Sammilani Mahavidyalaya

E.M. Bypass, Baghajatin, Kolkata - 700094. Ph. No. 033 24626869
Email ID: principal.sammilani@gmail.com

CRITERION - VI

Governance, Leadership and Management

QnM: 6.5.2 - Quality assurance initiatives of the institution include:

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

Sammilani Mahavidyalaya

E.M. Bypass, Baghajatin, Kolkata - 700094. Ph. No. 033 24626869
Email ID: principal.sammilani@gmail.com

NIRF REPORT
ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) 2021-22
ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) 2022-23
AISHE CERTIFICATES

SammilaniMahavidyalaya

E.M.Bypass,Baghajatin,Kolkata-700094.Ph.No.03324626869 Email ID: principal.sammilani@gmail.com

NIRF REPORT

National Institutional Ranking Framework

Ministry of Education

Government of India

Welcome to Data Capturing System: COLLEGE

Submitted Institute Data for NIRF'2024'

Institute Name: Sammilani Mahavidyalaya [IR-C-C-11948]

Sanctioned (Approved) Intake

Academic Year	2022-23	2021-22	2020-21	2019-20	2018-19	2017-18
UG [3 Years Program(s)]	1218	1218	1218	-	-	-

Total Actual Student Strength (Program(s) Offered by Your Institution)

(All programs of all years)	No. of Male Students	No. of Female Students	Total Students	Within State (Including male & female)	Outside State (Including male & female)	Outside Country (Including male & female)	Economically Backward (Including male & female)	Socially Challenged (SC+ST+OBC Including male & female)	No. of students receiving full tuition fee reimbursement from the State and Central Government	No. of students receiving full tuition fee reimbursement from Institution Funds	No. of students receiving full tuition fee reimbursement from the Private Bodies	No. of students who are not receiving full tuition fee reimbursement
UG [3 Years Program(s)]	1256	914	2170	2170	0	0	0	1429	0	0	0	1429

Placement & Higher Studies

UG [3 Years Program(s)]: Placement & higher studies for previous 3 years

Academic Year	No. of first year students intake in the year	No. of first year students admitted in the year	Academic Year	No. of students graduating in minimum stipulated time	No. of students placed	Median salary of placed graduates(Amount in Rs.)	No. of students selected for Higher Studies
2018-19	1218	970	2020-21	748	13	72000(Seventy two thousand)	48
2019-20	1218	951	2021-22	603	2	258000(Two lakh fifty eight thousand)	48
2020-21	1218	812	2022-23	589	14	132240(One lakh Thirty two thousand two hundred forty)	156

Financial Resources: Utilised Amount for the Capital expenditure for previous 3 years

Academic Year	2022-23	2021-22	2020-21
	Utilised Amount	Utilised Amount	Utilised Amount
Annual Capital Expenditure on Academic Activities and Resources (excluding expenditure on buildings)			
Library	105230 (One Lakh Five Thousand two hundred thirty)	46856 (forty six thousand eight hundred fifty six)	7756 (Sevan thousand Sevan hundred fifty six)
New Equipment for Laboratories	196419 (One lakh ninety six thousand four hundred nineteen)	12154 (Twelve Thousand one hundred fifty four)	26000 (Twenty Six Thousand)
Other expenditure on creation of Capital Assets (excluding expenditure on Land and Building)	765307 (Seven Lakh sixty five thousand and seven)	304061 (Three lakh Four Thousand sixty one)	278124 (Two Lakh seventy eighty thousand one hundred twenty four)

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

Financial Resources: Utilised Amount for the Operational expenditure for previous 3 years

Academic Year	2022-23	2021-22	2020-21
	Utilised Amount	Utilised Amount	Utilised Amount
Annual Operational Expenditure			
Salaries (Teaching and Non Teaching staff)	81090169 (Eight Crore Ten lakh Ninety Thousand one hundred sixty nine)	79579550 (Seven crore ninety five lakh seventy nine thousand five hundred fifty)	81334289 (Eight crore Thirteen lakh thirty four thousand two hundred eighty nine)
Maintenance of Academic Infrastructure or consumables and other running expenditures(excluding maintenance of hostels and allied services,rent of the building, depreciation cost, etc)	881295 (Eight lakh eighty one thousand two hundred ninety five)	759224 (Seven lakh fifty nine thousand two hundred twenty four)	309132 (Three lakh nine thousand one hundred thirty two)
Seminars/Conferences/Workshops	76000 (Seventy six thousand)	7000 (Seven Thousand)	15100 (Fifteen thousand one hundred)

PCS Facilities: Facilities of physically challenged students

1. Do your institution buildings have Lifts/Ramps?	Yes, less than 40% of the buildings
2. Do your institution have provision for walking aids, including wheelchairs and transportation from one building to another for handicapped students?	Yes
3. Do your institution buildings have specially designed toilets for handicapped students?	Yes, more than 40% of the buildings

Accreditation

NAAC Accreditation

1. Does your institute have a valid NAAC Accreditation?	YES

Faculty Details

Srno	Name	Age	Designation	Gender	Qualification	Experience (In Months)	Currently working with institution?	Joining Date	Leaving Date	Association type
1	Chandan Kumar Jana	55	Dean / Principal / Director / Vice Chancellor	Male	Ph.D	6	Yes	04-07-2023	--	Regular
2	Ruma Chakraborty	54	Associate Professor	Female	Ph.D	312	Yes	11-08-1997	--	Regular
3	Ananda Mukherjee	55	Associate Professor	Male	Ph.D	332	Yes	06-11-1997	--	Regular
4	Banani Gangopadhyay	61	Associate Professor	Female	M.A	288	Yes	09-07-1999	--	Regular
5	Uttam Kumar Ghosh	55	Associate Professor	Male	Ph.D	276	Yes	01-03-2000	--	Regular
6	Shefali Pal	61	Associate Professor	Female	Ph.D	264	Yes	01-07-2000	--	Regular
7	Paromita Dasgupta	60	Associate Professor	Female	Ph.D	264	Yes	17-01-2001	--	Regular
8	Sumila Das	57	Associate Professor	Female	Ph.D	264	Yes	15-02-2001	--	Regular
9	Srikanta Malakar	48	Associate Professor	Male	Ph.D	264	Yes	12-05-2001	--	Regular
10	Sharmila Chakraborty	51	Associate Professor	Female	Ph.D	264	Yes	08-08-2001	--	Regular
11	Sudeshna Basu	51	Assistant Professor	Female	M. Phil	240	Yes	01-09-2003	--	Regular
12	Sangita Dey Sarkar	47	Associate Professor	Female	M. Phil	264	Yes	01-09-2003	--	Regular
13	Swagata Saha Sau	50	Assistant Professor	Female	M.Tech	216	Yes	09-03-2006	--	Regular

Principal
Sammilani Mahavidyalaya
E M Bypass, Baghajatin
Kolkata - 700 094

14	Kamonasish Mistry	43	Assistant Professor	Male	M.Sc.	216	Yes	26-05-2005	--	Regular
15	Debashish Roy	47	Assistant Professor	Male	M.Sc.	216	Yes	01-06-2005	--	Regular
16	Lupsy Mohanty Roy	48	Assistant Professor	Female	M. Phil	204	Yes	13-12-2006	--	Regular
17	Mrinal Chandra Haldar	53	Assistant Professor	Male	Ph.D	204	Yes	17-01-2007	--	Regular
18	Kasturi Kar	42	Assistant Professor	Female	M. Phil	180	Yes	01-09-2008	--	Regular
19	Kalpana Santra	60	Associate Professor	Female	Ph.D	180	Yes	05-11-2008	--	Regular
20	Mousumi Das	41	Assistant Professor	Female	M.Sc.	156	Yes	29-04-2010	--	Regular
21	Malay Roy	39	Assistant Professor	Male	Ph.D	156	Yes	12-05-2010	--	Regular
22	Marisha Chakrabarti	38	Assistant Professor	Female	Ph.D	84	Yes	03-09-2014	--	Regular
23	Ranjit Shaw	41	Assistant Professor	Male	M.A	84	Yes	03-11-2016	--	Regular
24	Brototi Mondal	36	Assistant Professor	Female	M.Tech	84	Yes	21-11-2016	--	Regular
25	Partha Sarathi Bhattacharya	33	Assistant Professor	Male	Ph.D	72	Yes	18-01-2017	--	Regular
26	Sipra Tudu	44	Assistant Professor	Female	M. Phil	72	Yes	01-03-2017	--	Regular
27	Pavel Moni	34	Assistant Professor	Female	M. Phil	72	Yes	29-04-2017	--	Regular
28	Ujjal Saren	31	Assistant Professor	Male	M.Sc.	60	Yes	23-12-2019	--	Regular
29	Anasua Mandal Banerjee	43	Other	Female	M.A	224	Yes	18-11-2004	--	Regular
30	Anindita Guha	47	Other	Female	Ph.D	192	Yes	08-07-2007	--	Regular
31	Arindam Saha	40	Other	Male	M.Tech	192	Yes	14-11-2007	--	Regular
32	Arundhuti Mukherjee	42	Other	Female	M. Phil	159	Yes	04-01-2010	--	Regular
33	Aryoma Chakrabarti	39	Other	Female	M.Sc.	185	Yes	08-02-2008	--	Regular
34	Bidyapati Sahoo	45	Other	Male	M.Tech	183	Yes	15-09-2008	--	Regular
35	Bipan Dutta	39	Other	Male	Ph.D	190	Yes	01-02-2008	--	Regular
36	Debasish Kundu	44	Other	Male	M.Tech	188	Yes	01-04-2008	--	Regular
37	Gouranga Debnath	47	Other	Male	LLM	195	Yes	19-09-2007	--	Regular
38	Kalyan Bhattacharyya	55	Other	Male	M.Sc.	277	Yes	01-06-2000	--	Regular
39	Mahuya Biswas	51	Other	Female	M.A	184	Yes	01-08-2008	--	Regular
40	Orndrila Bhattacharya	44	Other	Female	M.COM	231	Yes	09-09-2004	--	Regular
41	Pamela Dutta Roy	43	Other	Female	M.Sc.	184	Yes	01-08-2005	--	Regular
42	Panchali Mukherjee	46	Other	Female	M. Phil	221	Yes	01-07-2005	--	Regular
43	Rituparna Chatterjee	45	Other	Female	M.Sc.	163	Yes	05-01-2010	--	Regular
44	Rudranil Bhattacharjee	46	Other	Male	M.A	257	Yes	07-09-2002	--	Regular

