.ac.in	
• Alternate e-mail	sonamukhicol@gmail.com	
• Address	Sonamukhi College Road	
• City/Town	Sonamukhi	
• State/UT	West Bengal	
• Pin Code	722207	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Co-education	
• Location	Rural	
• Financial Status	Grants-in aid	

• Name of the Affiliating University	Bankura University																		
• Name of the IQAC Coordinator	Dr. Jnanojjal Chanda																		
• Phone No.	03244275251																		
• Alternate phone No.	7029650432																		
• Mobile	9735336469																		
• IQAC e-mail address	iqac@sonamukhicollege.ac.in																		
• Alternate e-mail address	iqacsonamukhicollege@gmail.com																		
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.sonamukhicollege.ac.in/aqar.php																		
4. Whether Academic Calendar prepared during the year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.sonamukhicollege.ac.in/academic_calendar.php																		
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.37</td> <td>2016</td> <td>05/11/2016</td> <td>04/11/2021</td> </tr> <tr> <td>Cycle 2</td> <td>B+</td> <td>2.60</td> <td>2022</td> <td>13/09/2022</td> <td>12/09/2027</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	2.37	2016	05/11/2016	04/11/2021	Cycle 2	B+	2.60	2022	13/09/2022	12/09/2027
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to														
Cycle 1	B	2.37	2016	05/11/2016	04/11/2021														
Cycle 2	B+	2.60	2022	13/09/2022	12/09/2027														
6. Date of Establishment of IQAC	10/05/2013																		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																			

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	Grant for boys hostel (2nd installment)	UGC	2020 365	3200000
Institutional 1	Grant for girls hostel (2nd installment)	UGC	2020 365	3200000
Institutional 1	Building Grant	State Govt.	2019	7000000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File		
9.No. of IQAC meetings held during the year	5		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No		
<ul style="list-style-type: none"> If yes, mention the amount 			

11. Significant contributions made by IQAC during the current year (maximum five bullets)
1. E-waste register has been prepared and e-waste material has been dumped in the e-waste room. 2. Parent-teacher meeting has been done on 16/12/2022. 3. Initiative has been taken to conduct Diagnostic test to distinguish between slow learners and fast learners from the next academic session. 4. Academic Audit for academic session 20-21,

21-22 have been done by the Inspector of College, Bankura University. 5. Sonamukhi College, Alumni Association has been registered on 09/02/2023.

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

Plan of Action	Achievements/Outcomes
College has taken necessary actions regarding NAAC peer team visit for 2nd cycle accreditation.	NAAC peer team visited the college during 08/09/2022 to 09/09/2022 and accredited the college with B++ grade.
Initiative to register Alumni association of our college	Sonamukhi College, Alumni Association has been registered on 09/02/2023.
Parent-teacher meet	Parent teacher meeting has been done on 09/02/2023
To initiate and implement NEP 2020 from the next academic session.	College has already made a blue print following the guidelines of Bankura University to implement NEP.
Initiative will be taken to implement Eco club in the college.	Eco club has been established in Sonamukhi College on 09/11/2022
Initiative will be taken to participate in NIRF	College has already participated in NIRF from this academic session.
Plan to publish book with ISBN Number	College published PEEPAL -2 with ISBN number during this period
Organizing seminar, workshop, training program etc.	17 seminars were conducted during this academic session.
Green audit, environmental audit will be done by appropriate authority for the academic session 22-23.	Initiation has been taken and green audit is under progress.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	06/12/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	25/12/2022

15. Multidisciplinary / interdisciplinary

In Sonamukhi College, students are always asked to take up project in inter disciplinary and multi disciplinary mode, even students are coordinated on various educational trips. Moreover our affiliating University, Bankura University has introduced Choice Based Credit System (CBCS) and students can take up multidisciplinary courses. Following the NEP guideline, Bankura University naturally has introduced flexible courses of study in front our students and we have adopted it from 2023-24 academic session. Add-on course hands on training, two certificate courses have been launched in the college. Needless to say, all this have been done following the new education policy 2020.

16. Academic bank of credits (ABC):

Academic Bank of Credit (ABC) has been launched in Sonamukhi College for the academic year 2023-24. In addition MOUs have been signed with various educational institutions and District Science Museum, Purulia. Special attention is paid to the above mentioned matters of importance and technical support is also provided.

17. Skill development:

The University already has skill enhancement courses in various prescribed subjects, in the addition to that Computer Science, Social Work, Sanskrit and various other departments take up projects for skill development. Besides Political Science department has been motivating students to join in the Mock Parliament. It should be remembered that may successful leaders, Social Work conscious and vigilant citizens are being developed from here.

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

Sanskrit is taught very seriously in Sonamukhi College and special classes are also taken on chanting as Sanskrit is known to be a heritage of the Indian Cultural legacy. In this college, teaching is done mainly in regional language. Here Bengali is the mother

tongue of majority of the students' , but a significant number of students know Santali language as their mother tongue is Santali. The NSS, Economics and Social Work departments in the college regularly undertake survey and community development programmes in the Santali dominated villages.

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

Learning Outcome based Curriculum aims to bring about uniformity in syllabus for all programs in all the affiliated colleges of Bankura University. Variety of approaches in teaching Learning process like lectures, seminars, tutorials/workshop/practical and project based learning field work, technology enabled learning internship and apprenticeship and research work is suggested. The student learning outcome should be defined in terms of knowledge skills understanding values employability. This institution follows the guidelines as and when directed by the affiliating University, Bankura University.

20.Distance education/online education:

Institute has successfully imparted almost all its courses' content delivery via college software, whatsapp groups to communicate with the students, online classes using Google meet, LMS, e-library, etc. during vacations and also conducted online home assignement delivery and collection of answer scrips successfully.

