



YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Satyapriya Roy College of Education
• Name of the Head of the institution	Dr.Subir Nag
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Alternate phone No.	23352430
• Mobile No:	9830886630
• Registered e-mail ID (Principal)	srcp.college@rediffmail.com
• Alternate Email ID	chowdhury.piku@yahoo.com
• Address	AA-287, SECTOR 1, SALT LAKE, KOLKATA-700064
• City/Town	KOLKATA
• State/UT	WEST BENGAL
• Pin Code	700064
2.Institutional status	
• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	Co-education

• Location	Urban				
• Financial Status	Grants-in aid				
• Name of the Affiliating University	BABA SAHEB AMBEDKAR EDUCATION UNIVERSITY				
• Name of the IQAC Co-ordinator/Director	DR.PIKU CHOWDHURY				
• Phone No.	9830220346				
• Alternate phone No.(IQAC)	9830220346				
• Mobile (IQAC)	9830220346				
• IQAC e-mail address	chowdhury.piku@yahoo.com				
• Alternate e-mail address (IQAC)	srcp.college@rediffmail.com				
3.Website address	www.satyapriyaroycollege.in				
• Web-link of the AQAR: (Previous Academic Year)	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.satyapriyaroycollege.in/aqarssrdocs/AOAR_2022-2023.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.wbuttepa.ac.in/admin/public/file/notice/6464br3db077d17052023171917.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.02	2023	19/05/2023	18/05/2028
6.Date of Establishment of IQAC			07/09/2013		
7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.					

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
nil	nil	nil	Nil	0
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9. No. of IQAC meetings held during the year		3		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		Yes		
<ul style="list-style-type: none"> (Please upload, minutes of meetings and action taken report) 		View File		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?		No		
<ul style="list-style-type: none"> If yes, mention the amount 				
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
<p>1. Organization of National Level FDP on ICT Tools for Teaching Learning in collaboration with NSOU 2. MoU signed with Ramakrishna Mission Swami Vivekananda's Ancestral House Cultural Society and Research Centre 3. Organization of Free and Compulsory Add-on Course of Value Education in collaboration with Ramakrishna Mission Swami Vivekananda's Ancestral House Cultural Society and Research Centre 4. Formation of Grievance Redressal Cell according to UGC guidelines, English Language and Literary Club, Eco Club, Social Science Club and Science Club and organizing various activities accordingly 5. Publication of E-bulletin, updation of LMS, development of e-content</p>				
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).				

Plan of Action	Achievements/Outcomes
<p>Organization of National Level Faculty Development Program , MoU to be signed with competent bodies,. Organization of Free and Compulsory value-added Course of Value Education in collaboration with Ramakrishna Mission Swami Vivekananda's Ancestral House Cultural Society and Research Centre, redefining learning outcomes as per latest NAAC peer team report, Formation of English Language and Literary Club, Eco Club, Social Science Club and Science Club and organizing various activities accordingly, Publication of institutional E-bulletin, updation of LMS, development of e-content, facilitating and expediting CAS of incumbents in the institution, organizing invited talks and workshops for development of faculty and ;learners, promoting career oriented activities, organizing career fair for better placement, promoting inclusive education related programs,</p>	<p>5 days National Level FDP(Faculty Development Program) in collaboration with Netaji Subhas Open University, Commemoration of India's G20 Presidency: Presentations on NPE2020, poster making on FNP, Painting competition on Gender Sensitization and Mental Health, Students' Orientation SGRC (Students' Grievance Redressal Committee), Dengue Awareness Campaign by NSS and IQAC in the local community: Procession with banners, posters and spreading bleaching powder in the entire locality, MoU (Memorandum of Understanding) signed with Swami Vivekananda's Ancestral House and Cultural Centre for 6 months Certificate course on Value Education, Mock Parliament for Students' Experimental Learning, Observation of Students' Week, visit to Ramakrishna Mission Blind Boys' Academy Narendrapur for experiential understanding of teaching-learning of diverse learners/learners with special needs</p>
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> Name of the statutory body 	
<p>Name of the statutory body</p>	<p>Date of meeting(s)</p>
<p>Governing Body</p>	<p>14/12/2024</p>
<p>14. Whether institutional data submitted to AISHE</p>	

Year	Date of Submission
2024	11/12/2024
15.Multidisciplinary / interdisciplinary	
Interdisciplinary Course integrating subjects for teaching for a holistic learning experience	
16.Academic bank of credits (ABC):	
Academic bank of credits(ABC) 1.All the assessment systems are decided by the affiliating university. 2.Institution practices a criterion-based grading system that assesses student achievement based on the learning goals for B.Ed, M.Ed. 3.ABC system is being designed and developed more clearly to encourage holistic development and for testing core capacities/ competencies.	
17.Skill development:	
1) Soft Skill development 2) Teaching skill with special emphasis on skill of introducing a lesson, skill of questioning, skill of reinforcement, skill of illustration, skill of explanation, skill of blackboard use and skill of closure 3) Skill of generating Blueprint and Rubrics for assessment 4) Skill of psychological counselling for mental wellbeing of the students the trainees would teach in future 5) Skill of no-cost/lowcost TLM preparation 6) Skill of integrating ICT in teaching-learning 7) Skill of E-Content generation 8) Skill of integrating Arts and Drama in teaching - learning	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
Done in class by faculties through curriculum transaction and co-scholastic activities but no online course	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
the course focusses on the following outcomes for an outcome based education and the curriculum transaction as well as internal evaluation evaluation is done accordingly: 1)Knowledge of core subjects like philosophy of education, Educational Psychology, Assessment Techniques, Knowledge of Method subjects 2) Skills: Soft Skill development, Teaching skill with special emphasis on skill of introducing a lesson, skill of questioning, skill of reinforcement, skill of illustration, skill of explanation, skill of blackboard use and skill of closure, Skill of generating Blueprint and Rubrics for assessment, Skill of psychological counselling for mental well-being	

of the students the trainees would teach in future, Skill of no-cost/low-cost TLM preparation, Skill of integrating ICT in teaching-learning, Skill of E-Content generation, Skill of integrating Arts and Drama in teaching - learning 3) Learning Outcomes: Enhanced curriculum transaction skills, ability to teach in inclusive classroom with diverse learners

20.Distance education/online education:

College is Study Centre for IGNOU M.A. in Education and B.Ed. [Distance Education]

Extended Profile

1.Student

2.1 97

Number of students on roll during the year

File Description	Documents
Data Template	View File

2.2 100

Number of seats sanctioned during the year

File Description	Documents
Data Template	View File

2.3 16

Number of seats earmarked for reserved categories as per GOI/State Government during the year:

File Description	Documents
Data Template	View File

2.4 89

Number of outgoing / final year students during the year:

File Description	Documents
Data Template	View File

2.5 Number of graduating students during the year 89

File Description	Documents
Data Template	View File
2.6	97
Number of students enrolled during the year	
File Description	Documents
Data Template	View File
2.Institution	
4.1	6753482
Total expenditure, excluding salary, during the year (INR in Lakhs):	
4.2	20
Total number of computers on campus for academic purposes	
3.Teacher	
5.1	10
Number of full-time teachers during the year:	
File Description	Documents
Data Template	View File
Data Template	View File
5.2	19
Number of sanctioned posts for the year:	
Part B	
CURRICULAR ASPECTS	
1.1 - Curriculum Planning	
1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words	
The institution has an Academic subcommittee that chalks out a time	

table with provision for hybrid mode of teaching, plan of Internal Assessment with focus on CCE, Modality of Practicum and Internship, Dissertation and Action Research by the students .There is a LMS(Learning Management System) for uploading texts, audio and video content for the benefit of B.Ed. and M.Ed. students. ICT enabled teaching is practised with a well equipped Audiovisual classroom. Access to reputed journals [both hardcopy and online versions] and many good books is ensured by the partially digitised library. Regular and planned internship is ensured with planned supervision and structured feedback mechanism. Demonstration teaching lessons are given by faculty for developing a clear understanding of the method of effective teaching and related skills and competencies. Video Analysis of Teaching is practised in some Methods. Visits and educational tours and sports are arranged to different inclusive or special needs institutions and places of historical, geographical, ethical/spiritual and academic significance for comprehensive development of the student-teachers. Planned internal continuous evaluation is carried on throughout the year.