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

45	Sharmistha Sur	46	Other	Female	M.COM	186	Yes	09-08-2008	--	Regular
46	Shibani Bhattacharya	61	Other	Female	M.A	258	Yes	01-09-2002	--	Other
47	Anjan Dutta	49	Other	Male	M.Sc.	268	Yes	01-08-2001	--	Regular
48	Suchandra Das	38	Other	Male	M.Tech	185	Yes	15-09-2008	--	Regular
49	Sumit Pal	44	Other	Male	M.Sc.	215	Yes	25-08-2005	--	Regular
50	Sunandana Mukherjee	37	Other	Female	M.Tech	173	Yes	11-02-2009	--	Regular
51	Subrata Roy	49	Other	Male	M.A	174	Yes	11-08-2009	--	Regular
52	Achintya Pramanik	35	Other	Male	M.Sc.	106	Yes	12-09-2014	--	Regular
53	Agnishwar Chakraborty	30	Other	Male	M.A	63	Yes	12-09-2018	--	Regular
54	Dibyendu Sarkar	40	Other	Male	M.A	113	Yes	03-09-2014	--	Regular
55	Dipannita Parial	38	Other	Female	Ph.D	91	Yes	01-08-2016	--	Regular
56	Durba Ganguly	36	Other	Female	Ph.D	65	Yes	06-09-2018	--	Regular
57	Ipsita Sen	33	Other	Female	M.Sc.	88	Yes	28-10-2016	--	Regular
58	Krishnendu Aich	36	Other	Male	Ph.D	65	Yes	04-09-2018	--	Regular
59	Madhuwrita Saha	33	Other	Female	M.Sc.	84	Yes	10-09-2015	--	Regular
60	Megh Baran Haiti	33	Other	Male	M.A	37	Yes	25-11-2016	--	Regular
61	Monolina Sarkar	35	Other	Female	Ph.D	63	Yes	27-08-2018	--	Regular
62	Rahul Sengupta	38	Other	Male	M.A	144	Yes	09-09-2011	--	Regular
63	Sayantani Kar	29	Other	Female	M.Sc.	52	Yes	21-08-2018	--	Regular
64	Senjuti Banik	34	Other	Female	Ph.D	39	Yes	06-09-2018	--	Regular
65	Sukanya Mukherjee	33	Other	Female	Ph.D	39	Yes	01-09-2018	--	Regular
66	Sukti Sen	53	Other	Female	M. Phil	180	Yes	01-08-2008	--	Regular
67	Ananya Kumar Kundu	28	Other	Male	M.Sc.	64	Yes	21-08-2018	--	Regular
68	Bibek Manna	32	Other	Male	M. Phil	84	Yes	19-08-2016	--	Regular
69	Debdutta Chakraborty	31	Other	Male	M.A	64	Yes	29-08-2018	--	Regular
70	Raju Halder	39	Other	Male	Ph.D	142	Yes	01-02-2011	--	Regular
71	Rajyeswar Sardar	33	Other	Male	M. Phil	108	Yes	03-09-2014	--	Regular
72	Saheli Ghosh	37	Other	Female	M.Sc.	144	Yes	01-09-2011	--	Regular
73	Keya Saha	34	Other	Female	M.Sc.	96	Yes	03-09-2015	--	Regular
74	Sampa Mandal	39	Other	Female	Ph.D	132	Yes	16-08-2012	--	Regular
75	Sandipan Mallik	29	Other	Male	M.Sc.	58	Yes	02-02-2019	--	Regular

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

76	Nayan Roy	33	Other	Male	M.A	53	Yes	05-02-2019	--	Regular
77	Partha Pratim Roy Chowdhury	30	Other	Male	M. Phil	85	Yes	04-11-2016	--	Regular
78	Suvankar Mondal	42	Other	Male	M.COM	216	Yes	05-08-2005	--	Regular
79	Abhedananda Bhattacharya	41	Other	Male	M.Sc.	192	Yes	14-09-2007	--	Regular
80	Sannak Dutta Roy	36	Other	Male	Ph.D	108	Yes	24-10-2016	--	Regular
81	Swastik Mukherjee	33	Other	Male	M.Sc.	96	Yes	17-09-2015	--	Regular
82	Mamata Sarkar	62	Other	Female	M.A	25	Yes	21-11-2021	--	Other
83	Chitta Ranjan Chanda	74	Other	Male	Ph.D	312	Yes	01-07-1997	--	Other
84	Tamasa Sarangi	39	Other	Female	M. Phil	7	Yes	01-12-2022	--	Regular

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

SammilaniMahavidyalaya

E.M.Bypass,Baghajatin,Kolkata-700094.Ph.No.03324626869 Email ID: principal.sammilani@gmail.com

Academic and Administrative Audit (AAA) 2021-22 REPORT

Sammilani Mahavidyalaya

Report on

ACADEMIC AND ADMINISTRATIVE AUDIT

(AAA)

Academic Session: 2021-22

E.M. Bypass, Baghajatin, Kolkata - 700094. Ph. No. 033 24626869
Email ID: principal.sammilani@gmail.com

SAMMILANI MAHAVIDYALAYA, KOLKATA - 700094

ACADEMIC AND ADMINISTRATIVE AUDIT 2021-22

Preface

Improvement of academic plans, programmes and activities not only requires wholehearted participation of all the stake-holders but also sincere self-introspection of them at the institutional level. In an academic institute of higher education, cooperation of administration plays a pivotal role in achieving that goal. The Internal Quality Assurance Cell (IQAC)jointly with the Academic Council of this institution, believing in the lines, proposed conducting Academic and Administrative Audit (AAA) for improvement of teaching-learning activities, related infrastructure, facilities and strengthening related services.

In the process of self-study of the AAA, faculty and peer reviewers all focused on a common goal: to improve quality of teaching-learning that results in student progression and enhances their skill and success. The process included structured conversation and exchange of dialogues between all the stakeholders and peer reviewers, inspection of infrastructure, resources and facilities available in the institution, scrutiny of relevant data, documents, records and registers. All the members also note opportunities for improvement during the self-study phase and to identify good initiatives as well as weaknesses.

The AAA report was written by the peers called the Audit Team following their visit to the institution and interacting with all the stakeholders. Since the report aims at conducting an exercise of self-introspection it included commendation, affirmations and recommendations for continuous and sustainable improvement in the academic affairs and administration.

Audit definition: AAA is a systematic process of planning, executing, monitoring and reviewing various components of the **Institutional Systems (IS)** – with the objective of assessing current achievement and non-achievement of the IS and recommends additional actions to be taken and several corrective and preventive measures for quality improvement through successive **Audit Cycles (AC)**.

Audit Period: This report refers to the audit of Academic and Administrative functions and facilities of the institution for the period of 2021-22 and the report henceforth be referred to as AAA

Audit Date: The audit exercise was conducted on 25th and 26th August 2023

Audit Report: The audit report was submitted on 30th Sept. 2023

Audit Team: The AAA was conducted by a team of experts in the field of Higher Education

Dr.Tilak Chatterjee, Principal, Bankim Sardar College, South 24 Parganas

Dr.Ramkrishna Prasad Chakraborty, K.K. Das College, South 24 Parganas

The AAA exercise was facilitated by:

Dr.Chandan Kumar Jana, Principal, Sammilani Mahavidyalaya, Kolkata

Smt. Sangita Dey Sarkar, IQAC Coordinator, Sammilani Mahavidyalaya

Shri Uttam Ghosh, Dr.Marisha Chakraborti, Shri Ujjal Saren, Jt.Conveners, Academic Council, Sammilani Mahavidyalaya

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

Dr.Tilak Chatterjee 30/9/2023
Principal
Bankim Sardar College

Dr.Ramkrishna Prasad Chakraborty
Principal
K.K. Das College

Dr.Chandan K. Jana 30/9/23
ChakrabortiPrincipal Council
Sammilani Mahavidyalaya

Smt. Sangita Dey Sarkar 30/9/23
IQAC Coordinator
Sammilani Mahavidyalaya

Shri Uttam Ghosh, Dr. Marisha Chakrabarti 30/9/23
Shri Ujjal Saren, Jt.Conveners, Acad.
Sammilani Mahavidyalaya

Profile of the College

Sammilani Mahavidyalaya, Kolkata established in 1996 is a co-education degree college of Arts Commerce and Science andaffiliated to the University of Calcutta. The college is situated in the southernmost fringe of Kolkata adjoining South 24 Parganasat a very convenient location and well connected by bus, train and metro-rail. Most of its students come from south-eastern parts South 24 Parganas and southern part of Kolkata. A considerable percentage of them belong to the families with weak financial background.

On the 1st of June 2003, the University Grants Commission recognized Sammilani Mahavidyalay U/S 2f and 12 B of the UGC Act.1956 to enable to receive financial assistance. The college had been accredited by NAAC in 2005 with B grade then in 2016 with B++ grade. It had also earned recognition of the Government of West Bengal as the 'young college with potential toexcel'in the year 2005.It was assessed by the Department of Higher Education, Govt. of West Bengal in January, 2010 under the State Level Assessment Programme (SLAP). Later on, had been awarded with the Performance Cum Need Based Incentive Scheme in June 2010. It has also earned ISO 9001: 2015 Certification for Quality Management System and Quality Audits—Environment Audit, Green Audit and Energy Audit.

The Internal Quality Assurance Cell and the Academic Council of the college jointly have conducted internal academic and administrative audit for the year 2021-22 in May Junein order to improve the quality of teaching-learning process and to augment related resources and infrastructure. They have been sincere to identify the strength and weaknesses in the process and activities.

AUDIT DOMAIN

DOMAIN I – ENDOWMENT AUDIT

Question 01. Whether or not teaching faculties are adequate as per the requirement

YES. The overall Teacher-Students Ratio is 1:24.5. However, in some departments like Bengali , Education, Microbiology it is not adequate the numbers of students are higher compared to other departments.

Question 02. Whether or not non-teaching staff are adequate as per the requirement

YES. However, the permanent posts of Head Clerk, Cashier and some other office staff need to be filled up– due to vacancy in the permanent posts considerable amount of work is done by college paid Casual staff *(i.e.* non-teaching staff recruited by the college authority and salary paid from its own fund). Work of the Head Clerk like important report and letter writing is done by the HoI himself.

Question 03. Whether or not infrastructural facilities available for carrying out academic and administrative activities are adequate?

YES. However, it would have been better to have some more classrooms for the existing UG courses under CBCS. More option for subject combination could not be given due to scarcity of classrooms. However, the college authority proposed augmentation of infrastructure like classrooms, computer center, auditorium, smart classrooms, etc. utilizing RUSA 2.0 fund.

Question 04. Whether or not the IT infrastructure are adequate to meet demands of the learners and other activities

Yes. IT infrastructure is adequate to meet demands of the learners, office and administrative jobs. It has 139 desktop computers, three laptops, 05 LCD/LED projectors, 05 smart classrooms and internet in the office, library and in some departments through LAN/WiFi. More IT facilities need to be added for which college authority planed to meet through college funds after construction of the proposed building using RUSA 2.0 fund as proposed in the DPR (2nd Installment) but got interrupted due to COVID-19 pandemic.

Question 05. Whether or not the library facilities available are adequate to meet demands of the learners

Yes. The library features eight dedicated sections including lending, reference, reading rooms, UGC-net resource centre with computers equipped with Wi-Fi, a demonstration area with a projector, circulation, and technical sections. Its learning resources include a vast array of textbooks 20303, reference books (1031), and e-books, with access to over 50,000 e-books and 5,000 e-journals through N-LIST and 102 3journals through DELNET. In addition, there are four daily news papers, two employment related news papers and other periodicals for students, teachers and staff. The Library has subscribed employment news, *Karmakhetra*, *Pratijogita Darpan* and *Pesaprabes*, etc. employment related magazines . The library has complete automation enabling digital management of daily operations such as lending, return, sorting, and tagging of books implementing ILMS KOHA with RFID technology. Library staff are proficient in utilizing this system, ensuring efficient workflows. Every year orientation programs are conducted annually both for new and existing students to acquaint them with how to access library resources. During the COVID-19 pandemic similar orientation programme was conducted online to ensure accessibility to library resources for all college members.