Extended Profile

1.Programme

1.1	584
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2614
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	804
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	273
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	63
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	70
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	49
Total number of Classrooms and Seminar halls	
4.2	158.98
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	92
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The organisation uses a meticulously thought-out and recorded procedure to guarantee the delivery of the curriculum. At the beginning of new academic year, meetings are held with all faculty members under the auspices of Academic subcommittee to devise specific plans for efficient curriculum delivery. The academic calendar for the college is developed in accordance with Bankura University's academic calendar. Accordingly, every department creates a unique lesson plan.

Regular classes, examinations, internal evaluations, student monitoring during the semester, and the implementation of routines are all conducted by the college. In order to document their profiles through personalised mentoring, the pupils are registered with departmental teachers. Feedback and periodic assessments of the students are collected. In order to interact with students in a way that best met their requirements, the college used social media as instructional tools, including official Facebook pages and WhatsApp groups. Students have effectively utilized the library services available to them.

Every faculty uses a combination of conventional chalk-and-talk methods and contemporary teaching and learning strategies to deliver the curriculum. Projectors for PowerPoint presentations are available in every department. The students are urged to sign up for career-focused certificate programmes such as Sanskrit Chanting and Computer Courses.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sonamukhicollege.ac.in/images/uploads/1.1.1%202022-23%20AQAR.pdf

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

Since the university serves as the college's affiliated organisation, the college has adhered to the Bankura University calendar. To facilitate all curricular and extracurricular activities, the institution has created an academic calendar for the start of the academic session. The timeline for admission and registration is included in the academic calendar. The start of lessons, internal assessment periods, and final examination of the semester are mentioned in the Academic Calendar. Co-curricular and Extracurricular activities which include Sports, Cultural Activities, and observance of different events/days.

The Academic Calendar includes the dates and times of internal assessments, and the examination committee circulates the specific schedule well in advance.

Students receive their academic diaries at the start of each semester. Additionally, the college website has it uploaded. Periodically, there are tests given in class. Regular outreach initiatives are run by the college. Engaging in intra-college cultural competitions promotes students' overall growth.

The College sets up internal assessments, which are worth 10 marks in every paper, in accordance with university regulations. Curriculum delivery places a strong emphasis on the ongoing assessment process. Homework assignments are also offered to the students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://sonamukhicollege.ac.in/images/uploads/1.1.2%20AQAR%2022-23.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

33

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

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

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

02

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

53

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

the year

53

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

1.3 - Curriculum Enrichment

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

Every curriculum that is associated with Bankura University provides a range of courses that cover topics connected to human values, professional ethics, gender issues, environmental challenges, and sustainability. They come from CBCS's core disciplines, genetic optional courses, and skill-development courses.

Various environmental and social activities are brought to the pupils' attention. Certain bodies, such as the Equal Opportunity Cell, Grievance Redressal Cell, NSS unit, and Vishakha Cell, are responsible for addressing these concerns and keeping students informed about them.

Gender Sensitivity: Students benefit greatly from gender-sensitive curricula in a variety of fields. The Honours Philosophy course has covered gender inequality and caste prejudice in the Indian context. Gender-related subjects covered in English classes include women writers, the formation of gender, the history of women's movements, and women's participation in politics, among others. Secularism and communalism, caste and politics, and other topics are included in the Political Science syllabus. Topics related to gender issues are covered in the history and geography curricula.

Environment and Sustainability: Regional, national, and worldwide environmental and sustainability concerns. Environmental and sustainability issues are covered in the geography, botany, and zoology curricula.

Human Values: Human values are very important, particularly for helping students develop and apply their moral convictions. This has been taken into consideration when creating the curricula for disciplines like political science, education, economics,

philosophy, Bengali, and Sanskrit.

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

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

27

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

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

436

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 360 550 421">File Description</th> <th data-bbox="555 360 1476 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 427 550 521">URL for stakeholder feedback report</td> <td data-bbox="555 427 1476 521" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 528 550 741">Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td> <td data-bbox="555 528 1476 741" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 748 550 842">Any additional information(Upload)</td> <td data-bbox="555 748 1476 842" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	View File	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File	Any additional information(Upload)	No File Uploaded	
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URL for stakeholder feedback report	View File								
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File								
Any additional information(Upload)	No File Uploaded								
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website								
<table border="1"> <thead> <tr> <th data-bbox="86 1028 550 1088">File Description</th> <th data-bbox="555 1028 1476 1088">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1095 550 1189">Upload any additional information</td> <td data-bbox="555 1095 1476 1189" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1196 550 1328">URL for feedback report</td> <td data-bbox="555 1196 1476 1328" style="text-align: center;">https://sonamukhicollege.ac.in/feedback_analysis.php</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	No File Uploaded	URL for feedback report	https://sonamukhicollege.ac.in/feedback_analysis.php			
File Description	Documents								
Upload any additional information	No File Uploaded								
URL for feedback report	https://sonamukhicollege.ac.in/feedback_analysis.php								
TEACHING-LEARNING AND EVALUATION									
2.1 - Student Enrollment and Profile									
2.1.1 - Enrolment Number Number of students admitted during the year									
2.1.1.1 - Number of sanctioned seats during the year									
1775									
<table border="1"> <thead> <tr> <th data-bbox="86 1715 550 1776">File Description</th> <th data-bbox="555 1715 1476 1776">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1783 550 1843">Any additional information</td> <td data-bbox="555 1783 1476 1843" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1850 550 1933">Institutional data in prescribed format</td> <td data-bbox="555 1850 1476 1933" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Institutional data in prescribed format	View File			
File Description	Documents								
Any additional information	View File								
Institutional data in prescribed format	View File								
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of									

supernumerary seats)

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

525

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Every teacher of Sonamukhi College has responsibility in the initial stage of student admission of every academic year to find out advanced learner and slow learner. That is why diagnostic tests are taken at the beginning of the academic year; teachers even accept students' home assignments, So, each department takes a unique approach to solve the above two cases.