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	View File
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	View File
Any other relevant information	No File Uploaded

1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year Faculty of the institution Head/Principal of the institution Schools including practice teaching schools Employers Experts Students Alumni

B. Any 5 of the above

File Description	Documents
Data as per Data Template	View File
List of persons who participated in the process of in-house curriculum planning	View File
Meeting notice and minutes of the meeting for in-house curriculum planning	View File
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	View File
Any other relevant information	No File Uploaded

1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers

C. Any 2 of the Above

File Description	Documents
Data as per Data Template	View File
URL to the page on website where the PLOs and CLOs are listed	Nil
Prospectus for the academic year	View File
Report and photographs with caption and date of student induction programmes	View File
Report and photographs with caption and date of teacher orientation programmes	No File Uploaded
Any other relevant information	View File

1.2 - Academic Flexibility

1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives

including pedagogy courses for which teachers are available**1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year**

10

File Description	Documents
Data as per Data Template	View File
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	View File
Academic calendar showing time allotted for optional / electives / pedagogy courses	View File
Any other relevant information	Nil

1.2.2 - Number of value-added courses offered during the year

3

1.2.2.1 - Number of value-added courses offered during the year

3

File Description	Documents
Data as per Data Template	View File
Brochure and Course content along with CLOs of value-added courses	View File
Any other relevant information	View File

1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

251

1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

251

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	View File
Course completion certificates	View File
Any other relevant information	View File

1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance

One of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	View File
Document showing teachers' mentoring and assistance to students to avail of self-study courses	No File Uploaded
Any other relevant information	No File Uploaded

1.2.5 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

0

1.2.5.1 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

0

File Description	Documents
Data as per Data Template	View File
Certificates / evidences for completing the self-study course(s)	No File Uploaded
List of students enrolled and completed in self study course(s)	No File Uploaded
Any other relevant information	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

1. Gender, Environment and Human values in courses. In B.Ed curriculum SEM-IV courses/ papers to develop values and knowledge related to ecology, gender, equity, etc:

- Gender, school & society,
- Creating Inclusive school,
- Yoga: Self understanding & Development,
- Special paper: Environment and Population Education

1. In B.Ed. Sem II & III there is Pedagogical analysis for different method subjects.

2. In General/core papers and social science practicum we have:

- visit to special education institutions like NIEPD, Ramakrishna Mission Blind Boys' Academy, Monovikash Kendra, Pradip for Autistic Institution. Other Activities:
- Observation of National Vigilance week (essay Competition, Vigilance Oath Taken.

1. Community based activities. Dengue Awareness Campaign, Visit to special education institutions and places of historical and ecologically significant places as a part of practicum Campus cleaning and beautification, First- Aid.

2. Cultural programs to celebrate days of National importance to

inculcate values. National level quiz [online] on library service and use

3. In M.Ed Curriculum SEM-I:

- i) Educational Studies(Sociocultural Context and Support System)
- ii) Expository writing topic of Social and Value -Based relevance.
- iii) Self development Through Yoga Education.

SEM II : Philosophical Perspectives(Values) Sociological Perspectives

SEM III: Dissertation : Topic related to Education and topics of psycho-social relevance and related to Inclusive Education

ALL THE ABOVE IN TANDEM WITH CURRICULAR TRANSACTION IN INDIVIDUAL METHOD SUBJECTS ARE DONE IN A WAY THAT PROMOTES REFLECTION, CRITICAL THINKING AND LOGICAL REASONING

File Description	Documents
List of activities conducted in support of each of the above	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded
Photographs indicating the participation of students, if any	View File

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations International and comparative perspective

Through Observation for one whole month in allotted Practice Teaching Schools under constant supervision and guidance by the teacher educators. Structured Feedback forms are used for constructive feedback and files and reports are prepared by students on their observation of school systems. These are meticulously evaluated through CCE

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

1. Quality teaching in classroom in secondary classes 6 to 10 and senior

secondary 11 and 12.

2. communication skill development.

3. Integration of ICT for better classroom teaching

4. Innovative techniques in the preparation in Interactive and inclusive teaching learning

aids

5. yoga and wellness

6. counselling skills to address mental health issues of the learners

7. skilled in action research to identify and address various problems related to the classroom and institutional environment

8. community awareness programmes

9. population and environmental awareness

10. enhancing professional competencies in performing and creative and performing arts

11. research oriented activities. (M.Ed)

12.. use of statistical techniques in research activities.(M.Ed.)

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

1.4 - Feedback System

1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI

Two of the above

File Description	Documents
Sample filled-in feedback forms of the stake holders	View File
Any other relevant information	No File Uploaded

1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following

Feedback collected and analysed

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	View File
Action taken report of the institution with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment of students during the year**

98

2.1.1.1 - Number of students enrolled during the year

98

File Description	Documents
Data as per Data Template	View File
Document relating to sanction of intake from university	View File
Approval letter of NCTE for intake of all programs	View File
Approved admission list year-wise/ program-wise	View File
Any other relevant information	No File Uploaded

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

37

2.1.2.1 - Number of students enrolled from the reserved categories during the year

37

File Description	Documents
Data as per Data Template	View File
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	View File
Final admission list published by the HEI	View File
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	No File Uploaded
Any other relevant information	No File Uploaded

2.1.3 - Number of students enrolled from EWS and Divyangjan categories during the year

0

2.1.3.1 - Number of students enrolled from EWS and Divyangjan categories during the year

0

File Description	Documents
Data as per Data Template	View File
Certificate of EWS and Divyangjan	No File Uploaded
List of students enrolled from EWS and Divyangjan	No File Uploaded
Any other relevant information	No File Uploaded

2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

The college addresses the needs of both advance and weak learners

A. For advanced B.Ed and M.Ed Learners:

- Students are encouraged to be members of students' council and become class representatives that promotes leadership and governance irrespective of caste, creed, gender, economic and sociocultural background.
- Collaborative and cooperative tasks and activities are carefully planned and designed
- Organize various club/cultural activities/workshops for diverse learners for intensive Teaching internship.
- Participation in inter collegiate/university programmes.
- Students are encouraged to participate in supervised group discussions, quizzes based on curriculum content, Add-on courses.
- Research oriented practicum work and Dissertation works.
- Grooming classes are organized by faculties for preparing diverse learners for various competitive examinations.

B. For Slow B.Ed+M.Ed Learners

- Grooming classes are organized by faculties for preparing diverse learners for various competitive examinations.
- Remedial/tutorial classes conducted by faculties at zero hour through out the week.
- Institution practices academic, career and psychological counselling.