Question 06: Whether or not all the Science departments have adequate laboratory facilities and provision for excursion/field work?

Yes: All the science departments have well equipped laboratories for doing practical classes for students of programme and honours courses. The 'BOOST' funded laboratory of the Microbiology

Principal
Samiran Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

Department is equipped with advanced equipment for teaching-learning as well as for doing research. However, there is a need for computer laboratory for general course students of the department of Computer Science.

The authority helps financially for undertaking excursions, field work and education tours for all the departments.

DOMAIN II – QUALITY INITIATIVE AUDIT

Question 07. Whether or not efforts are taken for

a. curricular development and/or enrichment

YES. Before the commencement of the academic year/semester all the departments make departmental teaching plans that includes a tentative schedule for theory, practical, tutorial/remedial as well as excursion/field work as their curricula following the syllabi of the respective subjects/courses of the affiliating university. All the departments publish Course and Programme outcomes during the beginning classes. They discuss about CO/PO with the students to motivate them. The CO/POs are published in the college website. The academic year is broken up into two semesters as per CBC system and the subject and course-wise syllabus is allotted among the teachers in departmental meetings. This curriculum is designed keeping in mind the mandatory class test, mid-semester examinations to monitor students' progression and the semester-end internal assessment. Practical classes have also been allotted in the curriculum. Some departments like Geography, Zoology, Botany, Microbiology, Mathematics conduct excursion / study tours as a part of their curricula or to broaden the academic horizons beyond what is being taught in the classroom. Though college authority has no scope of altering syllabus of any subject and course for whatever reason (including enrichment), however, it offers improved methodology, like application of ICT, interactive teaching-learning, excursion/study tour, writing projects, departmental seminar, quiz, etc. to disseminate knowledge as part of curricular enrichment.
Many departments have geared up to offer add-on courses in various topics after the COVID-19 pandemic. However, for add-on courses the concerned department and/or the service provider prepare the curricula.

List of add on / certificate /value-added courses in the Academic Session 2021-22

SL. NO.	*COURSE NAME*	*DEPARTMENT*	*Status of the Course*
1	Logical tools and techniques in Mathematics	Mathematics	Completed
2	Machine Learning	Computer Science	Completed
3	Food and Culinary history of India	History	Completed
4	Add on Course on Mental Health Awareness	Education	Completed
5	Basics of Total Station: Advanced Surveying and Mapping tools in Geography	Geography	Completed
6	Certificate course on Yoga	Yoga and Environment awareness subcommittee in	Completed

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

		associations with '*Vivekananda Yoga AnusandhanaSamsthana*'	
7	Drone based Remote Sensing: An advanced mapping technology	Department of Geography in collaboration with Geo Solutions	Completed

b. improving teacher quality and teaching quality

YES. IQAC has made plans for improving teachers' quality in many ways. It aims to keep the teachers well informed about webinars, seminars, workshops and conferences related to their subject of teaching and special interest. Teachers are allowed to take study leave for attending orientation courses, refresher courses, seminars, workshops and faculty development programmes (FDP) for carrying out Ph.D. work. List of Teachers participated in FDP (Professional Development Programmes), Orientation / Induction Programmes, Refresher Course, Short Term Course, Workshops etc. in 2021-22 have been given in **Annexure 1**. In addition, seminars and conferences, workshops, training on using ICT and popular lecture series are organised in the college. During the COVID-19 and afterwards all interested teachers have been allowed to participate in online Refresher Course/Orientation programme. They have also participated with presentation of paper in webinars.
The authority encourages teachers to publish research papers, books, chapters in books which is evident by the fact that a good number of teachers have published their research papers and books or chapters in books (**Annexure 2a & 2b**).

a. Adoption and use of ICT in teaching and learning process

YES. The college authority has five smart classrooms that are equipped with computers and LCD/LED projectors and internet for taking ICT enable classes. Teachers of almost all the departments use the smart classrooms. Public addressing systems and microphones have been installed in large classrooms. For the general students there are computers with internet in the library in addition to computer laboratories of Computer Science, Mathematics, Physics and Commerce departments are accessible their students for computing and surfing. The teachers' rooms of the science departments have computers with internet through LAN/WiFi for teachers for preparing class materials and examination purposes.

During the COVID-19 pandemic, the college has engaged all its students and faculty members in online activities like taking classes, arranging webinars and university examinations. Students have been trained on use of different platforms like Google Meet, Team Link, Zoom, etc. video conferencing apps, Google classrooms, google forms, Facebook streaming, YouTube live etc. In addition, it has subscribed to a paid G-suit and domain through Google email service for organising webinars, storing important information, videos, pictures, etc.

b. Introducing feedback mechanism used

YES. The college authority collects Feedbacks from the students on :

i. completion of syllabi
ii. quality of lesson delivery
iii. sincerity and lesson delivery by the teachers
ii. use of ICT and other interactive methodology

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

iii. learning resources and facilities available for them
iv. laboratory facilities for the students of science departments
vi. course and programme outcome
vii.assessment and examination system
viii. curricular development
ix. add-on courses

The IQAC has been entrusted with to take feedback and analyse fromthe students, alumni, teachers and employers as well. The primary mechanism for ensuring the accomplishment of the curriculum's objectives is continuous and comprehensive feedback. It submitsthe reports to the HoI. The IQAC considers this report to be the chief indicator of performance of teachers and students and uses it to measure the achievements of the college in the context of the stated academic objectives of the institution.

Question 08.Whether or not the college has introduced evaluation methods adopted for internal and external examinations

YES. The external evaluation principles of the institution are entirely determined by the guidelines laid down by the affiliating university, i.e., the University of Calcutta.

However, so far as internal evaluation is concerned, the authority has introduced some measures such as mid-semester and class tests which provide assessment on students' progression by the departments and for the students' opportunity to run through the upcoming university examination. Tutorials, surprise tests and other continuous Institutional evaluation processare conducted by individual teachers within their regular class hours as formative evaluations. Students have been engaged in oral presentation and board work on a regular basis to improve their presentation skill and make them sincere in their study, level of understanding and concentration in the classroom. Even during the pandemic situation all activities have been carried out online. Performance of the students in different tests and examinations are analysed and the outcome conveyed to the students as well as to the authority.

Question 09. Whether or not the institution evaluates and assesses the research facilities and research output in the form of publications and patents.

YES. TheCollege authority provides support the faculty members by endorsing their application for a research grant through the Research and Development sub-committee. It provides research infrastructure and related facilities, evaluates projects for grant mentioning its relevance with teaching-learning, community development, etc. while applying for research funds from various funding agencies, mainly from UGC, CSIR, DBT and DST. As per recommendation of the IQAC, the Governing Body has approved to provide seed money for starting research and extension activities.

Question 10. Whether or not the college has the practice of mentoring system, introduction of remedial classes, bridge courses, guidance for NET/SET and competitive examinations

YES. The college has the practice of mentoring students by their teachers. Students are divided in groups and under their mentors. It has introduced remedial and patch-up classes for deserving students, guidance for general and competitive examinations. Special guidance to the pass-out students for NET/SET is provided by some departmental teachers as and when requested. It has not been a regular practice as the institute does not offers any PG course. In addition, it has a well-established Career Guidance and Placement Cell that arranges training courses for competitive examinations, on communicative English, MS Office, etc.

Question 11. Whether or not the college has introduced programmes of skill development and personality development programmes for the students

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

YES. The Career Guidance and Placement cell under the aegis of IQAC has introduced several programmes on skill development and personality development after COVID 19 pandemic. The some of the courses are:

a) Functional and Communicative English Course
b) Certificate course on Microsoft office
c) Diploma Course on Basic tailoring (specially for female students)– the course has been sponsored by AMBUJA NEOTIA group under their CSR project.
d) Training course for cracking competitive exams.

The Job Fair organised by theCareer Guidance and Placement cell is **praiseworthy** since different participating companies not only offer job but also engage the job aspirants in workshops, short training session on how to prepare for a competitive examination, how to face an interview, and the like.

DOMAIN III – GOVERNANCE AUDIT

Question 11.Whether or not the college has been able to generate funds that is necessary to smooth functioning of the institution

Yes. The college has been generating funds from different resources. It has rented out parts of its premises to a Punjab National Bank, Post Office, Medicine shop and a Xerox centre. In addition, it has MoU with a Vital Waste a company for collection different types of waste and they pay for e-waste, plastic, metal scrap, etc.

The Microbiology department has been awarded with a laboratory development grant from BOOST. The college has established collaboration with Vidysagar University Distance Education Center and Netaji Subhas Open University centre. Corpus funds are also generated for running the centres.

It has received Rs. 1 crore for infrastructure development grant under component 9 from RUSA2.0

It applies for funds from UGC and Higher Education Department, Government of West Bengal and other funding agencies.

In addition to collecting tuition fees as per instruction of the Govt. of West Bengal, university admission, registration, sports and examination, etc. fees of the University of Calcutta the college authority has been successful in mobilizing students and their guardian for different fees as college development fees, electricity fees, infrastructure maintenance fees, IT fees, laboratory fees, etc. for smooth running of the college.

Question 12.Whether or not the college has been able to make optimum utilization of available resources and enhance the fund worthiness

Yes.The grants received from the state government, the UGC and RUSA are utilized in accordance with official notifications and the funds are allocated and disbursed efficiently in terms of the requirements identified by the administration. The college authority has formed sub-committees like Finance Sub-committee, Purchase Sub-committee, Building Sub-committee, etc. for looking after and taking measures for the infrastructural development and their optimum uses. The college authority asks for the requisition from its stakeholders like the departments, students, faculty members and non-teaching staff regarding the requirement for infrastructural development and verify the requirement by the concerned sub-committee, endorse the requisition and forward for approval of the Finance Sub-committee. On approval of the Governing body the Purchase Sub-committee or Building Sub-committee process for inviting tender for purchase/procurement or infrastructure development.

The college authority maintains different stock registers for managing different types of assets and resources. There are logbooks for users of photocopiers, printers, computers and smart classrooms that help optimum use by many users. In addition, the same classrooms are used by different classes at different times for

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

optimum use of infrastructural facilities. The Academic Council makes a routine such as allocating the same classrooms for different classes at different times of a day for their optimum utilization.

Question 13. Whether or not statutory audits are held regularly with or without any statutory objections

Yes. Statutory audits are done regularly with the auditors empanelled by the Higher Education Department, Govt. of West Bengal. However, due to COVID-19 pandemic audit after FY 2017-18 has not been completed since no statutory auditor has been assigned for the audits of the accounts.

Question 14. Whether the Admission process is fair, transparent and equitable

Yes. The admission process adopted by the college authority is fair, transparent and equitable. The entire admission process – from receiving application, preparation of merit lists, e-counseling and finally to make payment of admission fees – all are done online. Therefore, admission is totally free of human intervention and hence fair, transparent and equitable. Merit lists are prepared by the system on the portal as per guidelines of the Higher Education Department and regulation of CU guidelines. Reservation policy of the Govt. India is followed.