In case of slow learners mentors also play a very important role. Remedial coaching, counseling and tutorial classes are arranged for slow learners. On the other hand, arrangements have been made for special monitoring and awards are arranged for top scorers and advanced learners. For further promotion of the students seminars on important and relevant topics and student-seminars are organized. Even students are helped with study materials.

However, for both type of students, parent-teacher meetings, mentor-mentee relationships, and other timely communication, such as regular class tests, assessments, and assignments, play an important role.

File Description	Documents
Link for additional Information	https://sonamukhicollege.ac.in/images/uploads/2.2.1%202022-23%20.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2614	62

File Description	Documents
Any additional information	View File

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

Sonamukhi College teachers emphasize in the teaching-learning process as such,-

How much they consider the students' prior knowledge, about the curriculum and pedagogy, tell about the objectives, tell about the new contents, take their feedback and depute the subject, and engage the students in the assignments. As a result of which the students become aware of their future learning and their performance also increases.

Actually, the process of learning by doing is called experiential learning. As a form of experiential learning, we aim to provide students with concrete experiences resulting in enhanced reflective observation. In addition, student excursions, educational tours and their reports are taken with the aim of teaching students about abstracting, conceptualization and the main objective is to enable active experimentation of the students.

In participatory method we give more importance to student seminar and Mutual Learning Method. Many times advanced learners present their views in front of the students and teachers and thus the questionnaire session continues. Village based socio-economic and political surveys are conducted during educational trip and discussions are held in face-to-face meetings.

The faculty members throw numerous questions after each lecture on a particular topic and the students try to solve them. Many times quizzes and seminars are organized for this purpose in which a problem is defined and analyzed in front of the students.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://sonamukhicollege.ac.in/images/uploads/2.3.1%2022-23.pdf

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

ICT enabled classroom in the college are taught with the help of audio clips and video movies on related topics, in addition to the use of power point presentation slides. Each department has sufficient number of computers, laptops and internet connection. There is also free wi-fi arrangement.

The college has taken membership of Digital Library of India (NDL) and INFLIBNET (N-LIST). This is the best learning source for students, teachers, staff. All can take help e-database, e-journals, e-books as per their choice.

College authorities and students, teachers and teaching staff can now communicate with students very quickly through the medium of communication like Google-Meet, WhatsApp Groups, Facebook page, YouTube channel, College portal and College Website regarding admission, form fill up, examinations etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://sonamukhicollege.ac.in/images/uploads/2.3.2 22-23.pdf

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

2.3.3.1 - Number of mentors

62

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

2.4 - Teacher Profile and Quality

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

63

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

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

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

14

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

770

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

As Sonamukhi College affiliated to Bankura University, it follows the university syllabus, examination and evaluation system. Ten marks are fixed for internal assessment. In order to have transparency, in addition to the assignment viva voce and projects are taken, diagnostic tests and class tests are taken as part of the continuous improvement process. In this case students have an opportunity to point out the mistakes. At least seventy five percent college attendance of students is mandatory. Academic Committee and Examination Committee are also constituted for a smooth and relaxed environment. Needless to say, Choice Based Credit System (CBCS) is in operation in this college from 2017-18 academic session.

The basic aim of evaluation is to know the strength and weaknesses of the students. Continuous evaluation has taken place in our college in a systematic way throughout the semester for the better evaluation and advancement of students. The students are provided with greater opportunities whenever they seek guidance and support to improve their learning. Besides, the schedule of assignments is given to the students of all courses. The subject teachers of the college assess the students internally and put their marks out of 10 marks for each paper.

File Description	Documents
Any additional information	View File
Link for additional information	https://sonamukhicollege.ac.in/images/uploads/2.5.1%202022-23%20.pdf

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

Mentors remain always in touch with the mentees regarding internal assessment and try to resolve any complaints immediately. Being in

rural areas, many candidates sometimes can't be able to upload their internal assessment scripts on time. The college authorities may grant them extra time subject to negotiation for reasonable reasons. There are routine and examination committee for timely and proper conduct of internal examinations, who issue timely notices.

Affiliating Bankura University (BKU) conducts external examination, termed as End Semester Examination (ESE) of 40 marks (each paper) and college provides marks for Internal Assessment (IA) of 10 marks (each paper). The ratio of the weightage of marks for external examination is 80% and internal examination 20%.

Grievance redressal cell has also been formed to address any grievance raised by the students.

The students are informed about the question pattern, date and whole system of internal and End Semester Examination in time. They are made aware of the internal and external examination procedure at the beginning of each semester in an orientation/introductory class.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://sonamukhicollege.ac.in/students_grievance_cell.php

2.6 - Student Performance and Learning Outcomes

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

Each department informs the students about the Programme Outcomes (P.O) and Course Outcomes (C.O) at the commencement of classes in every academic year and also maintains its hard copy in the department. By opening the college website every student can search for it and all the staff of the college help the students to understand it. Moreover, it is mentioned in the departments own notice book and it is always available on the institutional website.