- Motivation for talent identification and nurturance through college activity, programmes.
- Individual support and care through guidance and supervision-24x7.
- Provision of learning resources specially designed by Subject/Method teachers to address the needs of the diverse learners
- Consolidation of learning and revision through past year question papers.
- Library guidance for selection of books by faculty members & laboratory experiences.
- Promotion of group activity, cooperative learning, peer interaction for better competency.
- Techno-pedagogy assistance to weaker sections.
- Skill Development programmes

File Description	Documents
Documentary evidence in support of the claim	View File
Documents showing the performance of students at the entry level	View File
Any other relevant information	No File Uploaded

2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs

All of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the activities to address the student diversities	View File
Reports with seal and signature of Principal	View File
Photographs with caption and date, if any	View File
Any other relevant information	No File Uploaded

2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity

Two of the above

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	View File
Reports with seal and signature of the Principal	View File
Photographs with caption and date	No File Uploaded
Any other relevant information	No File Uploaded

2.2.4 - Student-Mentor ratio for the academic year

12:1

2.2.4.1 - Number of mentors in the Institution

16

File Description	Documents
Data as per Data Template	View File
Relevant documents of mentor-mentee activities with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

- Learners are actively engaged in discourse, discovery learning, investigating (in program and practicum), experimenting (labs), skill development through add-on courses.
- Creative and cultural practices - celebration and observations of different days in calendar, yoga and wellness education/counseling.
- Reflection on learning - peer learning, internship, practice teaching, community outreach activity, micro-teaching, simulation.
- Relationship developed and nurtured - learner to self, learner to others, and the community. Research and development - pursuit in dissertation, IGNOU courses and other self-paced courses.
- Participative Learning and Collaborative Learning : structured and planned sequence of activities or learning events that will help the learner achieve the specified objective or desired outcome. Such activities and tasks include Class-discussion in curriculum content transaction. Microteaching, simulation, peer evaluation(B.Ed & M.Ed)
- Cultural programs, workshops, college activities, online programs.
- Extension activities - Alumni, Class Representative roles for governance and leadership. Internship, practice teaching, community outreach programs.
- Seminar/group presentations
- Laboratory and library activities.
- Problem Solving Methodologies: Teaching through complex real-world problems to promote better learning of concepts and principles, like Group activity/cooperation learning in

classroom discussions , Debates, creative writing, drawing competitions - creative talent hunts, Research activity

- Various instructional methods including ICT integrated transaction, curriculum understanding and application in real life situations.
- Guidance, supervision, constant consultation with mentor teachers and all faculty, Cooperation from Teaching Staff, Non-Teaching Staff

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	View File
Any other relevant information	No File Uploaded

2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

14

File Description	Documents
Data as per Data Template	View File
Link to LMS	https://lms.satyapriyaroycollege.in/
Any other relevant information	No File Uploaded

2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

98

File Description	Documents
Data as per Data Template	View File
Programme wise list of students using ICT support	View File
Documentary evidence in support of the claim	View File
Landing page of the Gateway to the LMS used	No File Uploaded
Any other relevant information	No File Uploaded

2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports	Five/Six of the above
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File Description	Documents
Data as per Data Template	View File
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	View File
Geo-tagged photographs wherever applicable	View File
Link of resources used	Nil
Any other relevant information	No File Uploaded

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

1. Debates, creative writing, drawing competitions - creative talent hunts, Research activity (M.Ed) 2. Various instructional methods - curriculum understanding and application in real life situations. 3. Guidance, supervision, consultation with mentor teachers and all faculty 4 Positive Reinforcement and novel and critical ways of thinking, maintenance of reflective teaching journal - gender based and employment oriented programmes 5 Reflection on learning - peer learning, internship, practice teaching, community outreach activity, micro-teaching, simulation. 6 Learner is actively engaged in question answer, investigating (in program and practicum), experimenting (labs), add-on course.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

<p>2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global</p>	<p>Four of the above</p>
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File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	No File Uploaded
Any other relevant information	No File Uploaded

2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students

1. Innovation and creativity in Teaching Learning - Learners are encouraged to seek to develop to help them look at the world in new ways and form ideas to improve or add. 2. Innovationn - ability to solve challenges or problems with novel solutions, ideas, implementation achieved through constant probing questions, publication of dpartmental wall journals on innovative mode of teaching, TLM workshop for developing inclusive TLM, video analysis in some methods for improvement in teaching practice 3. Creativity - ability to solve challenges or problems with ideas that can be satisfying to oneself and be shared with others. Hands-on experience in organizing different college activity programs - yoga, seminars, online cultural-programs, day - celebration. & Leadership training in governance- CR, Alumini meets. 4. Managing ICT tools, LMS/mailed Learning resources. 5. Diversified Research logic selection-related to political and cultural context. 6. Adaptation of Learning styles in stimulations, micro-teaching. 7. Group and Peer activity/evaluations for competency enhancement. 8. Class Disscussions/transactuions/performance(student and teacher point of view). 9. Community-outreach activities/Welfare activities. 10. Engagement in collaborative programs-BITM, Video,

seminar, workshop, wall maps. 11. Journal and college magazine-article contribution. 12. Skill enhancement programs in relation to curriculum. 13. Creation of better pedagogic practice and assessment (online and offline especially covid times) 14. Updating of Teacher Skill and Knowledge for Student initiation.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan (IEP)

Seven/Eight of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities with video graphic support wherever possible	No File Uploaded
Any other relevant information	No File Uploaded

2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning

Ten/All of the above

**activities according to student needs
Addressing inclusiveness Assessing student
learning Mobilizing relevant and varied
learning resources Evolving ICT based
learning situations Exposure to Braille /Indian
languages /Community engagement**

File Description	Documents
Data as per Data Template	View File
Reports and photographs / videos of the activities	View File
Attendance sheets of the workshops / activities with seal and signature of the Principal	View File
Documentary evidence in support of each selected activity	View File
Any other relevant information	No File Uploaded

2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as ‘anchor’, ‘discussant’ or ‘rapporteur’ Classroom teaching learning situations along with teacher and peer feedback

Three of the above

File Description	Documents
Data as per Data Template	View File
Details of the activities carried out during the academic year in respect of each response indicated	View File
Any other relevant information	No File Uploaded

2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests

Three of the above

essentially based on subject content
Observation modes for individual and group
activities Performance tests Oral assessment
Rating Scales

File Description	Documents
Data as per Data Template	View File
Samples prepared by students for each indicated assessment tool	View File
Documents showing the different activities for evolving indicated assessment tools	View File
Any other relevant information	View File

2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations

Three of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of each response selected	View File
Sample evidence showing the tasks carried out for each of the selected response	View File
Any other relevant information	No File Uploaded

2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution of community related events Building teams and helping them to participate Involvement in preparatory arrangements

All of the above

Executing/conducting the event	
File Description	Documents
Data as per Data Template	View File
Documentary evidence showing the activities carried out for each of the selected response	View File
Report of the events organized	No File Uploaded
Photographs with caption and date, wherever possible	View File
Any other relevant information	View File
2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study	All of the above
File Description	Documents
Data as per Data Template	View File
Samples of assessed assignments for theory courses of different programmes	View File
Any other relevant information	No File Uploaded
2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups	
School internship (Semester III, Full marks 500 (credit -20)	
Pre-internship stage:	
1.Video analysis of recorded demonstration lessons given by teacher educators of this college in	
various Government aided schools to groom trainee teachers about class management and	

innovative teaching practices o address diversity in a real classroom situation. Video recording and

subsequent analysis of lessons transacted by student -teachers during micro-teaching and simulated

lessons for development of teaching -learning skills.