Question 15. Whether the IQAC functions with vision and vibrancy

Yes. IQAC is very vibrant and active under the able leadership of its Coordinator. Meetings are held regularly, resolutions are sent for approval of the GB then implemented. Action taken reports are also published at every meeting. It proposes a plan and policy pertaining to overall development of the college including academics, administration, finance and students support system. It uploads updated AQARs on the portal of NAAC within the scheduled time frame. It has organised training for students, faculty members and staff on using different apps for online classes, exams, webinar, etc. IQAC was very active in organising webinars on different subjects during lockdown to prevent spread of COVID-19 pandemic. IQAC of the college also looks after the matter that teachers regularly participate in FDP, OP, Seminars, Workshops, and other research oriented affairs and their promotion under CAS. IQAC also looks after the issues related to students such as safe and pure drinking water, food quality in the canteen, students' grievances (if any), anti-ragging issues and many more.

DOMAIN IV – REGULATION AUDIT

Question 16. Whether or not the college follows the rule of law

YES. The college authority follows all the rules, regulations and orders of both the Governments, UGC, statutes and regulations of the University of Calcutta. In addition, it asks all its stakeholders to follow internal policy framed in accordance with the four regulatory bodies by its highest policy making authority, i.e. the Governing Body.

Question 17. Whether or not the teachers and staff follow the rules of law

Yes. There are well defined codes of conduct for the teachers and staff as perrules and regulations framed by the GB and affiliating university, the governments and UGC. Almost all the teachers are punctual and sincere to their noble profession. In case of violation of the rules and regulations, appropriate disciplinary actions are taken.

Question 18. Whether or not the students follow the rules of law

YES. There are codes of conduct for the students of the college. There are Anti-ragging Cell, Internal Complaints Committee and Grievance Redressal Cell. However, there have been no incident of ragging or

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

sexual harassment. The students are disciplined and obedient and honour all the codes of conduct. The Codes of Conduct are published on the college website, prospectus and displayed in different notice boards.

DOMAIN V – DEPARTMENTAL AUDIT

Question 19.Whether or not departments assess their relative strengths, weaknesses, opportunities and constraints and defines the departmental distinctiveness in terms of several pre-determined audit parameters

Yes: All the departments organise departmental meetings for assessing their strengths, weaknesses, opportunities and threats. They assess completion of syllabus, attendance, progress and performance of the students, infrastructure and resources available based on which their strength, weakness, opportunities and constraints are determined. They submit the information to the appropriate higher authority as IQAC, Academic Council and the Governing Body.

***Question 20.*Whether or not departments make future plans**

YES: Almost all the departments make future plans in teaching-learning, application of ICT, projects to be assigned to the learners, organizing seminar, conference, workshop, training programs inviting resource persons from other HOI. Some departments even chalked out mid-term, class tests and other activities like study tours, excursions, field trips etc. in their plans.

DOMAIN VI – TEACHERS AUDIT

Question 21:.Whether or not college has the mechanism for performance appraisal of teaching and non- teaching staff

Yes: Performance appraisal of teachers is done through their attendance register. All the teachers write down daily activities including number of classes allotted and taken their attendance register that are checked during scrutiny for their promotion under CAS.

Similarly non-teaching staff also write the job diary by themselves in their attendance register. In addition they are asked to attend appraisal meetings with the Principal, GB members and Bursar.

AUDIT PROCESS

The auditors (a panel of HOIs) visited the college, interacted with the office bearers, departments and the library.

The auditors interacted with HODs/Conveners and/Coordinators, teaching and non- teaching staff. They met the students have discussion at length.

The IQAC coordinator placed all documents and data including the 1) Infrastructure Report, 2) Publication Report, 3) Courses & Programmes Report 4) Teaching-learning Report, 5) Report on Quality Initiatives, 6) IQAC Minutes for validation and verification

The Principal also submitted the 1) Annual Internal AAA reports as conducted by the IQAC on relevant parameters, 2) Financial Internal Audit/Management Reports 3) Statutory Financial Audit Reports

The Principal, IQAC coordinator, the HoDs, the Office bearers were put to several audit queries with the objective of appreciating the achievements and introspection on non-achievements of the institution which is summed up in the several observations and recommendations.

Overall Audit Observation & Recommendation

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

The team acknowledges the help and cooperation that have been extended by the IQAC and authority during on site visit.

The endeavour of undergoingAcademic and Administrative Audit by the IQAC is praiseworthy particularly considering COVID-19 pandemic situation that hampered its on-going regular projects and programmes.

Immediate shifting of teaching-learning and evaluation activities on to the virtual platforms through structured routine and providing with adequate IT training to all the stakeholders showed excellent proactive attitude of the authority. Library facility is excellent. Laboratory facilities are adequate.

However, the team likes to recommend the followings:

1) to recruit more permanent teachers and staff
2) to augment ICT infrastructure and facilities like smart classrooms,
2) to engage / encourage higher numbers of teachers in active research and extension activities
3) to encourage teachers to publish research articles in peer reviewed journal
4) to improve computer-student ratio along with internet connectivity for academic activities
5) to offer more add-on /short term/ad-on course
6) to regularize Statutory Financial Audit

Report Authenticated by:

30/09/2023

Dr.Tilak Chatterjee
Principal
BankimSardar College

Principal
Bankim Sardar College

30/09/23

Dr.Ramkrishna Prasad Chakraborty
Principal
K.K. Das College

K. K. Das College GRH-17 B.G.-PATULI P.O.- Garia, Kol-84

Principal
K.K. DAS COLLEGE
GRH-17, Baishnabghata, Patuli
Kolkata-700 084

30/9/23

Dr.Chandan K. Jana
Principal
Sammilani Mahavidyalaya

Principal
Sammilani Mahavidyalaya
E. M. Bypass, Baghajatin
Kolkata – 700 094

30/9/23

Smt. Sangita Dey Sarkar
IQAC Coordinator
Sammilani Mahavidyalaya

Coordinator
IQAC
Sammilani Mahavidyalaya
E. M. By Pass, Baghajatin
Kolkata-700 094

30/9/23

Shri Uttam Ghosh, Dr. Marisha Chakraborti
Shri Ujjal Saren, Jt.Conveners, Acad. Council
Sammilani Mahavidyalaya

Convenor
Academic Council
Sammilani Mahavidyalaya

Annexure 1

List of Facuty and staff members participated in FDP in 2021-22

Participant	Designation	Programme	Date
Dr. Bapan Kumar Maity	Librarian	Faculty Induction Programme	04.10 — 02.11.2021
Pavel Moni	Assistant Professor	Refresher Course in Environmental Studies	25.10 — 09.11.2021
Ranjit Shaw	Assistant Professor	Refresher Course in Environmental Studies	25.10 — 09.11.2021
Partha Sarathi Bhattacharya	Assistant Professor	Faculty Induction Programme	13.11 — 17.12.2021
Brototi Mondal	Assistant Professor	Refresher Course in Environmental Studies and Disaster Management	17 — 30.11.2021
Dr. Srikanta Malakar	Assiociate Professor	One Week National Workshop on Research Promotion, Visibity and Impact: Tools and Techniques	14 — 20.09.2021

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

Annexure 2a

List of Research Articles Published by teachers in the Academic Session 2021-22

Sl.No.	Title of Article & Journal detail	Authors	Dept.	Journal	Yr.	ISSN
1	Gender difference in Mathematics perception among students of Kolkata. *Research Demagogue* , 8(1),Pgs:15-20.	Deb Kumar Halder, **Marisha Chakrabarti,** Pradbir Ghosh	Education	Research Demagogue	2021	2350-1081
2	Fabrication of a new fluorogenic probe for detection of phosgene in solution and vapor phase. *Sensors and Actuators B: Chemical* , 326, pgs: 128837.	Patra,L.;**Aich,K.**;Gharami, S.; Mondal, T. K.	Chemistry	Sensors and Actuators B: Chemical	2021	0925-4005/1873 - 3077(online)
3	Sannashi Fakirandolon:Prakshit Banglauponnyas .*Chaturthabarta* , Vol: XVII, page:273.	**Mrinal Halder**	Bengali	Chaturtha barta	2021	2319-1325
4	A Glimpse into Swami Vivekananda's Philosophy of Religion. *Shodh Sanchar* , Vol: 11, No: 41, pgs: 245-249.	**Bibek Manna**	Philosophy	Shodh Sanchar	2021	2229-3620
5	The Union of the Finite and The Infinite in the Philosophy of Rabindranath. *ShodhSarita* , Vol: 8, No: 29, Pgs: 291-222.	**Bibek Manna**	Philosophy	Shodh Sarita	2021	2348-2397
6	Load balancing in cloud computing using Multi-objective Bio-inspired techniques - A comprehensive study. *International Journal of Advanced Science and Research* , 6(2), pgs: 34-41.	**Brototi Mondal**	Computer Science	International Journal of Advanced Science and Research	2021	2455-4227
7	The tripartite model of Soul: Plato and Freud -A comparative Study. *International Journal of Research in Social Science* ,11(4), Pgs.-199-206.	Sarkar,M.K.,**Sarkar, Sangita Dey**	Philosophy	International Journal of Research in Social Science	2021	2249-2496
8	Acharya Brajendra Nath Seal:The Idea of Universal Religion. *Scholary Research Journals for Interdisciplinary Studies* ,.9(66) ,pgs.15647-15653.	**Sarkar, Sangita Dey,**Sarkar,M.K.	Philosophy	Scholary Research Journals for Interdisciplinary Studies	2021	2278-8808

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

9	Effect of montmorillonite clay on the fluorescence resonance energy transfer between two cationic dyes Acridine Orange and Rhodamine B in solution, transfer between two cationic dyes Acridine Orange and Rhodamine B. *Materials Today: Proceedings*, 46, pgs: 6275–6285.	Utsav Chakraborty, Pradip Maiti, Tanmoy Singha, **Ujjal Saren**, Ala pan Pal, Pabitra Kumar Pau	Physics	Materials Today:Proceedings	2021	2214-7853
10	Interpretation of species habitat relationship and animal interaction through remote sensing with reference to spotted deer and langur population in Kanha National Park, India. *Eco. Env. & Cons*., 27 (1), pgs: 159-167.	**Roy, Debashis**, and Kamonasish Mistry.	Zoology	Eco. Env. & Cons.	2021	0971–765X
11	A new type of fuzzy covering property for fuzzy topological spaces. *Jordan Journal of Mathematics and Statistics*, 14(2), pgs: 197-220.	**Sumita Das** (Basu), M.N. Mukherjee and Prakash Mukherjee	Mathematics	Jordan Journal of Mathematics and Statistics	2021	2075-7905/2227-5487
12	Peace in conflict: an introspection of modern British Society. *RAY: International Journal of Multidisciplinary Studies*, 6(1), page:66.	**Smt. Kasturi Kar**	History	RAY: International Journal of Multidisciplinary Studies	2021	2456-3064
13	Bharatiya Samaj, Shiksha ebong Ramendrasundar Tribedir Chintadharar Prasangikata. *Ebong Prantik, an international refereed Multi Disciplinary*, 5, page: 338.	**Smt. Kasturi Kar**	History	Ebong Prantik, an international refereed Multi Disciplinary Journal	2021	2348-487X
14	The Cultural Politics of "Spring Thunder": The Naxalbari Movement and the Re-framing of Bengali Culture in the 1960s. *International Quarterly for Asian Studies*, 52, Issue: 3-4, pgs: 283-311.	**Samrat Sengupta,** Saikat Maitra	English	International Quarterly for Asian Studies	2021	2566-686X
15	Algae and bacteria consortia for wastewater decontamination and transformation into biodiesel, bioethanol, biohydrogen, biofertilizers and animal feed: a review. *Environmental Chemistry Letters*. 21, Pgs.1585–1609.	Uttpal Anand, Satarupa Dey, **Dipannita Parial**, Stefania Federici, Serena Ducoli, Nanthi S. Bolan, Abhijit Dey & Elza Bontempi.	Botany	Environmental Chemistry Letters	2022	1610-3661