The syllabus of each subject is prepared by the members of Board of studies(BoS) of the affiliating university. The each course of each subject is available in the university website and the syllabus is communicated to all the affiliated colleges. Complying the mission & vision of the present outcome based education system, Program Outcomes (POs) and Course Outcomes (COs) are framed by each

department of the college offering the degrees after thorough discussion with all teachers. POs are extensive reports which portray the professional achievements which the program aims at, and these are to be attained by the students by the time they complete the program. COs are through statements which describe the necessary and lasting disciplinary know-how, capabilities that pupils should have and the depth of learning that is expected upon completion of a course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://sonamukhicollege.ac.in/co_po_pso.php
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution evaluates programme outcomes as well as course outcomes which are the utmost importance objective. The college has fulfilled its purpose by measuring the attainment of the outcomes with the help of two different assessment tools-

1. Direct Assessment Methods

2. Indirect Assessment Methods

1. Direct Assessment Tools:

a) Direct assessment tools involve the periodical assessment of Internal Assessment, class assignments, attendance, skill evaluation etc

b) Accretive performance of students is recorded through endsemester examinations and end semester practical examinations

c) Various co-curricular activities like seminar, workshops, project etc have also significant effect for measuring knowledge and skills through direct assessment method.

2. Indirect Assessment method:

Indirect assessment method is done through feedback. Feedback is collected from the outgoing students, teachers, stakeholders and

alumni at the end of the course.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sonamukhicollege.ac.in/images/uploads/2.6.2_2022-2023_Final.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

273

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://sonamukhicollege.ac.in/annual_report.php

2.7 - Student Satisfaction Survey

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

https://sonamukhicollege.ac.in/feedback_analysis.php

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

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

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

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

17

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

3.2 - Research Publications and Awards

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

the year

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

12

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

24

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

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Sonamukhi College provides an environment conducive for the holistic development of students. Extension activities not only instil a sense of communal responsibility, but also effectively sensitise young women and men of our college towards important social issues. The National Service Scheme (NSS) units, and National Cadet Cops (NCC) units organise various social outreach programmes to facilitate its students with the concept and practice of social responsibility.

Some extension activities organised are:

Sensitization Campaign on " Health Hazard & ill effect of Tobacco"

Awareness programmes importance of trees and plantation

Botany Department of our college is actively involved in training and production of Vermicompost, Mushroom. The project is unique involving our students and SHG groups of local community who get trained and work in these projects to get self-reliant.

Environment Sustainability programmes:

World Environment Day Observance: Tree plantation and eco awareness activities Promoting minimum Plastic Use Routine Social Service/Cleanliness drives by Volunteers of eco club.

Clean India Program:

The college also actively participates in various cleanliness activities under the Swachh Bharat Abhiyan Mission. Our students, NSS & NCC volunteers carried out social service activities in the contiguous areas of the college and its neighboring area.

File Description	Documents
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/3.3.3%2022_23%20NCC%20NSS%20Outreach_compressed.pdf
Upload any additional information	No File Uploaded

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

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

01

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

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

and NGOs) during the year

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

27

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

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

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

1815

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

3.4 - Collaboration

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

00

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

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

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

06

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has a campus of 8.11. Acres. It is fully secured with CCTV camera. It is equipped with modern facilities and learning resources to achieve academic excellence according to its vision. The infrastructure facilities and learning resources are mentioned bellow-

1. Total number of classrooms is 50, total number of laboratories is 6. Besides, there is 17 ICT enabled classroom and 1 conference hall equipped with modern facilities.

2. All the departments have computers with internet facility. We have a central library with more than 30,000 text books, nearly

1,174 reference books, few rare books, ebooks, digital database, 6 magazines, 3 journals and newspapers. Facilities for searching e-database from National Digital Library of India (NDL), INFLIBNET (N-LIST) are available. There is a browsing centre in the library.

3. There are separate common rooms for boys and girls.

4. The students for whom returning home daily is quite impossible, there are one running boys' hostel and a new college boys' hostel & one college girls' hostel have been constructed, yet to be started.

5. In the institution, there is disabled-friendly ramp at the entrance of the college building and Library. There is the provision of two green generators in the college campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/4.1.1_22_23%20total%20nuber%20of%20classroom%20and%20seminar%20halls.pdf

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

The institution provides modern facilities for games, sports and cultural activities. The big playground is used for football matches, cricket matches, volley ball tournaments and different athletic events. The students also do regular practice in this playground. There is the facility of indoor games like carom for boys. The Seminar Hall and occasionally the large rooms and open spaces are used for different cultural activities. There is also a permanent stage inside the campus which is also used for cultural programs. The custom of arranging cultural programs in the presence of guests and resource persons on the eve of seminars is in vogue. There is a gymnasium inside the college campus. There is a yoga centre with the facility of a well-trained instructor. Apart from that students perform cultural programs on various occasions like College Foundation Day, Independence Day, Teachers' Day, annual cultural competition, Republic Day, International Yoga Day etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/4.1.2_22_23.pdf

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

17

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/4.1.3_22_23.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

94.62

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

4.2 - Library as a Learning Resource

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

With the help of Integrated Library Management System (ILMS), the central library of Sonamukhi College is partially automated. In the year of 2016 this version of software was installed. Since then the Accession, Cataloguing, Issue and Return of the library books, have been done through this software. In addition to this software, the library has the facility of bar-coding machine to put bar-code in the library books. The library has institutional membership with NDL (National Digital Library) provide by IIT KGP and INFLIBNET(NLIST).E-resources can be accessed through the Library Tab of the official website of Sonamukhi College. OPAC (Online public access catalogue) service is also provided where the users can search the collection of books by title, author, publisher etc. Barcode issue-return system is practiced in the library for smooth issue-return of the library books.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sonamukhicollege.ac.in/images/uploads/4.2.1_22_23.pdf