During Internship:

1.Make routine for internship classes.

2.60 Learning designs structured delivered with demonstration which approved by the pedagogical

teacher educators and mentor of the. Trainee teachers selected their daily topic with different

teaching strategies. During internship trainees presented different types of TLM like, chart, models,

graphs flashcard, globes, maps, innovative science experiment and low-cost no cost teaching aids. Interactive and inclusive TLM and Learning Design modifications are made.

Evaluation stage:

All practical activities evaluated by both internal as well as

external assessment (Internal -60% and

external -40%)

1.Make routine for internship classes.

2.60 Learning designs structured delivered with demonstration which approved by the pedagogical

teacher educators and mentor of the. Trainee teachers selected their daily topic with different teaching strategies.

Evaluation stage:

All practical activities evaluated by both internal as well as

external assessment (Internal -60% and

external -40%).

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

2.4.9 - Number of students attached to each school for internship during the academic year

2.4.9.1 - Number of final year students during the academic year

98

File Description	Documents
Data as per Data Template	View File
Plan of teacher engagement in school internship	View File
Any other relevant information	View File

**2.4.10 - Nature of internee engagement during internship consists of Classroom teaching
Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests
Organizing academic and cultural events
Maintaining documents Administrative responsibilities- experience/exposure
Preparation of progress reports**

Seven/Eight of the above

File Description	Documents
Data as per Data Template	View File
Sample copies for each of selected activities claimed	View File
School-wise internship reports showing student engagement in activities claimed	View File
Wherever the documents are in regional language, provide English translated version	View File
Any other relevant information	No File Uploaded

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

Video recording and subsequent analysis of lessons transacted by student -teachers during micro-teaching and simulated lessons for development of teaching -learning skills. Knowledge

about components of different skills like introducing the lesson, skill of questioning, use of TLM, reinforcement and illustration etc. Briefly discuss sub components of every skill with example . Organization of Demo teaching , peer group evaluation, different methods of curriculum transaction like interaction with learners, use of planned tasks and activities, use of interactive an innovative TLM, ICT integration. Fine arts and performing arts integration, and in the classroom , preparation of 60 learning designs and achievement tests with appropriate blueprints. During Internship 60 Learning designs are structured and delivered with demonstration which approved by the method teacher educators and mentors. During internship trainees use different types of TLM like, chart, models, audio and video clips, pocket boards, flannel boards, interactive self-designed games, realia, flashcard, globes, maps, innovative science experiment and low-cost/ no cost teaching aids.

File Description	Documents
Documentary evidence in support of the response	View File
Any other relevant information	View File

2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal B. Ed Students / School* Students (* ‘Schools’ to be read as “TEIs” for PG programmes)

All of the above

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	View File
Two filled in sample observation formats for each of the claimed assessors	View File
Any other relevant information	No File Uploaded

2.4.13 - Comprehensive appraisal of interns' performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness

Five of the above

File Description	Documents
Format for criteria and weightages for interns' performance appraisal used	View File
Five filled in formats for each of the aspects claimed	View File
Any other relevant information	No File Uploaded

2.5 - Teacher Profile and Quality

2.5.1 - Number of fulltime teachers against sanctioned posts during the year

10

File Description	Documents
Data as per Data Template	View File
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	View File
English translation of sanction letter, if it is in regional language	No File Uploaded
Any other relevant information	No File Uploaded

2.5.2 - Number of fulltime teachers with Ph. D. degree during the year	
8	
File Description	Documents
Data as per Data Template	View File
Certificates of Doctoral Degree (Ph.D) of the faculty	View File
Any other relevant information	View File
2.5.3 - Number of teaching experience of full time teachers for the during the year	
11	
2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year	
18	
File Description	Documents
Copy of the appointment letters of the fulltime teachers	View File
Any other relevant information	No File Uploaded
<p>2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words</p> <p>1. In house discussions on current developments and issues in education</p> <p>2. Share information with colleagues and with other institutions on policies and regulations</p>	
<p>1. FDP organized by college in collaboration with Netaji Subhas Open University for ICT integration in teaching and evaluation.</p> <p>2. In-house discussion and academic subcommittee meeting for knowledge sharing and planning for implementation</p> <p>3. planning and execution of LMS</p> <p>4. Academic council discussion on internal evaluation and monitoring of internship</p>	
File Description	Documents
Documentary evidence to support the claim	View File
Any other relevant information	No File Uploaded

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

CIE is done through - student seminars, individual and Group Presentation, assignments, term papers (Individually), Class test, seminar presentation, debate, term paper, assignment, and practicum files for the B.Ed and M.Ed .students. Research proposal and final dissertation for the M.Ed students are guided and evaluated by the internal faculties as well as external university appointed examiners and all the documents submitted at sprceassignment@gmail.com ,and for M.Ed students sprce.medassign@gmail.com. The external evaluation is conducted by the affiliating university and the marks is uploaded in the portalsatyapriyacollege.in/universityexam.php.

For B.Ed :sprceassignment@gmail.com , and For M.Ed students sprce.medassign@gmail.com

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually

Four of the above

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	View File
Annual Institutional plan of action for internal evaluation	View File
Details of provisions for improvement and bi-lingual answering	No File Uploaded
Documentary evidence for remedial support provided	No File Uploaded
Any other relevant information	No File Uploaded

2.6.3 - Mechanism for grievance redressal related to examination is operationally effective

SGRC was started in 2023 by IQAC and an awareness program for students was organized by IQAC. A separate letter box was placed in a sheltered place away from public scrutiny so that students can drop their complaints in private. A separate mail id has also been created and shared with students for the same purpose. The HOI and faculties holding position in the Committee address grievances related to evaluation with utmost seriousness and promptness so that no student feels deprived. For external evaluation there is the university review system and college helps students in this case with proper guidance, notice sharing and any relevant information needed by the student for the same.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

The Institution adheres to the academic calendar for conducting the CIE. The college adheres to the university/NCTE schedules/ norms and regulations. The students are apprised of academic calendar through college website and university website. Appointment of examiners for theoretical and practical is done by internal and external by institution and the university respectively. Submission of all

student sessional activity/works/projects is done as per curriculum in accordance to academic calendar and faculty directions. Marks divisions, selected content matter for evaluation are all as per university directions. Minor variations are sometimes done in accordance to the college (regional setting/ unprecedented circumstances). Internal and external assessment are done for practice teaching / field engagements specified. Mode of class transaction is specified in a calendar for every semester. Various items of practicum are planned and designed for diverse learners. Reference list is provided for B.Ed and M.Ed learners. Optional papers are offered. Graded/ programmed/ step wise guidance for professional training of teacher is provided with CCE. Engagement with community affairs also done through NSS.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

PLO & CLO:

Our students after completion of B.Ed and M.Ed courses along with valued-added courses, will be-

- will be empowered teachers
- Will be socially responsible teachers
- Will be globally competent teachers
- Will be skilled and inclusive educators
- Will develop and inculcate positive values and attitude among the learners
- Will be able to apply principles and practices related to the various psychological , sociological, pedagogical and philosophical dimension of education to address the social and educational needs
- Will develop techno-pedagogical competencies
- Will develop and exhibit managerial and leadership skills
- Will develop into reflective teachers with critical thinking, logical reasoning and analytical abilities