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

16	Developing of Library & Information Science Education in India with special Reference to West Bengal. *"Research Journey" International E- Research Journal*, Issue: 283(A), pgs:106-113.	**Maity, B.K.** & Hatua, S.R.	Library	"Research Journey"International E-Research Journal	2022	2348-7143
17	CSR disclosures of selected Indian companies on Companies Act, 2013-based new CSRD scale. *International Journal of Management and Commerce*, 4(2), Pgs: 81-91.	**Banerjee, O.**, Gupta, A., & Pal, B.	Commerce	International Journal of Management and Commerce	2022	2664-6846/ 2664-6854(online)
18	A Study of CSR Expenditure Between Private and Public Sectors in India during the Pre- and Post-Companies Act,2013. *Business Spectrum*, XII (1),Pgs: 30-47.	**Oindrila Banerjee**	Commerce	Business Spectrum	2022	2249-4804
19	Adsorption of 4-Mercapto Pyridine with Gold Nanoparticles Embedded in the Langmuir–Blodgett Film Matrix of Stearic Acid: SERS, XPS Studies Aided by Born–Oppenheimer on the Fly Dynamics, Time–Resolved Wavelet Transform Theory, and DFT, *ACS Omega*, 7(32), pgs: 27818.	Somsubhra Saha, **Bipan Dutta**, Manash Ghosh and Joydeep Chowdhury	Physics	ACS Omega	2022	2470-1343
20	A honey bee foraging algorithm based load balancing strategy in cloud computing. *International Journal of Advanced Engineering and Technology*, 6(1),pgs: 38-46.	**Brototi Mondal**	Computer Science	International Journal of Advanced Engineering and Technology	2022	2456-7655
21	Effect of silver nanoparticles on nitrogen-cycling bacteria in constructed wetlands. *Nanotechnology for Environmental Engineering*, 7, pgs: 537-559.	**Monolina Sarkar**	Botany	Nanotechnology for Environmental Engineering	2022	2365-6379
23	Respect for Life and Human Dignity. *Scholary Research Journal for Humanity Science & English Language*, 10(51), pgs: 12741- 12746.	Sarkar,M.K.,**Sarkar, Sangita Dey**	Philosophy	Scholarly Research Journal for Humanity Science & English Language	2022	2349-9664

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

24	Is surrogacy a face of Baby selling? *Shikshan Sanshodhan : Journal of Arts, Humanities and Social Science* ,5(6), pgs: 08-11.	**Sangita Dey Sarkar**	Philosophy	Shikshan Sanshodhan : Journal of Arts, Humanities and Social Science	2022	2581-6241
25	Pratinidhitwakari Matritwa Nari Khamotayoner Protik:Kichu Darshonik Proshno o Bichar. *Pratidhwani the Echo* ,10(4),pgs: 56-63.	**Sangita Dey Sarkar**	Philosophy	Pratidhwani the Echo	2022	2278-5264
26	Interaction of hectorite clay with a phospholipidmonolayer at air-saline interface in presence of a fluorescent dye. *Molecular Crystals And Liquid Crystals,* 738 (1), pgs: 31-49.	Tanmoy Singha, **Ujjal Saren**,Pradip Maiti,Utsav Chakraborty,Alapan Pal &Pabitra Kumar Paul	Physics	Molecular Crystals And Liquid Crystals	2022	1542-1406
27	Comparative and Selective Interaction of Amino Acid D-Cysteine with Colloidal Gold Nanoparticles in the Presence of a Fluorescent Probe in Aqueous Medium. *ACS Omega* , 7, pgs: 29013−29026.	Pradip Maiti,**Ujjal Saren**, Utsav Chakraborty, Tanmoy Singha, Sharmistha Paul and Pabitra Kumar Paul	Physics	ACS Omega	2022	2470-1343
28	Geographical Appraisal of COVID-19 in West Bengal, India. *GeoJournal,* 87(4), pgs: 2641-2662.	Biswas, Biplab, Rabindranath Roy, Tanusri Roy, Sumanta Chowdhury, Asish Dhara, and	Geography	GeoJournal	2022	0343-2521/1572-9893(online)

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

Annexure 2b

List of books and chapters in edited volumes/books published in the academic session 2021-22

Sl. No.	Name of the teacher author	Title of the book/chapters published	National / International	ISBN number of the proceeding	Name of the publisher
1	Mrinal Halder	Swadhinat Uttor Banglakotha Sahitye Nimnoborgiochetoner Chromobikash	National	978-81-950973-4-0	Pari, Sonarpur
2	Mrinal Halder	Binsha Sataker Bangla Choto Galpa: Nirmane – Binirmane (A Reference Book of bengali Short Stories)Edited By- Dr. Mrinal Chandra Halder	National	978-81-949432-3	Pari, Sonarpur
3	Lupsy Mohanty Roy	Fighting Out Covid-19 and Its Multidimensional impact in Khuntia Janmejoy and Kaur Sarabjeet(Edt), Academic Publication, Delhi	National	978-93-83931-19-4	Academic Publication, Delhi
4	Lupsy Mohanty Roy	Indian Administration Institutions and Issues Edited by Dr. Nazmul Hussain Laskar	National	978-93-90891-81-8	Authors Press NewDelhi.
5	Sukanya Mukherjee	Refugee Education in South Asia: Policies, Practices, and Implications edited by Mahbub Alam Prodip, Goutam Roy, and Debasish Nandy	National	978-1-53619-459-3	Nova Science publishers
6	Sukanya Mukherjee	Rashtratatya: Drishtibhongi o Bitorko , Edited by Joyprakash Mondal, and Subir Gayen.	National	978-93-90873-68-5	Avenel Press
7	Sunandana Banerjee	Computational Modeling and Data Analysis in COVID-19 Research	International	978-1003137481	CRC Press.
8	Smt. Kasturi Kar	Sahitye Itihas Anweshan,	National	978-81-949432-3-5	Pari Prakashani, Kolkata
9	Lupsy Mohanty Roy	Law and Social Transformation Edited by Dr. Sangeeta Roy(Maitra)	National	978-93-91345-86-0	Satyam Law International, New Delhi

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

10	Lupsy Mohanty Roy	India in the First Two Decades of the 21st Century Society, Polity and COVID-19 Edited by Dr Bimalendu Ghosh and Dr. Kalyan Kumar Sarkar.	National	978-93-91908-97-3	Kunal Books, New Delhi
11	Monolina Sarkar	Response of Field Crops to Abiotic Stress (2022):	International	9781003258063	CRC press. Taylor and Francis
12	Smt. Kasturi Kar	May ether satkahayon	National	978-93-93085-03-3	Kalabati Book Publishing, Kolkata
13	Bapan Kr. Maity	Banglar nari swadhinata sangrami : Jibanpanji by Bapan Kr. Maity and Rajyasree Ray Maity	National	978-93-94806-10-8	Prova Prakashani, Kolkata
14	Dipannita Parial	Sustainable Industrial Wastewater Treatment and Pollution Control. Springer. (pp.31-53)	International	978-981-99-2559-9	Springer
15	Monolina Sarkar	Biology and Biotechnology of Environmental Stress Tolerance in Plants,	International	9781003347132	Apple Academic Press
16	Malay Roy	Dr Malay Roy, A Beginer's Companion of SageMath, (2023)First Edition	National	9.78939E+12	Academic Publishers, Kolkata
17	Bapan Kr. Maity	Information System Management	International	978-1-80355-651-2	Intech Open, London

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

SammilaniMahavidyalaya

E.M.Bypass,Baghajatin,Kolkata-700094.Ph.No.03324626869 Email ID: principal.sammilani@gmail.com

Academic and Administrative Audit (AAA) 2022-23 REPORT

Sammilani Mahavidyalaya

Report on

ACADEMIC AND ADMINISTRATIVE AUDIT

(AAA)

Academic Session: 2022-23

E.M. Bypass, Baghajatin, Kolkata - 700094. Ph. No. 033 24626869
Email ID: principal.sammilani@gmail.com

ACADEMIC AND ADMINISTRATIVE AUDIT 2022-23

Sammilani Mahavidyalaya, Kolkata established in 1996 is a co-education degree college of Arts Commerce and Science and affiliated to the University of Calcutta. The college is situated in the southernmost fringe of Kolkata adjoining South 24 Parganasat a very convenient location and well connected by bus, train and metro-rail. Most of its students come from south-eastern parts South 24 Parganas and southern part of Kolkata. A considerable percentage of them belong to the families with weak financial background.

On the 1st of June 2003, the University Grants Commission recognized Sammilani Mahavidyalay U/S 2f and 12 B of the UGC Act.1956 to enable to receive financial assistance. The college had been accredited by NAAC in 2005 with B grade then in 2016 with B++ grade. It had also earned recognition of the Government of West Bengal as the 'young college with potential to excel in the year 2005.It was assessed by the Department of Higher Education, Govt. of West Bengal in January, 2010 under the State Level Assessment Programme (SLAP). Later on, had been awarded with the Performance Cum Need Based Incentive Scheme in June 2010. It has also earned ISO 9001: 2015 Certification for Quality Management System and Quality Audits—Environment Audit, Green Audit and Energy Audit.

The authority at Sammilani Mahavidyalaya believes improvement of academic plans, programmes and activities not only requires wholehearted participation of all the stake-holders but also sincere self-introspection of them at the institutional level. The Internal Quality Assurance Cell (IQAC) jointly with the Academic Council of this institution, believing in the lines, conducted internal academic and administrative audit for the year 2022-23 in Junein order to improve the quality of teaching -learning activities. They have also proposed conducting Academic and Administrative Audit (AAA) for improvement of teaching-learning activities, related infrastructure, facilities and strengthening related services. The authority is sincere to identify the strength and weaknesses in the process and activities.

Methodology

In the process of self-study of the AAA, faculty and peer reviewers all focused on a common goal: to improve quality of teaching-learning that results in student progression and enhances their skill and success. The process included structured conversation and exchange of dialogues between all the stakeholders and peer reviewers, inspection of infrastructure, resources and facilities available in the institution, scrutiny of relevant data, documents, records and registers. All the members also note opportunities for improvement during the self-study phase and to identify good initiatives as well as weaknesses.

The AAA report was written by the peers called the Audit Team following their visit to the institution and interacting with all the stakeholders. Since the report aims at conducting an exercise of self-introspection it included commendation, affirmations and recommendations for continuous and sustainable improvement in the academic affairs and administration.