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

3.169

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****49.40**

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

As now-a-days ICT classes are being mandatory in teaching learning process, the college authority has been giving top priority for the development of IT facility in the college campus for better teaching-learning process. The college has the facility of ICT class room. The wi-fi facility is available in all the departments, college office, library and in IQAC room. The institute has purchased different software installed in Computer Lab, some departments, Library (OPAC) and office. Most of the departments have printers for academic use of teachers and students. The Central library is well equipped with IT infrastructure. Mathematics and Computer Science Departments have their own computer labs. Facilities for searching e-database from National Digital Library of India (NDL), INFLIBNET (N-LIST) are also available. A general maintenance of computer, Internet cable and Wi-Fi network, installation of software, maintenance and up-gradation of hardware are done throughout the year and special attentions are taken as when necessary in this respect. The faculty members usually take online classes using the college software when required. It is a very comfortable platform for both the students and teachers. Study Materials are also

provided to the students available at official college website. Many webinars which were organized using online platforms like Google Meet are also available at YouTube platform.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/4.3.1_2022_23.pdf

4.3.2 - Number of Computers

92

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

36.69

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

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

Classroom & Laboratory:

Purchase Register has been maintained by the all lab based departments. To cope up with the newly introduced CBCS syllabus from the session 2017-2018, new instruments are purchased from time to time. Instruction manual for performing the practical experiments properly are provided to the students.

Library:

The library books are kept in bookshelves dedicated to respective subject/paper/topic. An account of visitor is maintained for keeping records for the students, teachers and different stakeholders who visit the library. Journal/Magazine, Periodicals, Daily Newspapers, Employment oriented Newspapers are subscribed on a regular basis and also kept properly. Users are given awareness about digital database like NLIST and NDL. Library books are well stacked following the Dewey Decimal Classification System. Binding of old valuable books are done from time to time.

Sports:

Modern sports equipments are purchased as and when required. Players and student athletes are provided with different essential playing kits and sports equipments from the college. The college has a big play ground and a well maintained Multi-Gym.

Computers:

Utilizing the college fund two computer labs have been established in the Department of Mathematics and Computer Sc. Besides these, Departmental computers are well up graded and protected by antivirus.

Canteen: Food is prepared and served hygienically. It is properly cleaned every day.

College Garden: The College has a team of experienced gardeners to maintain the lawns and flora of the College. NSS volunteers also maintain the college garden.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/4.4.2_2022_23.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1999

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

1102

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	https://sonamukhicollege.ac.in/index.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

569

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

569

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

09

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

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

106

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

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

04

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

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

14

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

There is a Students' Union/Council in the college to represent all the students within the college as well as outside the college to deal with local, state-level and national issues. It goes without saying that it has different sub-committees to deal with various activities of student-life and provide many a services to the students.

With the help of enthusiastic college teachers, the students are empowered with leadership qualities, soft skills etc, so that they can display their talents and understand rules and regulations. Their active and mandatory representation is ensured in various subcommittees such as, Cultural Committee, Sports & Games Committee etc. The Students' Council/Union also has sent their representative in the IQAC core committee and the Governing Body of the college.

Every year Freshers' Welcome is organized by the Students' Council/Union to give a hearty welcome to the new-comers. Again, a warm reception in the form of Freshers' Welcome is also given to the newly-admitted students from their respective departments.

To crown it all, the Students' Council encourages the students to be involved in different types of academic affairs, cultural matters, games and sports, social service and extracurricular activities for the all round development of the students.

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

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

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

32

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

5.4 - Alumni Engagement

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

The Sonamukhi College Alumni Association, registered under the West Bengal ACT (XXVI of 1961) with Registration Number S0033838, plays a vital role in the advancement of the institution. It serves as a reflection of the college, showcasing the professional and personal accomplishments of its former students. Currently, there are 62 registered alumni.

Vision:

The association aims to establish a beneficial connection between current students and alumni.

Mission:

1. Facilitating the exchange of academic and other experiences with current students.
2. Providing guidance and organising activities to enhance students' skills.
3. Offering career advice to present students through distinguished alumni.

Activities:

1. Distinguished alumni regularly share expertise in key areas like soft skill development and career growth.
2. Providing financial assistance to the college.
3. Submitting feedback on curriculum, teaching, research, and extension activities.

4. Involving alumni in extension activities.
5. Recommending the introduction of new skill-oriented courses.
6. Motivating students to participate in community services and outreach programmes to cultivate leadership skills, contributing to national development and integration.

File Description	Documents
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision and Mission:

The vision and mission of the college are redefined keeping in mind the changing trends of the society. They also reflect the commitment to provide knowledge supplemented with values, culture and scientific temper.

The Governing Body and the Principal work together to frame and implement institutional policies.

Various committees, under the Principal's leadership, work for enhancement of the quality of education, improvement of infrastructure and policy implementation to achieve the Vision and Mission of the institution.

Equal Opportunity Cell, ICC, Grievance Redressal Cell, etc. steer the institution towards attainment of the goals of inclusive education.

Finance Committee, Purchase Committee, Academic Committee, Building Committee, and Examination Committee, ensure the maintenance and protection of the goals of inclusive and holistic education, and the interests of students.

The NEP 2020 has pumped in a new spirit and a paradigmatic shift in virtually every aspect of education, both in terms of content and pedagogy - from an increased use of ICT to a renewed thrust in skill enhancement.