- Will understand and reflect constitutional values, Indian culture and knowledge system, multicultural competency
- Will be able to engage in classroom practices that uphold democracy and multicultural environment.
- Will develop and demonstrate observation skills for reinforcement, intervention and development of the learners

The institution ensures achievement of these by-

Student Activities , Student Seminars and Workshops , Inclusive No-cost/low-cost Teaching Aids Preparation Workshops, Intra and Inter college Competitions [Debate, Quiz, Music, Elocution] , Inter and Intra college Sports , organization of Youth Parliament, Observing Students' Week, G20 activities, Various Community Outreach activities, Publication of Departmental College Magazine like research oriented wall journal by English department and News Letter for Science etc.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	View File
Result sheet for each year received from the Affiliating University	View File
Certified report from the Head of the Institution indicating pass percentage of students program-wise	View File
Any other relevant information	No File Uploaded

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

Done through CCE and structured observation and guidance. From the date of induction- each and every learner is engaged in different college activities and programs. All activities are part of internal assessment as individual (performance and community participation). Assessments/assignments by faculty members and Group discussions,

seminar presentations, assignment submissions (as part of curriculum) – are done systematically for monitoring achievement of PLO and CLO. Community outreach activities/ practicum /projects preparations are evaluated by internal faculty. Personal guidance &counselling to diverse learners for equity and promotion of the skills and qualities mentioned above. Faculty review/ meetings are regularly held responding to issues related internal assessment, university exam and competency development. Innovative practices/ ventures are given importance. Different topics of practicum/ field engagements are specified for all types of learners and pre exam meetings are held for student guidance.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	View File
Any other relevant information	No File Uploaded

2.7.4 - Performance of outgoing students in internal assessment

2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

182

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	View File
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	View File
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

DETAILS GIVEN IN THE ATTCHMENT OF 2.7.4 RECORD OF STUDENTS- WISE/ PROGRAMME WISE INTERNAL ASSESSMENT OF STUDENTS DURING THE YEAR.

File Description	Documents
Documentary evidence in respect to claim	No File Uploaded
Any other relevant information	No File Uploaded

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

structured survey was taken in total confidentiality by neutral office staff assigned by the HOI on syllabus completion, course content and transaction related satisfaction and evaluation process.

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

0

File Description	Documents
Data as per Data Template	No File Uploaded
Sanction letter from the funding agency	No File Uploaded
Any other relevant information	No File Uploaded

3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)

0

File Description	Documents
Sanction letter from the funding agency	No File Uploaded
Income Expenditure statements highlighting the research grants received certified by the auditor	No File Uploaded
Any other relevant information	No File Uploaded

3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for

One of the above

doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research

File Description	Documents
Data as per Data Template	View File
Institutional Policy document detailing scheme of incentives	No File Uploaded
Sanction letters of award of incentives	No File Uploaded
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	No File Uploaded
Documentary evidence for each of the claims	No File Uploaded
Any other relevant information	No File Uploaded

3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports

One of the above

File Description	Documents
Documentary evidences in support of the claims	View File
Details of reports highlighting the claims made by the institution	No File Uploaded
Reports of innovations tried out and ideas incubated	No File Uploaded
Copyrights or patents filed	No File Uploaded
Any other relevant information	No File Uploaded

3.2 - Research Publications**3.2.1 - Number of research papers / articles per teacher published in Journals notified on UGC website during the year****4**

File Description	Documents
Data as per Data Template	View File
First page of the article/journals with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the journals in which articles are published	View File
Any other relevant information	View File

3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year**1**

File Description	Documents
Data as per Data Template	View File
• First page of the published book/chapter with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	View File
Any other relevant information	No File Uploaded

3.3 - Outreach Activities**3.3.1 - Number of outreach activities organized by the institution during the year****3.3.1.1 - Total number of outreach activities organized by the institution during the year****3**

File Description	Documents
Data as per Data Template	View File
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

3.3.2 - Number of students participating in outreach activities organized by the institution during the year

3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

100

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	No File Uploaded
Report of each outreach activity with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

100

3.3.3.1 - Number of students participated in activities as part of national priority programmes during the year

100

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the claim along with photographs with caption and date	View File
Any other relevant information	No File Uploaded

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

Dengue Awareness campaign was organized by IQAC with NSS. Student meetings were held with clear discussion on nature and type of posters to be designed and slogans to be created in order to reach out to even the nearby slum dwellers for awareness. Detailed Plan of action was made and routes chalked out for the procession with all students and faculties to reach out to local community members and slum dwellers for sensitization and advice. But the campaign was not limited to awareness generation by knowledge dissemination. Bleaching Powder was bought and students were made to wear gloves and spread the same in nooks and corners of the locality including local market and slum. Again similar detailed plan of action was made during the visit to the blind boys' academy and welfare activities were implemented with future planning of further collaboration.

File Description	Documents
Relevant documentary evidence for the claim	View File
Report of each outreach activity signed by the Principal	View File
Any other relevant information	No File Uploaded

3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year

0

File Description	Documents
Data as per Data Template	No File Uploaded
Appropriate certificates from the awarding agency	No File Uploaded
Any other relevant information	No File Uploaded

3.4 - Collaboration and Linkages

3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year

0

3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year

0

File Description	Documents
Data as per Data Template	No File Uploaded
List of teachers/students benefited by linkage – exchange and research	No File Uploaded
Report of each linkage along with videos/photographs	No File Uploaded
Any other relevant information	No File Uploaded

3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year

1

File Description	Documents
Data as per Data Template	View File
Copies of the MoU's with institution / industry/ corporate houses	View File
Any other relevant information	No File Uploaded

3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges

One/Two of the above

File Description	Documents
Data as per Data Template	View File
Report of each activities with seal and signature of the Principal	View File
Any other relevant information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

The college Imparted education to the students in face to face mode with facilities of LCS and sound system. There are adequate spaces for accommodating the students so that they can learn easily. The college facilitates to Learning Management System build with local software where audio and study materials were uploaded so that students can use it at any time from anywhere. The most valuable project was launched in LMS in 2021, which is Page 56/88 12-05-2024 10:24:53 Annual Quality Assurance Report of SATYAPRIYA ROY COLLEGE OF EDUCATION Moodle and with this MOOCS are being started. Students can access to this LMS, they can reuse, relisten the audios, videos, lectures notes when ever they needed. On the other hand, teacher can also see and listen their audios or lectures again and again so that time is saved. The college provides several laboratories facilities for the students like- Physical Science Lab, Biological Lab, Geo Lab, Language Lab, Social Science Lab etc. where the students can develop their skill and knowledge in their subject of interest. The 16 computers have been arranged in Computer Lab where the students in particular semester can use as per their allocated routine so that they can practice hand to hand. There is also provision of internet facilities.

File Description	Documents
List of physical facilities available for teaching learning	View File
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.**4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities**

11

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	View File
Link to relevant page on the Institutional website	https://www.sprce.ac.in/wp-content/endurance-page-cache/_index.html
Any other relevant information	No File Uploaded

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

6753482

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	View File
Any other relevant information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

Library is automated using Integrated Library Management System (ILMS) Upload a description of library with 1) Name of the ILMS software- KOHA 2) Nature of automation- Fully 3) Version-19.11.03.000 4) Year of Automation- 2015 Additional information: sprcelibrary.ac.in

File Description	Documents
Bill for augmentation of library signed by the Principal	View File
Web-link to library facilities, if available	https://sprcelibrary.ac.in/
Any other relevant information	No File Uploaded

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

College Library Authority has installed KOHA Library management software in the library to make facility for the teachers, students and research scholars to access e- journals, e- books, dissertations to the Nlist, , esodhsindhu, consortium and also institutional repository. The users can access to the resource from their home also.