Audit definition: AAA is a systematic process of planning, executing, monitoring and reviewing various components of the **Institutional Systems (IS)** – with the objective of assessing current achievement and non-achievement of the IS and recommends additional actions to be taken and several corrective and preventive measures for quality improvement through successive **Audit Cycles (AC)**.

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

Audit Period: This report refers to the audit of Academic and Administrative functions and facilities of the institution for the period of 2022-23 and the report henceforth be referred to as AAA

Audit Date: The audit exercise was conducted on 25th and 26th August 2023

Audit Report: The audit report was submitted on 30th Sept. 2023

Audit Team: The AAA was conducted by a team of experts in the field of Higher Education

Dr.Tilak Chatterjee, Principal, Bankim Sardar College, South 24 Parganas

Dr.Ramkrishna Prasad Chakraborty, K.K. Das College, South 24 Parganas

The AAA exercise was facilitated by:

Dr.Chandan Kumar Jana, Principal, Sammilani Mahavidyalaya, Kolkata

Smt. Sangita Dey Sarkar, IQAC Coordinator, Sammilani Mahavidyalaya

Shri Uttam Ghosh, Dr.Marisha Chakraborti, Shri Ujjal Saren, Jt.Conveners, Academic Council, Sammilani Mahavidyalaya

Signatures:

Dr.Tilak Chatterjee 30/9/2023
Principal
BankimSardar College
Principal
Bankim Sardar College

Dr.Ramkrishna Prasad Chakraborty 30/09/23
Principal
K.K. Das College
Principal
K.K. DAS COLLEGE
GRH-17, Baishnabghata, Patuli
Kolkata-700 084

K. K. Das College GRH-17 B.G.-PATULI P.O.: Garia, Kol-84

Dr.Chandan K. Jana 30/9/23
Principal
Sammilani Mahavidyalaya
Principal
Sammilani Mahavidyalaya
E. M. Bypass, Baghajatin
Kolkata - 700 094

Smt. Sangita Dey Sarkar 30/9/23
IQAC Coordinator
Sammilani Mahavidyalaya
Coordinator
IQAC
Sammilani Mahavidyalaya
E. M. By Pass, Baghajatin
Kolkata-700 094

Shri Uttam Ghosh, Dr. Marisha Chakraborti 30/9/23
Shri Ujjal Saren, Jt.Conveners, Acad. Council
Sammilani Mahavidyalaya
Convenor
Academic Council
Sammilani Mahavidyalaya

AUDIT DOMAIN

DOMAIN I – ENDOWMENT AUDIT

Question 01. Whether or not teaching faculties are adequate as per the requirement

YES. The overall Teacher-Students Ratio remains almost unchanged compared to last year (1:25.5). Recruitment of teachers in some departments like English, Bengali, Education, Microbiology is needed to have good teacher student ratio.

Question 02. Whether or not non-teaching staff are adequate as per the requirement

YES. However, the permanent posts of Head Clerk, Cashier and some other office staff need to be filled up to ease pressure on administration.

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

Question 03. Whether or not infrastructural facilities available for carrying out academic and administrative activities are adequate?

YES. It has been improved compared to last year yet some more classrooms for the existing UG courses under CBCS is required. More option for subject combination could not be given due to scarcity of classrooms. Construction of infrastructure for classrooms, computer centre, auditorium, smart classrooms, etc. needs to be speed up utilizing RUSA 2.0 fund.

Question 04.Whether or not the IT infrastructure are adequate to meet demands of the learners and other activities

Yes. IT infrastructure is adequate to meet demands of the learners, office and administrative jobs. The college authority has dedicated140 desktop computers, 03 laptops, 09 LCD/LED projectors, 09 smart classrooms for the students. In addition, it has internet in the office, library andall the departments through LAN/WiFi.

Question 05.Whether or not the library facilities available are adequate to meet demands of the learners

Yes. The library features eight dedicated sections including lending, reference, reading rooms, UGC-net resource center with computers equipped with Wi-Fi, a demonstration area with a projector, circulation, and technical sections. The authority has added its learning resources to 21189 textbooks, 1183 reference books, and e-books, with access to over 50,000 e-books and 5,000 e-journals through N-LIST and 103 e-journals through DELNET. In addition, there are four daily news papers, two employment related news papers and other periodicals for students, teachers and staff. The Library has subscribed employment news, *Karmakhetra*, *Pratijogita Darpan* and *Pesaprabes*, etc. employment related magazines . The library has installed complete automation enabling digital management of daily operations such as lending, return, sorting, and tagging of books implementing ILMS KOHA with RFID technology. Library staff are proficient in utilizing this system, ensuring efficient workflows. Every year orientation programs are conducted annually both for new and existing students to acquaint them with how to access library resources.

Question 06: Whether or not all the Science departments have adequate laboratory facilities and provision for excursion/field work?

Yes: All the science departments have well equipped laboratories for doing practical classes for students of programme and honours courses. The 'BOOST' funded laboratory of the Microbiology Department is equipped with advanced equipment for teaching-learning as well as for doing research. Two laboratories of the Geography department are well equipped with ICT components. However, there is a need for computer laboratory for general course students of the department of Computer Science.

DOMAIN II – QUALITY INITIATIVE AUDIT

Question 07. Whether or not efforts are taken for

a. curricular development and/or enrichment

YES. All the departments make departmental teaching plans that includes a tentative schedule for theory, practical, tutorial/remedial as well as excursion/field work as their curricula following the syllabi of the respective subjects/courses of the affiliating university. All the departments publish Course and Programme outcomes during the beginning classes. They discuss about CO/PO with the students to motivate them. The CO/POs are published in the college website. The academic year is

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

broken up into two semesters as per running CBCS.The subject and course-wise syllabus is allotted among the teachers in departmental meetings. This curriculum is designed keeping in mind the class test, mid-semester examinations to monitor students' progression and the semester-end internal assessment. Practical classes have also been allotted in the curriculum. Some departments like Geography, Zoology, Botany, Microbiology, Mathematics conduct excursion / study tours as a part of their curricula or to broaden the academic horizons beyond what is being taught in the classroom. Though college authority has no scope of altering syllabus of any subject and course for whatever reason (including enrichment), however, it offers improved methodology, like application of ICT, interactive teaching-learning, excursion/study tour, writing projects, departmental seminar, quiz, etc. to disseminate knowledge as part of curricular enrichment.

Many departments have geared up to offer add-on courses in various topics after the COVID-19 pandemic. However, for add-on courses the concerned department and/or the service provider prepare the curricula. List of add-on courses is given below:

List of add-on/certificate/value-added courses in the academic session 2022-23

SL. NO.	*COURSE NAME*	*DEPARTMENT*	*Status of the Course*
1	Add on course on Teaching and Research Aptitude	Education	Completed
2	Political Representation and Women Right	Political Science	Completed
3	Certificate course on Ethical & Moral Values	Philosophy	Completed
4	Usage of Internet	Political Science	Completed
5	Certificate course on Drama	Cultural subcommittee and Drama club	Completed
6	The Mathematica: Math solver, programmer and drawing tool	Mathematics	Completed
7	Tribal Folk: To remember the Sabar tribe	Bengali	Completed
8	Data Science	Computer Science	Completed
9	Computer Application in Geographical Studies	Geography	Completed
10	Environmental Awareness and Sustainable Development	Microbiology	Completed
11	Basic Safety Practices in Chemistry Laboratory	Chemistry	Completed
12	Basics of Python	Physics	Completed
13	Environmental History: An Analysis	History	Completed
14	Certificate course on functional Sanskrit	Sanskrit	Completed
15	Self Defence training course	Women's Cell	Completed
16	Certificate course on Value Education (Special reference to ***SrimadBhagabad Gita***	Philosophy	Completed
17	Laws of Gender Violence in India	Political Science	Completed
18	CEIT (Communitive English & IT) Course	Career guidance and placement sub-committee and Anudip Foundation	Completed
19	Prospects of Tourism in India: Special reference to Bengal	History	Completed
20	Stress Management	Philosophy	Completed
21	Competitive exam training Course	Career guidance and	Completed

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

		placement sub-committee	
22	Bridge Course on Employability Enhancement	Pune Institute and Business Management (PIBM) & Carier guidance and placement sub-committee	Completed

b. improving teacher quality and teaching quality

YES. IQAC plans for improving teachers' quality in many ways. It aims to keep the teachers well informed about webinars, seminars, workshops and conferences related to their subject of teaching and special interest. Teachers were allowed to take study leave for attending orientation courses, refresher courses, seminars, workshops and faculty development programmes (FDP) for carrying out Ph.D. work. In addition, seminars and conferences, workshops, training on using ICT and popular lecture series are organised in the college. List of Teachers participated in FDP (Professional Development Programmes), Orientation / Induction Programmes, Refresher Course, Short Term Course, Workshops etc. in 2022-23 is given in the Annexure 1.
The authority encourages its faculty members to publish research, books and/or chapters in books that resulted in a good number of publications (Annexure 2a & 2 b).

a. Adoption and use of ICT in teaching and learning process

YES. The college authority has nine smart classrooms fitted with computers and LCD/LED projectors and internet for taking ICT enable classes. Teachers of almost all the departments use the smart classrooms. Public addressing systems and microphones have been installed in large classrooms. For the general students there are computers with internet in the library in addition to computer laboratories of Computer Science, Mathematics, Physics and Commerce departments are accessible their students for computing and surfing. The teachers' rooms of the science departments have computers with internet through LAN/WiFi for teachers for preparing class materials and examination purposes.

In addition, it has subscribed to a paid G-suit and domain through Google email service for organising webinars, storing important information, videos, pictures, etc.

b. Introducing feedback mechanism used

YES. The college authority collects Feedbacks from the students on :

i. completion of syllabi
ii. quality of lesson delivery
iii. sincerity and lesson delivery by the teachers
ii. use of ICT and other interactive methodology
iii. learning resources and facilities available for them
iv. laboratory facilities for the students of science departments
vi. course and programme outcome
vii. assessment and examination system
viii. curricular development

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

ix. add-on courses

The IQAC collected feedback fromthe students, alumni, teachers and employersand analyse. The primary mechanism for ensuring the accomplishment of the curriculum's objectives is continuous and comprehensive feedback. It submits the reports to the HoI. The IQAC considers this report to be the chief indicator of performance of teachers and students and uses it to measure the achievements of the college in the context of the stated academic objectives of the institution.

Question 08. Whether or not the college has introduced evaluation methods adopted for internal and external examinations

YES. The external evaluation principles of the institution are entirely determined by the guidelines laid down by the affiliating university, i.e., the University of Calcutta.

However, so far as internal evaluation is concerned, the authority has been continuing with mid-semester and class tests which provide assessment on students' progression by the departments and for the students' opportunity to run through the upcoming university examination. Tutorials, surprise tests and other continuous Institutional evaluation processare conducted by individual teachers within their regular class hours as formative evaluations. Students have been engaged in oral presentation and board work on a regular basis to improve their presentation skill and make them sincere in their study, level of understanding and concentration in the classroom. Even during the pandemic situation all activities have been carried out online. Performance of the students in different tests and examinations are analysed and the outcome conveyed to the students as well as to the authority.

Question 09. Whether or not the institution evaluates and assesses the research facilities and research output in the form of publications and patents.