File Description	Documents
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/6.1.1_compressed.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralisation and Participative Management:

The institutional governance is characterised by a policy of decentralised participative management with the governing body as the apex policy making body. Autonomy and powers are devolved to the various committees and cells that submit reports and recommendations to the HOI. The departments enjoy substantial freedom in curriculum planning, implementation and delivery. An overview of the manner in which powers are devolved is reflected in the following table reflecting some of the functional committees, cells, clubs, units:

Area

Committees/cell/clubs/units

Academic Affairs

Academic, Routine, Examination

Administrative

Finance, Purchase, Building, Library

Student Affairs

Equal Opportunity Cell, ICC, Anti Raging Cell, Grievance Redressal Cell etc

Cultural & Sports

Cultural, Sports, Magazine

Extension Awareness etc

NCC, NSS, Eco-Club, Training & Placement Cell, Electoral Literacy Club

File Description	Documents
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/6.1.2_2022-23.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

1.Appointment Procedure:

Teaching Staff:

- In case of vacancy against post of Assistant Professor, the college sends requisition to the West Bengal College Service Commission. The recommendation of the Commission is placed in the Governing Body and after its approval appointment letter is issued.
- SACT teachers are appointed by the State Government, though selection is done by the college following all government rules.

Non-Teaching Staff:

- The appointment process of non-teaching staff is conducted in a transparent manner by the college and after approval from the Government, appointments for the various posts are finalised

2. Deployment of Strategic Plan:

- Steps are taken to ensure alignment of the strategic plan to the institutional vision and mission.
- At the beginning of each session, the IQAC prepares the Annual Action Plan. The Finance Committee chalks out the annual budget. The resolutions of the Finance Committee are placed in the Governing Body for approval. The Principal oversees the implementation of the action plans.
- Annual Academic Audit and students' result analysis helps to gauge improvements, innovate and strive for better results.

The Strategic Plan of the Institution has been Implementation of e-Governance in all areas. Through continual efforts of the college administration and involvement of all stakeholders the college has achieved maximal use of ICT in all the aspects of governance

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/6.2.1_2022-23.pdf
Upload any additional information	No File Uploaded

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

College follows the statute of the affiliating Bankura University and the guidelines issued from time to time by the Higher Education Department of the Government of West Bengal.

GOVERNING BODY(GB)

The governing body is the apex administrative body entrusted with the governance of the college. The Principal is the exofficio secretary of the GB. The GB is largely a policy maker. The GB in compliance with the recommendation of IQAC and other statutory as well as non statutory sub-committees takes all the major financial and administrative decisions.

GRIEVANCE REDRESSAL MECHANISM

In this college there is an active Grievance Redressal Mechanism including the Women's cell, Anti-Ragging committee, Prevention of Sexual Harassment Committee and the Grievance Redressal Cell.

SERVICE RULES, PROCEDURES, RECRUITMENT AND PROMOTION POLICIES

For service rules and procedures generally the college is guided by the Bankura University Statutes and the rules of the state government as amended from time to time in this regard. On the basis of the recommendations of WBCSC, Teachers are appointed in substantive posts. If situation demands, the College Management appoints guest teachers. So far the promotion of the substantive teachers is concerned, the Career Advancement Scheme (CAS) of UGC is followed.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://sonamukhicollege.ac.in/organogram/6.2.2%20Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

A. Staff Welfare:

Besides extending all welfare measures instituted by the Government of West Bengal, like GPF, Pensionary benefits, Child Care Leave,

Maternity Leave, Paternity-cum-Child Care Leave, Medical Leave, Study Leave, Leave Encashment, Gratuity, LTC, West Bengal Health Scheme (for substantive teachers), SwasthyaSathi scheme, the institution has initiated several staff-welfare schemes of its own

- The SonamukhiCollege Employees' Credit Cooperative Society,, has membership of all Full Time Teachersand non-teaching staff. It provides short term loans at a nominal interest rate.
- A consolidated salary advance is offered to newly appointed staff-members till the regularisation of pay by HED, Government of West Bengal.
- Interest-free Festival Advance, adjustable in 10 EMIs, is offered to staff-members
- A seed money is extended, on application, to teachers for undertaking research work upto Rupees 1 lakh at a time per tracher

File Description	Documents
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/6.3.1_2022%2023%20compressed.pdf
Upload any additional information	View File

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

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

07

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes

organized by the institution for teaching and non teaching staff during the year**01**

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year****04**

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

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**Performance Appraisal:****Performance Based Appraisal System (PBAS) for teaching staff:**

- It is obligatory for the faculty members to fill and submit yearly self appraisal reports to the HoI. The Self Appraisal Report records the number of classes allotted and taken by the teacher.
- Biometric attendance records are maintained along with physical registers and are taken into account for the appraisal.
- All the above, along with the student feedback analysis and Annual Academic Audit (since 2020-21), are taken into account by the administration and IQAC for promotion and motivation to improve upon their performances.

Appraisal of non teaching staff:

- Performance of non teaching staff is monitored by the HoI.
- Attendance records are maintained through the biometric registers along with physical ones.
- Feedback from students on the office helps to identify the lacunae and necessary steps are taken.

Career Development:

- CAS for substantive teachers is based on PBAS and guidelines of the state government and UGC. SACT II teachers are also extended the opportunity to upgrade their qualifications for promotion under the guidelines of the state government.
- The promotion of non-teaching staff is linked to service tenure and/or selection procedure of the state government.

File Description	Documents
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/6.3.5_2022_23.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Financial Audits:

- The institution conducts financial audits (internal and external) regularly. The statutory (external) auditor is

appointed by Government of West Bengal, while the Internal Audit is carried out by auditors appointed by the GB.

- Audit objections and recommendations are duly complied with.
- Internal audits have been completed till 2021-22. However, the statutory audit for the last two financial years could not be conducted owing to the absence of any recommendation/appointment of auditors by the Government of West Bengal.