File Description	Documents
Landing page of the remote access webpage	View File
Details of users and details of visits/downloads	View File
Any other relevant information	No File Uploaded

4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases

Four of the above

File Description	Documents
Data as per Data template	View File
Receipts of subscription /membership to e-resources	View File
E-copy of the letter of subscription /member ship in the name of institution	View File
Any other relevant information	No File Uploaded

4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)

17700

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	View File
Any other relevant information	No File Uploaded

4.2.5 - Per day usage of library by teachers and students during the academic year**4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year**

4.

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	View File
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	https://sprcelibrary.ac.in/
Any other relevant information	No File Uploaded

4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are

One of the above

obtained as and when teachers recommend Documents are obtained as gifts to College

File Description	Documents
Data as per Data Template	View File
Any other relevant information	View File

4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

The college has an impressive network of computer with wi-fi facilities and ICT- based study, education and office work. There is impressive number of computers installed and employed at the service of the staff and students. The following facilities are available in the college as given below. LAN with Internet facilities available at the Students' Reading Room and the

Teachers' Enclosure at the Mezzanine Floor. The OPAC and WEB OPAC substantially contributing to the process. KOHA 19.11.03.00 VERSION software is run. Institutional Repository Digital Archives The computer laboratory of the library complete with airconditioning facilities especially organized for ICToriented classes and university- conducted practical examinations. ICT- enabled room for special classes, Endowment Lectures and discussion sessions. Virtual class rooms. The speed of the Internet is more in the library with 100 Mbps while the speed is 75 Mbps in each computer Lab and office respectively. The wi-fi connection in the library and Information Centre facilitates to the students of the college as well as the teachers to access to the e-resources for their study of interest. The speed is updated every year on the basis of utilization of the internet. The anti- virus in each computer is installed every year to keep update and virus free the computer so that users can use pen drive to share information and take hardcopy if needed.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	View File
Any other relevant information	No File Uploaded

4.3.2 - Student – Computer ratio during the academic year

6:1

File Description	Documents
Data as per data template	View File
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	View File
Any other relevant information	No File Uploaded

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:

D. 50 MBPS - 250MBPS

File Description	Documents
Receipt for connection indicating bandwidth	View File
Bill for any one month during the academic year indicating internet connection plan, speed and bandwidth	View File
Any other relevant Information	No File Uploaded

4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit

Five or more of the above

File Description	Documents
Data as per Data Template	View File
Link to videos of the e-content development facilities	https://lms.satyapriyaroycollege.in/
List the equipment purchased for claimed facilities along with the relevant bills	View File
Link to the e-content developed by the faculty of the institution	https://lms.satyapriyaroycollege.in/
Any other relevant information	No File Uploaded

4.4 - Maintenance of Campus and Infrastructure

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

464286

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	View File
Any other relevant information	No File Uploaded

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. are in place. Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

1. LABORATORY- There are well equipped Laboratory facilities such as Physics, Chemistry, Botany, Zoology, Geography, Arts and Craft, Language Lab and there is enough support facilities by the faculties and the administrative staff. 2 Library - There is well maintained Library with Digitization Facilities and Library is automated using Integrate Library Management System (ILMS) , name of the ILMS software is KOHA, version 19.11.03.000 and year of automation is 2015 , there is also LAN with Internet facilities available at the student's reading room and the Teachers' Enclosure at the Mezzanine Floor and there is also enough support facilities by the Librarian and the Library Support Staff. 3. Sports Complex- There is well maintained and space for indoor games such as Table Tennis, Carrom Board, Chess, Basket Ball, Volley Ball. 4. Computers- There is a separate ICT Lab and ICT enabled rooms for special classes, The 16 computers have been arranged in Computer Lab where the students in particular semester can use as per their allocated routine. There is also provision of internet facilities.. 5. Classrooms; The Institution has adequate classrooms with proper ventilation, lighting , proper sound system , screen for the Power point presentation, green board, white board. There is also enough support by the electrician who observes the matters related to electricity, fire and lift throughout the day.

File Description	Documents
Appropriate link(s) on the institutional website	www.satyapriyaroycollege.in
Any other relevant information	No File Uploaded

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning

All of the above

File Description	Documents
Data as per Data Template	View File
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	View File
Sample feedback sheets from the students participating in each of the initiative	View File
Photographs with date and caption for each initiative	No File Uploaded
Any other relevant information	No File Uploaded

5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable

Seven/Eight of the above

File Description	Documents
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded
5.1.3 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Data as per Data Template for the applicable options	View File
Institutional guidelines for students' grievance redressal	View File
Composition of the student grievance redressal committee including sexual harassment and ragging	View File
Samples of grievance submitted offline	No File Uploaded
Any other relevant information	No File Uploaded
5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)	One of the above

File Description	Documents
Data as per Data template	View File
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	View File
Report of the Placement Cell	View File
Any other relevant information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year

Number of students placed as teachers/teacher educators	Total number of graduating students
02	50

File Description	Documents
Data as per Data Template	View File
Reports of Placement Cell for during the year	View File
Appointment letters of 10 percent graduates for each year	View File
Any other relevant information	No File Uploaded

5.2.2 - Number of student progression to higher education during the academic year

5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

7

File Description	Documents
Data as per Data Template	View File
Details of graduating students and their progression to higher education with seal and signature of the principal	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

2

File Description	Documents
Data as per Data Template	View File
Copy of certificates for qualifying in the state/national examination	View File
Any other relevant information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

Student Council is involved in participatory decision making and the GS is a member of the IQAC as well as the Governing Body. All Co scholastic activities including excursion, sports, community outreach etc are done with active responsibility sharing and contribution of the members of the student council. Class Representatives are elected/selected by students themselves who collaborate with faculties for all academic and non academic needs of the students of their respective classes. Internship too sees their active participation in form of team leaders in each allotted school who collaborate with mentor teachers for smooth operation.

File Description	Documents
Copy of constitution of student council signed by the Principal	View File
List of students represented on different bodies of the Institution signed by the Principal	View File
Documentary evidence for alumni role in institution functioning and for student welfare	View File
Any other relevant information	No File Uploaded

5.3.2 - Number of sports and cultural events organized at the institution during the year

15

File Description	Documents
Data as per Data Template	View File
Reports of the events along with the photographs with captions and dates	View File
Copy of circular / brochure indicating such kind of events	No File Uploaded
Any other relevant information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

Alumni Association organizes seminars and collaborates with present students for contributing to various cultural programs. They are involved in participatory management and decision making through active representation in the IQAC.