YES. TheCollege authority is willing to support the faculty members by endorsing their application for a research grant through the Research and Development sub-committee. It also provides research infrastructure and related facilities, evaluates projects for grant mentioning its relevance with teaching-learning, community development, etc. if a teacher is applying for research funds from various funding agencies, mainly from UGC, CSIR, DBT and DST.

Question 10. Whether or not the college has the practice of mentoring system, introduction of remedial classes, bridge courses, guidance for NET/SET and competitive examinations

YES. The college has the practice of mentoring students by their teachers. Students are divided in groups and under their mentors. It has introduced remedial and patch-up classes for deserving students, guidance for general and competitive examinations. Special guidance to the pass-out students for NET/SET is provided by some departmental teachers as and when requested. It has not been a regular practice as the institute does not offers any PG course. In addition, it has a well-established Career Guidance and Placement Cell that arranges training courses for competitive examinations, on communicative English, MS Office, etc.

Question 11. Whether or not the college has introduced programmes of skill development and personality development programmes for the students

YES. The Career Guidance and Placement cell under the aegis of IQAC has introduced several programmes on skill development and personality development after COVID 19 pandemic. The some of the courses are:

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

a) Functional and Communicative English Course
b) Certificate course on Microsoft office
c) Diploma Course on Basic tailoring (specially for female students)– the course has been sponsored by AMBUJA NEOTIA group under their CSR project.
d) Training course for cracking competitive exams.

The Job Fair organised by the Career Guidance and Placement cell is **praiseworthy** since different participating companies not only offer job but also engage the job aspirants in workshops, short training session on how to prepare for a competitive examination, how to face an interview, and the like.

DOMAIN III – GOVERNANCE AUDIT

Question 11. Whether or not the college has been able to generate funds that is necessary to smooth functioning of the institution

Yes. The college has been generating funds from different resources. It has rented out parts of its premises to a Punjab National Bank, Post Office, Medicine shop and a Xerox centre. In addition, it has MoU with a Vital Waste a company for collection different types of waste and they pay for e-waste, plastic, metal scrap, etc.
The Microbiology department has been awarded with a laboratory development grant from BOOST. The college has established collaboration with Vidysagar University Distance Education Center and Netaji Subhas Open University centre. Corpus funds are also generated for running the centres.
It has received Rs. 1 crore for infrastructure development grant under component 9 from RUSA2.0
It applies for funds from UGC and Higher Education Department, Government of West Bengal and other funding agencies.
In addition to collecting tuition fees as per instruction of the Govt. of West Bengal, university admission, registration, sports and examination, etc. fees of the University of Calcutta the college authority has been successful in mobilizing students and their guardian for different fees as college development fees, electricity fees, infrastructure maintenance fees, IT fees, laboratory fees, etc. for smooth running of the college.

Question 12. Whether or not the college has been able to make optimum utilization of available resources and enhance the fund worthiness

Yes.The grants received from the state government, and RUSA are utilized in accordance with official notifications and the funds are allocated and disbursed efficiently in terms of the requirements identified by the administration. The college authority has formed sub-committees like Finance Sub-committee, Purchase Sub-committee, Building Sub-committee, etc. for looking after and taking measures for the infrastructural development and their optimum uses. The college authority asks for the requisition from its stakeholders like the departments, students, faculty members and non-teaching staff regarding the requirement for infrastructural development and verify the requirement by the concerned sub-committee, endorse the requisition and forward for approval of the Finance Sub-committee. On approval of the Governing body the Purchase Sub-committee or Building Sub-committee process for inviting tender for purchase/procurement or infrastructure development.

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

The college authority maintains different stock registers for managing different types of assets and resources. There are logbooks for users of photocopiers, printers, computers and smart classrooms that help optimum use by many users. In addition, the same classrooms are used by different classes at different times for optimum use of infrastructural facilities. The Academic Council makes a routine such as allocating the same classrooms for different classes at different times of a day for their optimum utilization.

Question 13. Whether or not statutory audits are held regularly with or without any statutory objections

Yes. Statutory audits are done regularly with the auditors empanelled by the Higher Education Department, Govt. of West Bengal. However, due to COVID-19 pandemic audit after FY 2017-18 has not been completed since no statutory auditor has been assigned for the audits of the accounts.

Question 14. Whether the Admission process is fair, transparent and equitable

Yes. The admission process adopted by the college authority is fair, transparent and equitable. The entire admission process – from receiving application, preparation of merit lists, e-counseling and finally to make payment of admission fees – all are done online. Therefore, admission is totally free of human intervention and hence fair, transparent and equitable. Merit lists are prepared by the system on the portal as per guidelines of the Higher Education Department and regulation of CU guidelines. Reservation policy of the Govt. India is followed.

Question 15.Whether the IQAC functions with vision and vibrancy

Yes. IQAC is very vibrant and active under the able leadership of its Coordinator. Meetings are held regularly, resolutions are sent for approval of the GB then implemented. Action taken reports are also published at every meeting. It proposes a plan and policy pertaining to overall development of the college including academics, administration, finance and students support system. It uploads updated AQARs on the portal of NAAC within the scheduled time frame. It has organised training for students, faculty members and staff on using different apps for online classes, exams, webinar, etc. IQAC was very active in organising webinars on different subjects during lockdown to prevent spread of COVID-19 pandemic. IQAC of the college also looks after the matter that teachers regularly participate in FDP, OP, Seminars, Workshops, and other research oriented affairs and their promotion under CAS. IQAC also looks after the issues related to students such as safe and pure drinking water, food quality in the canteen, students' grievances (if any), anti-ragging issues and many more.

DOMAIN IV – REGULATION AUDIT

Question 16.Whether or not the college follows the rule of law

YES. The college authority follows all the rules, regulations and orders of both the Governments, UGC, statutes and regulations of the University of Calcutta. In addition, it asks all its stakeholders to follow internal policy framed in accordance with the four regulatory bodies by its highest policy making authority, *i.e.* the Governing Body.

Question 17.Whether or not the teachers and staff follow the rules of law

Yes. There are well defined codes of conduct for the teachers and staff as per rules and regulations framed by the GB and affiliating university, the governments and UGC. Almost all

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

the teachers are punctual and sincere to their noble profession. In case of violation of the rules and regulations, appropriate disciplinary actions are taken.

Question 18. Whether or not the students follow the rules of law

YES. There are codes of conduct for the students of the college. There are Anti-ragging Cell, Internal Complaints Committee and Grievance Redressal Cell. However, there have been no incident of ragging or sexual harassment. The students are disciplined and obedient and honour all the codes of conduct. The Codes of Conduct are published on the college website, prospectus and displayed in different notice boards.

DOMAIN V – DEPARTMENTAL AUDIT

Question 19. Whether or not departments assess their relative strengths, weaknesses, opportunities and constraints and defines the departmental distinctiveness in terms of several pre-determined audit parameters

Yes: All the departments organise departmental meetings for assessing their strengths, weaknesses, opportunities and threats. They assess completion of syllabus, attendance, progress and performance of the students, infrastructure and resources available based on which their strength, weakness, opportunities and constraints are determined. They submit the information to the appropriate higher authority as IQAC, Academic Council and the Governing Body.

Question 20. Whether or not departments make future plans

YES: Almost all the departments make future plans in teaching-learning, application of ICT, projects to be assigned to the learners, organizing seminar, conference, workshop, training programs inviting resource persons from other HOI. Some departments even chalked out mid-term, class tests and other activities like study tours, excursions, field trips etc. in their plans.

DOMAIN VI – TEACHERS AUDIT

Question 22: Whether or not college has the mechanism for performance appraisal of teaching and non- teaching staff

Yes: Performance appraisal of teachers is done through their attendance register. All the teachers write down daily activities including number of classes allotted and taken their attendance register that are checked during scrutiny for their promotion under CAS.

Similarly non-teaching staff also write the job diary by themselves in their attendance register. In addition, they are asked to attend appraisal meetings with the Principal, GB members and Bursar.

AUDIT PROCESS

The auditors (a panel of HOIs) visited the college, interacted with the office bearers, departments and the library.

The auditors interacted with HODs/Conveners and/Coordinators, teaching and non-teaching staff. They met the students have discussion at length.

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata 700 094

The IQAC coordinator placed all documents and data including the 1) Infrastructure Report, 2) Publication Report, 3) Courses & Programmes Report 4) Teaching-learning Report, 5) Report on Quality Initiatives, 6) IQAC Minutes for validation and verification

The Principal also submitted the 1) Annual Internal AAA reports as conducted by the IQAC on relevant parameters, 2) Financial Internal Audit/Management Reports 3) Statutory Financial Audit Reports

The Principal, IQAC coordinator, the HoDs, the Office bearers were put to several audit queries with the objective of appreciating the achievements and introspection on non-achievements of the institution which is summed up in the several observations and recommendations.

Overall Audit Observation & Recommendation

The team acknowledges the help and cooperation that have been extended by the IQAC and authority during on site visit.

The endeavour of under going Academic and Administrative Audit by the IQAC is praiseworthy particularly considering COVID-19 pandemic situation that hampered its on-going regular projects and programmes.

Immediate shifting of teaching-learning and evaluation activities on to the virtual platforms through structured routine and providing with adequate IT training to all the stakeholders showed excellent proactive attitude of the authority. Library facility is excellent. Laboratory facilities are adequate.

However, the team likes to recommend the followings:

1) to recruit more permanent teachers and staff
2) to engage / encourage higher numbers of teachers in active research and extension activities
3) to encourage teachers to publish research articles in peer reviewed journal
4) to improve computer-student ratio along with internet connectivity for academic activities
5) to offer more add-on /short term/ad-on course
6) to regularize Statutory Financial Audit

Report Authenticated by:

Dr.Tilak Chatterjee 30/9/2023
Principal
Bankim Sardar College

Principal
Bankim Sardar College

30/09/23
Dr.Ramkrishna Prasad Chakraborty
Principal
K.K. Das College

K. K. Das College GRH-17 B G - PATULI P.O.: Garia, Kolkata

Principal
K.K. DAS COLLEGE
GRH-17, Baishnabghata, Patuli
Kolkata-700 084

30/9/23
Dr.Chandan K. Jana
Principal
Sammilani Mahavidyalaya

Principal
Sammilani Mahavidyalaya
E. M. Bypass, Baghajatin
Kolkata – 700 094

30/9/23
Smt. Sangita Dey Sarkar
IQAC Coordinator
Sammilani Mahavidyalaya

Coordinator
IQAC
Sammilani Mahavidyalaya
E. M. By Pass, Baghajatin
Kolkata-700 094

Uttam Kumar Ghosh
Marisha Chakraborti 30/9/23
Shri Uttam Ghosh, Dr. Marisha Chakraborti
Shri Ujjal Saren, Jt. Conveners, Acad. Council
Sammilani Mahavidyalaya

Convenor
Academic Council
Sammilani Mahavidyalaya

Annexure 1

List of Teachers and staff participated in Facuty/staff development programme in 2022-23