File Description	Documents
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/6.4.1_2022_23%20FINAL.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

10,000/-

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

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

A. Resource Mobilisation:

The institution explores an array of resource pools for the mobilisation of financial and other resources. Some of the major sources are listed below:

- Grant-in-aid received from Government of West Bengal to meet expenses under the salary head.
- Admission, Development, Monthly Tuition fees, etc. receivable from students

- Donations from philanthropes, staff-members, alumni and persons interested in education.
- Application for installation of roof-top solar panels to Ministry of Non-Conventional and Renewable Energy, Government of West Bengal.
- Infrastructure development funds from Government of West Bengal.
- The Finance Committee, Building Committee, Purchase Committee work in tandem for the institution takes all possible measures for mobilisation of funds - from applications to authorities and persons to timely data entries in portals and submission of UCs for further grants.

B. Resource Utilisation:

- The utilization of resources is given top priority and is monitored by the Finance Committee, which prepares annual budgets and recommends other resource utilisation plans to the GB for its final approval.
- All expenditure pertaining to the development of the institution and the activities of the various cells/committees/departments are approved by the GB upon recommendations of the Finance Committee.
- Online payment is usually preferred to cheque transactions to avoid travel expenses, etc.
- All standard rules related to purchase, construction, renovation, etc. - from inviting quotations/tenders on college website to e-tenders - are followed.
- Initiatives are taken for timely audit and submission of Utilisation Certificates to sponsoring agencies for disbursement of balance funds etc.

File Description	Documents
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/6.4.3_22-2023.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC plays an instrumental role in promoting measures for institutional functioning towards quality enhancement through

internalization of quality culture and institutionalization of all good practices. It contributes substantially towards the institutionalization of quality assurance strategies and processes. Some of the contributions of the IQAC, in this regard, are:

1. Annual Action Plan is drawn at the start of every session and action taken report displayed in the website through Action Taken Reports (ATR).
2. Every year academic audit is conducted by the Bankura University. Compliance with recommendations thereof is rigorously monitored.
3. There is a structured mechanism for collection and analyses of Feedback from students, alumni, and employers. The analyses are uploaded on the website and compliance is monitored.
4. Institutional Strategic Plan (e-governance in all areas of functioning) are published and incremental developments are monitored.
5. Timely submission of AQAR.
6. IQAC recommends proposals of MoUs with other institutions/ organisations & also coordinates collaborative activities, including teacher-exchange, seminars, FDPs, etc.
7. Maintenance of records pertaining to quality initiatives.
8. New Add-on courses are introduced on recommendation of the IQAC.
9. The IQAC works in unison with other committees and cells for periodic review of teaching learning processes, structures and methodologies of operation, and learning outcomes.
10. Assessment of PO and CO attainment levels was initiated in 2021-22. The same were reviewed and uploaded on the institutional website.

File Description	Documents
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/6.5.1_22-23.pdf
Upload any additional information	View File

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

The IQAC records incremental improvement of various activities through:

- Analysis of Feedback responses and compliance with recommendations thereof to record developments in teaching-learning, resource generation and optimisation, etc.
- Documentation of various programmes/activities leading to quality improvement.
- Result analyses to record improvements.
- ATR to evaluate incremental improvements in quality initiatives.
- Upgradation of IT infrastructure and support facilities/services.
- Increase in the quality and number of extension activities.
- Incremental improvements of Best Practices

File Description	Documents
Paste link for additional information	https://sonamukhicollege.ac.in/images/uploads/action%20taken%20report%2022-23.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sonamukhicollege.ac.in/images/uploads/6.5.3_2022_23%20(The%20institution%20has%20effective%20welfare%20measures%20for%20teaching%20and%20non-teaching%20staff%20Data_compressed.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

College is committed to give education following the idea of gender sensitization among the students. The whole college campus is under the surveillance of CCTV to prohibit any types of nuisances. The college authority issues identity cards to all the students and staff of this college for integrity and security. There are separate wash rooms for the girls and female staffs. Although an Anti-ragging cell is prevailing in the campus, but yet no such incidence of ragging happened. There is a internal complaints committee (Vishakha Cell) to aware the girl-students about their legal rights and privileges. The college provides two common rooms, one for the Boys and another one for Girls. The common rooms have been designed to give students a place to study, for personal discussions and to relax. For emergency and urgency one napkin-vending machine has been installed inside the Girls' Common Room. There is a day care centre for our female staff and students, where they can arrange to keep their baby with their nearer good female attendant. During 2022-23 International women's day has been celebrated through a gathering with the students as well as a hands-on training programme was organized to strengthen the local self-help group women with the techniques of herbal abir preparation. Department of history also organized a seminar on the recent trends of women history to make all the participants aware of the social construct of women.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.sonamukhicollege.ac.in/images/uploads/7.1.1_22_23.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste: Biodegradable waste products originate from college canteen generally, and these are stored in small pit for composting. After certain period, waste products are converted into compost and later it is used as compost fertilizer in plant garden.

Nondegradable solid wastes are generated through routine activities. It includes paper, plastics, glass, metals and packaging materials etc. These wastes are collected and segregated with greatest care at each level and source. Solid wastes are segregated to gather it in separate dustbins based on the recyclability and biodegradability. The institution discourages plastic use in the campus for its betterment.

E-waste: As all the departments use electronic components for teaching and office & library are going through the digitalization process, so generation of electronic waste is a normal phenomenon. Outdated /damaged and non-repairable electronic articles are treated as e-wastes which include computers, printers, routers, mouse, UPS, CCTV cameras, photocopiers etc. These are stored in separate room.