File Description	Documents
Details of office bearers and members of alumni association	View File
Certificate of registration of Alumni Association, if registered	View File
Any other relevant information	No File Uploaded

5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support

Five/Six of the above

File Description	Documents
Documentary evidence for the selected claim	View File
Income Expenditure statement highlighting the alumni contribution	View File
Report of alumni participation in institutional functioning for the academic year	View File
Any other relevant information.	No File Uploaded

5.4.3 - Number of meetings of Alumni Association held during the year

1

File Description	Documents
Data as per Data Template	View File
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	No File Uploaded
Any other relevant information	No File Uploaded

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism

through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

Members of the Alumni Association meet with the IQAC and contribute by participating in planning seminars and cultural as well as co-scholastic activities that involve, motivate the present learners and promote talents in them. The Alumni members themselves participate with present learners that motivates the young learners to a great extent

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission. Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

The college is guided by the following vision and mission:

The vision of the college: The College aims at the total development of pre-service and In-service teachers of West Bengal. The college also provides learning opportunities to empower the trainee teachers with the knowledge, skill and attitudes to face personal and professional challenges with confidence

The mission of the college:

To spread the light of Education irrespective of gender, caste, creed, socio-economic background and any other socio-cultural/ethnic diversity. To inculcate values and accountability, professionalism, empathy, democracy and moral uprightness in the learners. The institution strives relentlessly to work towards teachers empowerment. College promotes participative management in decision making by constituting various committees with both teacher and student members. Committees are framed in order to cater to every aspect of learning, teaching, administration, cultural aspects, sports and overall development for both staff and students. The IQAC plans, suggests and dedicatedly strives to develop and maintain an

inclusive and democratic as well as progressive positive environment in the college and proceed towards academic excellence. All faculties from all departments are consulted with due respect by the IQAC for planning, decision making and execution. Learners are sensitized about current social issues like Swachh Bharat, AIDs and "Bete Bachao Bete Padhao", Vikshit Bharat, Skilled India etc.

File Description	Documents
Vision and Mission statements of the institution	View File
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	View File
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

College practices decentralization and participative management in its organization structure. The main functions of institution are classified into Administration, Academics, Examination and Human Resources. Every effort is made to include mechanism for evaluating and monitoring all quality parameters through its organization structure i.e. Governing Body, Principal, IQAC Coordinator, Coordinators of B.Ed and M.Ed, Committees and Faculties. The Principal is the head of the institution and implements Vision and Mission of the Institution. The IQAC of the college is involved in developing a quality system for conscious, inclusive and democratic planning, execution and review of quality initiatives.

File Description	Documents
Relevant documents to indicate decentralization and participative management	View File
Any other relevant information	No File Uploaded

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

The college maintains budget every year keeping updated data in the budget. The infrastructures, teaching learning process and other teaching learning materials are procured and/or installed as per norms as envisaged by the college to impart quality education to the students. The salary of the staff are recorded in the acquaintance roll and PF Interest accrued from the Directorate of Pension, Provident Fund of Govt. Of West Bengal for both Teaching and Non Teaching Staff are recorded in the PF Register and also provided to every staff annually. The college makes a plan and academic calendar every year before starting the new session. The admission of both B.Ed, M.Ed and other Add-on-Courses are taken according to the merits keeping the Reservation policies as per Government Rules. . The Lectures in audio and video format are uploaded in the LMS Learning Management System as installed in our college website. The Dissertations of the M.Ed. Students are allocated equally to the Teachers and evaluated meticulously in a totally unbiased way. Various administrative bodies (Committees and Sub Committees) are framed like Governing Body, Finance Sub Committee, Admission Sub Committee, RUSA Committee, Academic Council, Library Sub Committee etc. with transparency. The members of every committee participate in decision making of the college activities and provide constructive suggestions for the betterment of the college.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	View File
Any other relevant information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

Perspective/ Strategic plan and deployment for Continuous improvement in all spheres of education, setting benchmark and review of attainment is done in Satyapriya Roy College of Education. Perspective plans are envisaged and suggested by the IQAC, discussed at the governing body meeting and its implemented with the help of the Coordinators. Some of the strategies thus deployed are briefly given below:

1. Starting of M.Ed Course in the year 2015 and seat limit 50

2. Starting of PG Diploma in Guidance and Counselling in the year 2017 and Starting of PG Diploma in Educational Planning and Management in the year 2021

3. Installation of Biodegradable waste disposal machine for a Swachh Campus along with plantation of herbal garden and water reusage

4. Signing MoU with RKM in 2023 for Value education, seminars, symposia and research

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	https://www.satyapriyaroycollege.in/BEEd/
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

College promotes participatory management in decision making by constituting various committee with both Teacher and Student members. Committees are framed in order to cater various aspects of learning teaching, administration, cultural, sports and overall development of both staff and student. Name of the committees are given below: 1) Finance Sub-Committee 2) Cultural Committee 3) Academic Sub Committee 4) Admission Sub committee 5) Library Sub Committee 6) Journal Committee and Magazine Committee 7) ICC 8) NSS 9) Anti Ragging 10) RUSA Committee 11) IQAC 12) NAAC 13) NCTE sub committee 14) Website development cell 15) Different club activities through sikshartha samsad, Eco Science club, Literary Club, Debate club, Cultural club, Technical club) Teachers are members of academic council, IQAC committee and all the committees of the institution. Starting from deciding the work plan activities related to syllabus, teachers have been given freedom to propose various activities

File Description	Documents
Link to organogram on the institutional website	Nil
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students

All of the above

File Description	Documents
Data as per Data Template	View File
Screen shots of user interfaces of each module	View File
Annual e-governance report	View File
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

IQAC meetings identified the need for conducting FDP for upgrading the faculties' skill and competency in ICT integrated teaching in teh fast evolving educational scenario and to sign at least oneMoU with other instituions for benefit of the students.

Accordingly IQAC took active initiative to collaborate with Netaji Subhas Open University to conduct a NATIONAL level FDP on Integration of ICT for teaching and assessment and also successfully signed a MoU with Ramakrishna Mission Swami Vivekananda's Ancestral House and Cultural Centre for a free Course on Value Education by eminent resource persons and furhter collaboartion for research and semianrs.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	View File
Action taken report with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

1) The institution has effective welfare measures for teaching and non teaching staff like GSLI, WBHS for the teaching faculty, HRMS 2) The teaching, non teaching and support staff of the college received their salaries on time. 3) Newly appointed teachers begin to receive their salaries from the government after a delay of six months or more. When requested, the management/ GB have paid salaries for six months to such newly appointed teachers before being reimbursed by the government. 4) Additional workload and additional allowance given by the institution. (Both for Teaching and Non Teaching Staff) 5) Laptops given to faculty to promote Research and Development of e-content for teaching. 6) Staff are allowed to use college ICT facilities for their research work. 7) Staff rooms have been equipped with computers with internet facility , printers, furniture, and a refrigerator. 8) OD is provided for attending examination, workshop, orientation course, refreshers course, conferences. 9) Advance bonus for permanent non teaching staff and bonus for non permanent non-teaching staff 10) The support staff/house keeper receives free uniforms each year.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	View File
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend seminars / conferences /

workshops and towards membership fees of professional bodies during the year

0

File Description	Documents
Data as per Data Template	View File
Institutional Policy document on providing financial support to teachers	No File Uploaded
E-copy of letter/s indicating financial assistance to teachers	No File Uploaded
Certificate of participation for the claim	No File Uploaded
Certificate of membership	No File Uploaded
Income Expenditure statement highlighting the financial support to teachers	View File
Any other relevant information	No File Uploaded

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

2

File Description	Documents
Data as per Data Template	View File
Brochures / Reports along with Photographs with date and caption	View File
List of participants of each programme	View File
Any other relevant information	No File Uploaded

6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes

1

File Description	Documents
Data as per Data Template	View File
Copy of Course completion certificates	View File
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