Participant	Designation	FDP detail	Date
Sipra Tudu	Assistant Professor	Refresher Course in "Advanced Research Methodology"	22.4 to 6.5.2023
Dr. Bapan Kumar Maity	Librarian	Refresher Course in Library Science	15 to 28.9.2022
Sumit Pal	SACT	Faculty Development Programme on "Recent Trends in Material Frontiers: Chemical and Biological Aspects"	01 to 05.8.2022
Sunandana Banerjee	SACT	Short Term Training Program on "Aesthetic of Scientific Writing Using LaTex"	04 to 08.7.2022
Sunandana Banerjee	SACT	Faculty Development Programme on "Natural Language Processing"	Jul. to Oct. 2022
Dr. Srikanta Malakar	Asssociate Professor	One Week National Workshop on "Research Methods using SPSS" --- Swami Vivekananda University	06 to 10.02. 2023
Rajat Dutta	Clerk	Professional Development Programme on "MS Excel"	03.08 to 12.09.2022
Sahadev Murmu	Clerk – cum - Typist	Professional Development Programme on "Tally Prime"	04.01 to 12.04.2023
Mohit Sardar	Clerk	Professional Development Programme on "Tally Prime"	04.01 to 12.04.2023
Amit Mukherjee	Clerk	Professional Development Programme on "Tally Prime"	04.01 to 12.04.2023
Amed Sardar	Accountant	Professional Development Programme on "Tally Prime"	04.01 to 12.04.2023
Shymal Sinha	Clerk	Professional Development Programme on "MS Excel"	03.08 to 12.09.2022
Sankar Prasad Mandal	Clerk	Professional Development Programme on "MS Excel	03.08 to 12.09.2022

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

Annexure 2a

List of Research Articles Published by the Faculty Members in 2022-23

Sl.No.	Title with Journal Detail	Authors	Department	Journal Name	Yr of Publication	ISSN
1	Algae and bacteria consortia for wastewater decontamination and transformation into biodiesel, bioethanol, biohydrogen, biofertilizers and animal feed: a review. *Environmental Chemistry Letters*. 21, Pgs.1585–1609.	Uttpal Anand, Satarupa Dey, **Dipannita Parial**, Stefania Federici, Serena Ducoli, Nanthi S. Bolan, Abhijit Dey & Elza Bontempi.	Botany	Environmental Chemistry Letters	2022	1610-3661
2	Developing of Library & Information Science Education in India with special Reference to West Bengal. *"Research Journey" International E-Research Journal*, Issue: 283(A), pgs:106-113.	**Maity, B.K.** & Hatua, S.R.	Library	"Research Journey" International E-Research Journal	2022	2348-7143
3	CSR disclosures of selected Indian companies on Companies Act, 2013-based new CSRD scale. *International Journal of Management and Commerce*, 4(2), Pgs: 81-91.	**Banerjee, O.**, Gupta, A., & Pal, B.	Commerce	International Journal of Management and Commerce	2022	2664-6846/ 2664-6854(online)
4	A Study of CSR Expenditure Between Private and Public Sectors in India during the Pre- and Post-Companies Act,2013. *Business Spectrum*, XII (1),Pgs: 30-47.	**Oindrila Banerjee**	Commerce	Business Spectrum	2022	2249-4804
5	Adsorption of 4-Mercapto Pyridine with Gold	Somsubhra Saha, **Bipan Dutta**, Manash Ghosh	Physics	ACS Omega	2022	2470-1343

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata 94

	Nanoparticles Embedded in the Langmuir–Blodgett Film Matrix of Stearic Acid: SERS, XPS Studies Aided by Born–Oppenheimer on the Fly Dynamics, Time–Resolved Wavelet Transform Theory, and DFT, *ACS Omega*, 7(32), pgs: 27818.	, and Joydeep Chowdhury				
6	A honey bee foraging algorithm based load balancing strategy in cloud computing. *International Journal of Advanced Engineering and Technology*, 6(1),pgs: 38-46.	**Brototi Mondal**	Computer Science	International Journal of Advanced Engineering and Technology	2022	2456-7655
7	Effect of silver nanoparticles on nitrogen-cycling bacteria in constructed wetlands. *Nanotechnology for Environmental Engineering*, 7, pgs: 537-559.	**Monolina Sarkar**	Botany	Nanotechnology for Environmental Engineering	2022	2365-6379
8	Nod factor-independent 'crack-entry'symbiosis in dalbergoid legume Arachishypogaea. *Environmental Microbiology*, 24(6), pgs. 2732-2746.	Guha, Sohini, FirozMolla, **Monolina Sarkar**, Fernando Ibañez, Adriana Fabra, and MaitrayeeDasGupta.	Botany	Environmental Microbiology	2022	1462-2920
9	Respect for Life and Human Dignity. *Scholary Research Journal for Humanity Science & English Language*, 10(51), pgs: 12741- 12746.	Sarkar,M.K.,**Sarkar, Sangita Dey**	Philosophy	Scholarly Research Journal for Humanity Science & English Language	2022	2349-9664

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

10	Is surrogacy a face of Baby selling? *Shikshan Sanshodhan : Journal of Arts, Humanities and Social Science*,5(6), pgs: 08-11.	**Sangita Dey Sarkar**	Philosophy	Shikshan Sanshodhan : Journal of Arts, Humanities and Social Science	2022	2581-6241
11	Pratinidhitwakari Matritwa Nari Khamotayoner Protik:Kichu Darshonik Proshno o Bichar. *Pratidhwani the Echo*,10(4),pgs: 56-63.	**Sangita Dey Sarkar**	Philosophy	Pratidhwani the Echo	2022	2278-5264
12	Interaction of hectorite clay with a phospholipidmonolayer at air-saline interface in presence of a fluorescent dye. *Molecular Crystals And Liquid Crystals,* 738 (1), pgs: 31-49.	Tanmoy Singha, **Ujjal Saren**,Pradip Maiti,Utsav Chakraborty,Alapan Pal &Pabitra Kumar Paul	Physics	Molecular Crystals And Liquid Crystals	2022	1542-1406
13	Comparative and Selective Interaction of Amino Acid D-Cysteine with Colloidal Gold Nanoparticles in the Presence of a Fluorescent Probe in Aqueous Medium. *ACS Omega*, 7, pgs: 29013−29026.	Pradip Maiti,**Ujjal Saren**, Utsav Chakraborty, Tanmoy Singha, Sharmistha Paul , and Pabitra Kumar Paul	Physics	ACS Omega	2022	2470-1343
14	Geographical Appraisal of COVID-19 in West Bengal, India. *GeoJournal,* 87(4), pgs: 2641-2662.	Biswas, Biplab, Rabindranath Roy, Tanusri Roy, Sumanta Chowdhury, Asish Dhara, and **Kamonasish Mistry**.	Geography	GeoJournal	2022	0343-2521/1572-9893(online)
15	Qualitative Case Studies on CSR Activities of Five Indian Companies During Covid-19 Pandemic, *Business Spectrum*, XIII (1),pgs: 83-97.	**Oindrila Banerjee**	Commerce	Business Spectrum	2023	2249-4804

Principal
Jammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

16	A novel carbazole-benzothiazole-based chemodosimeter for the chromogenic and fluorogenic recognition of CN^-. *New Journal of Chemistry*, 47(24), pgs: 11557 – 11564.	Maji,A.;Biswas,A.;Das,A.;Gharami,S.;**Aich,K.**;Mondal,T. K.	Chemistry	New Journal of Chemistry	2023	1144-0546/1369-9261 (online)
17	Plurality of Religions and Tolerance. *Research Hub International Multidisciplinary Research Journal*, 10(1), pgs: 24-28.	**Bibek Manna**	Philosophy	Research Hub International Multidisciplinary Research Journal	2023	2349-7637
18	Swami Vivekananda: His Humanism. *Research Review International Journal of Multidisciplinary*,8(6), pgs:161-165.	**Bibek Manna**	Philosophy	Research Review International Journal of Multidisciplinary	2023	2455-3085(Online)
19	Enhancement of Fluorescence Mediated by Silver Nanoparticles: Implications for Cell Imaging, *Langmuir*, 39(19), pgs: 6713–6729	Maiti, P., Sarkar, S., Singha, T., **Dutta Roy, S.**, Mahato, M, Karmakar, P., Paul, S., Paul, P. K.,	Physics	Langmuir	2023	0743-7463/1520-5827(online)
20	Light-responsive biodegradation of wastewater pollutants: New developments and potentialperspectives. *Journal of Hazardous Materials Advances*. 10pgs: 100281.	**Monolina Sarkar**	Botany	Journal of Hazardous Materials Advances	2023	2772-4166

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

Annexure 2b

List of books and chapters in edited volumes published in the academic session 2022-23

Sl. No.	Name of the teacher author	Title of the book/chapters published	National / International	ISBN number of the proceeding	Name of the publisher
1	Lupsy Mohanty Roy	Law and Social Transformation Edited by Dr. Sangeeta Roy(Maitra)	National	978-93-91345-86-0	Satyam Law International, New Delhi
2	Lupsy Mohanty Roy	India in the First Two Decades of the 21st Century Society, Polity and COVID-19 Edited by Dr Bimalendu Ghosh and Dr. Kalyan Kumar Sarkar.	National	978-93-91908-97-3	Kunal Books, New Delhi
3	Monolina Sarkar	Response of Field Crops to Abiotic Stress (2022):	International	9781003258063	CRC press. Taylor and Francis
4	Smt. Kasturi Kar	May ether satkahayon	National	978-93-93085-03-3	Kalabati Book Publishing, Kolkata
5	Bapan Kr. Maity	Banglar nari swadhinata sangrami : Jibanpanji by Bapan Kr. Maity and Rajyasree Ray Maity	National	978-93-94806-10-8	Prova Prakashani, Kolkata
6	Dipannita Parial	Sustainable Industrial Wastewater Treatment and Pollution Control. Springer. (pp.31-53)	International	978-981-99-2559-9	Springer
7	Monolina Sarkar	Biology and Biotechnology of Environmental Stress Tolerance in Plants	International	9781003347132	Apple Academic Press
8	Malay Roy	Dr Malay Roy, A Beginer's Companion of SageMath, (2023)First Edition	National	9.78939E+12	Academic Publishers, Kolkata
9	Bapan Kr. Maity	Information System Management	International	978-1-80355-651-2	Intech Open, London

Principal
Sammilani Mahavidyalaya
E.M.Bypass, Baghajatin
Kolkata - 700 094

Sammilani Mahavidyalaya

E.M. Bypass, Baghajatin, Kolkata - 700094. Ph. No. 033 24626869
Email ID: principal.sammilani@gmail.com

AISHE CERTIFICATES

Government of India
Ministry of Education
Department of Higher Education
Statistics Division
New Delhi

Certificate

Reference No. C-11948-2022

This is to certify that Ananda Mukherjee of Sammilani Mahavidyalaya has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2022-2023.

RRajesh

(Shri R. Rajesh)
Deputy Director General

ATTESTED
Principal
Sammilani Mahavidyalaya
E.M. Bypass, Baghajatin
Kolkata-700094

Dated: 18/03/2024

Government of India
Ministry of Education
Department of Higher Education
Statistics Division
New Delhi

Certificate

Reference No. C-11948-2021

This is to certify that Ananda of Sammilani Mahavidyalaya has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2021-2022.

RRajesh

(Shri R. Rajesh)
Deputy Director General

Dated: 08/02/2023

ATTESTED
Principal
Sammilani Maha...
E.M. Bypass, Ra...avidyalaya
Kolkata-700094...aghajatin
...Kolkata-700094