Liquid Waste: Liquid waste is generated by: (i) Sewage Waste (ii) Canteen Waste Liquid waste is generated during food preparation from the Canteen and from the laboratories and washrooms which is safely disposed of through internal sewage system connected to the Sonamukhi Municipality sewage line.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://sonamukhicollege.ac.in/images/uploads/7.1.3%202022%2023.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

College takes various efforts to provide/ create an inclusive environment by bringing students and staff with diverse background on a single platform through the celebration of Saraswati Puja, Navin-Pravin Milan Utsav etc. Again, college declares holidays for racial and cultural harmony on Chhat Puja, Muharam, Eid and in local festival 'Machchab' or ManohardasMahotsav. Being impartial about one's racial and religious background the college has established Equal Opportunity Cell (SC, ST, OBC and Minority cell) for fair treatments. Irrespective of diversities from different angles the college implements uniform code of conduct for all. To maintain the harmony, NSS and NCC units of the college play a vital role. They celebrate different commemorative days, like Independence Day, Republic Day, International Yoga Day, NSS Day, etc. The volunteers of said units campaign against use of tobacco, AIDS etc. and organize blood donation camp irrespective of religion, caste, class and creeds. The students and staff participate in these campaigns and programme. In 2022-23 seminar was organized on Anti-corruption and ethical issues from the perspective of today's youth.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Apart from imparting academic teaching and learning, different departments of the college take initiatives with full enthusiastic to inculcate the noble practice to be a good and valuable citizen by celebrating every year the Republic Day, Independence Day, 25th January National Voters' Day, etc. For propagation and consciousness among the students various types of co-curricular activities like drill, parade, expert talks, photography, Essay writing, poster and slogan making competitions, even legal aid and legal awareness programmes are arranged. So the students become well aware about their constitutional rights like right to education, equality, freedom of speech and expression. In 2022-23 seminar was organized on Anti-corruption and ethical issues from the perspective of today's youth. One student stood first in state level debate competition organized by election commission of India.

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

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates / organizes national and international commemorative days, events and festivals

Sonamukhicollege commemorates the following days:

SlNo.

Event

Date

1

BaisheShrabon (Remembrance of Rabindranath Tagore)

8/8/2023

2

Independence Day

15/8/2023

3

College Foundation Day

17/8/2023

4

NSS Day

24/9/2023

5

Birthday of PanditIshwar Chandra Vidyasagar

26/9/2023

6

World Aids Day

01/12/2023

7

Youth Day

12/01/2023

8

Netaji Birthday Celebration

23/01/2023

9

Republic Day Celebration

26/01/2023

10

International Mother Language Day

21/02/2023

11

International Women's Day

08/03/2023 (Celebrated on 09/03/2023)

12

RabindraJayanti

09/05/2023 and 10/05/2023

13

NazrulJayanti

26/05/2023

14

World Environment Day

05/06/2023

15

International Yoga Day

21/06/2023

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

7.2 - Best Practices

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

In the session 2022-2023 our college performs the following two as the best practices:

1. Creation of Roof-Top Garden.

To lessen the suffering of our beloved students as well as the faculties, the innovative think tank of our college planned the plan of roof-top gardening as the presence of the shrubs, herbs, climbers and creepers will surely create shadow on the roof and thus will bring solace and succor to the people under it.

Four months have been successfully passed since the creation of the roof-top garden. Now, it goes without saying, it is an evidence of success, a matter of glory. It adds a golden feather to the golden crown of Sonamukhi College. It is surely a matter of pride as very few colleges of West Bengal boast of roof-top garden.

1. Provision of Educational Tour for all the Departments.

From the session 2022-23, all the departments were encouraged to conduct educational tour for their departmental students to offer an opportunity to them to know the unknown, to see the unseen and to touch the untouched.

The joy of the students who took part in the educational tour, knew no bounds visualizing the dazzling things, re-creative occurrences and astonishing episodes at the spot of the excursion. The glittering faces, saturated minds and dancing heart of the students brought a waft of fresh air that contented our heart. It was the happiest moment to them and to us also.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The educational success of pupils is a priority of Sonamukhi College, which promotes diversity and society. Our institutional distinctiveness lies in the fact that due to its locational status where a significant student population hails from financially backward and weaker sections, our primary target and challenge is to provide our students with the opportunity for Higher Education at a minimum financial cost. The academic committee develops the academic calendar far in advance before the start of the session/semester since the college is particularly interested in supporting individual commitment to students' academic performance. Over the past few years, numerous efforts have been undertaken to transform the teaching and learning environment into one that emphasizes activity-based learning. When necessary, the teaching staff adapts the teaching methodology through the use of PowerPoint presentations. Our college offers a number of certificate courses with the intention of educating our students in areas outside of the curriculum and, as a result, providing them with additional work opportunities. A teacher-trainer was engaged who regularly instructed and guided the class's participants in the fundamentals of Vedic chanting in order to achieve the course's goal of Vedic Chanting. A qualified instructor was also engaged for the yoga course, and he trained the pupils consistently and uninterruptedly for three months. Another outstanding accomplishment of our college is the alumni association, which not only actively participates in

our college's numerous academic and extracurricular programmes, but also generously contributes financially.

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

7.3.2 - Plan of action for the next academic year

- Upgradation of the classroom.
- Procurement of more books.
- To increase employability among the students through technical skills.
- To improve the infrastructure of the college by making provision of one ICT enriched classroom for each department for pursuit of better academic atmosphere.
- To improve the condition of lab-based departments.
- To create some substantive teaching posts and some nonteaching posts as well.
- To mobilize general funds for the improvement of the developmental activities of the college.
- To increase the number of skill based training activities.