The Institution has a performance appraisal system for all teaching and non teaching staff. Each teacher fills in a self appraisal form provided by the IQAC as per UGC proforma at the end of the academic year. This self appraisal is comprehensive and covers teaching-learning, research, extension, professional contributions and contributions to the college. Teaching faculty performance is reviewed based on student results, punctuality, commitment, teaching skills, number of papers presented, number of conference and workshops attended, research projects undertaken and involvement in other college activities. Teacher's diary of teaching learning accomplishments in each class (for each subject) is maintained by the teachers this serves as a self monitoring tool for teachers. Overall performance of Non-teaching staff is appraised by the Principal and other members of the management on the basis of attendance and character role. This is done through a feedback meeting which may be in the form of a group meeting or meeting with an individual staff

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	View File
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

Yes by Government Auditor as well as College appointed Internal Auditor (Sumit Rudra & Associates- 2023-2024)

File Description	Documents
Report of Auditors of during the year signed by the Principal.	View File
List of audit objections and their compliance with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

0

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	No File Uploaded
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	No File Uploaded
Any other relevant information	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

For mobilization of funds Budget is prepared and endorsed by the Governing Body. All expenditure details is maintained by the Accountant and Cashier and all payments are made against vouchers duly signed by the concerned. Tenders are called for any purchase and order placed after selection of the appropriate vendor. Work Orders are issued for any work against payment. Regular Audit is done by Government as well as Internal Auditor [Registered Chartered Accountant].

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

1) Submission of data for AISHE portal. The institution has achieved teh following through IQAC:

1. Observation of Anti-ragging week, August, 2023 (as per UGC circular). Sensitization for a ragging-free campus , essay competition.
2. Formation of SGRC and Students' orientation on SGRC (Student Grievance Redressal Committee and its function), 18th August, 2023
3. Invited Talk & Panel Discussion on Inclusive Development, 18th August, 2023
4. National Sports' Day Celebration 2023 (as per UGC directive) by IQAC
5. Dengue Awareness campaign (as per directive by Govt of West Bengal). Bleaching powder spread in locality by students.
6. 5 Days NATIONAL LEVEL Faculty Development Program (13th Sep- 17th Sep, 2023) organized in blended mode by IQAC, in collaboration with NSOU.
7. MoU signed with Ramakrishna Mission Swami Vivekananda's Ancestral House and Cultural Centre for 6 months Certificate Course in Value Education Course and seminar, symposia and research collaborations.
8. Mock Parliament organized as student experiential learning.
9. Annual Sports & Community Outreach . 2nd December, 2023
10. Many activities like debate, quiz, extempore speech, poster competition etc promoting students' creativity, critical analysis skill, reflective thinking, logical reasoning etc in Observation of Students' Week 2024. 9th January, 2024.
11. International Mother Language Day Celebration for promotion of multilingual multicultural inclusive environment and honouring Indian Languages, 21 February, 2023.
12. Alumni meet and program on "Therapeutic Effect in Stress

Management: Rabindranath er kothay o Sure" ON 20th April,2024.

13. International Yoga Day, 2024 at college: yoga competition to promote mindfulness and health awareness.

14. G20 Activities

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	View File
Any other relevant information	No File Uploaded

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

Review of Teaching Learning Process is done by systematic and periodic Feedback collection from students and guardians and subsequent analysis by Neutral member of the Academic Council. The Feedback collection proforma is developed by IQAC and circulated periodically. The IQAC Meeting then discusses the issues identified and develops a Plan of action after meticulous consultation with faculty members from all departments. A register is maintained to review use of ICT by faculty members for teaching process. IQAC has developed a process of video recording of selected demonstration lessons by the faculties for self-review and development. The IQAC encourages brainstorming and candid discussion of teaching related issues and problems in Academic Council meetings and subsequent plan of action is developed.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	No File Uploaded
Any other relevant information	View File

6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year

3

File Description	Documents
Data as per Data Template	View File
Report of the work done by IQAC or other quality mechanisms	View File
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	View File
Any other relevant information	No File Uploaded

6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit (AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF

Three of the above

File Description	Documents
Data as per Data Template	View File
Link to the minutes of the meeting of IQAC	https://www.satyapriyaroycollege.in/IOACMinutes/
Link to Annual Quality Assurance Reports (AQAR) of IQAC	https://www.satyapriyaroycollege.in/IOACAQARReports/
Consolidated report of Academic Administrative Audit (AAA)	No File Uploaded
e-Copies of the accreditations and certifications	View File
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	No File Uploaded
Any other relevant information	No File Uploaded

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

Instancel:

a) Swachh Campus enhanced with Dengue awareness campaign with procession, posters, slogans, interaction with community members and sensitization of local market vendors and slum dwellers. bleaching powder spread in whole campus as well as in whole locality, garden cleaned and regular cleanliness ensured by sensitizing fourth class staff. Regular monitoring ensured through a campus sub-committee.

b) SGRC Established in 2023 and all students sensitized, Separate Email Id and confidential post box created for posting complaints. Committee created.

Instance 2:

Value education integrated with regular course . it is done in blended mode in collaboration with Ramakrishna Mission Swami Vivekananda's Ancestral House and Cultural Centre. Regular classes are held , interaction done and online exam conducted for effective integration of values in teacher education.

File Description	Documents
Relevant documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

Efforts are being made for installation of solar panel and negotiation with state government is ongoing

File Description	Documents
Institution's energy policy document	View File
Any other relevant information	No File Uploaded

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

- Different colour bins for waste collection.
- Plastic Collection (non- biodegradable).
- Composting Pits for garden waste.
- Solid Waste: The waste is generated by all sorts of routine activities carried out in the college that includes paper, plastics and food. The waste is segregated at each level and source. Waste in each floor is collected at designated time interval. The safari worker is collect, clean, segregate and compile the waste in the dustbins (Green, Blue and Red) provided on each floor.. The college has contacted on authorized vendor of Bidhannagar Municipality Corporation who collects the waste from designated place, segregate them, recycles them and dispose them at landfalls authorized by the government.
- e-waste Management: Electronic equipment such computer, printers cartridges, photocopy machines are recycled properly. Instead of buying new machine buyback option is taken for technology upgradation. The e-waste generated from hardware which cannot be reused or recycled is being disposed off centrally through authorized vendors.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant

All of the above

File Description	Documents
Documentary evidence in support of each selected response	View File
Geo-tagged photographs	View File
Income Expenditure statement highlighting the specific components	View File
Any other relevant information	No File Uploaded

7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage

Three of the above

File Description	Documents
Income Expenditure statement highlighting the specific components	View File
Documentary evidence in support of the claim	View File
Geo-tagged photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

Green Campus Initiatives 1. Restricted entry of automobiles. 2. Encouraging learners to use Bicycles. 3. Pedestrian- friendly pathway. 4. Ban of use of Plastic in the campus. 5. Landscaping and creation of herbal garden

File Description	Documents
Documents and/or photographs in support of the claim	View File
Any other relevant information	No File Uploaded

7.1.6 - Institution is committed to encourage green practices that include Encouraging use

Three of the above

of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	View File
Circulars and relevant policy papers for the claims made	No File Uploaded
Snap shots and documents related to exclusive software packages used for paperless office	No File Uploaded
Income- Expenditure statement highlighting the specific components	View File

7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)

142827

File Description	Documents
Data as per Data Template	View File
Income Expenditure statement on green initiatives, energy and waste management	View File
Any other relevant information	No File Uploaded

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not more than 100 - 200 words

The teacher education curriculum transacted in the college consists of the different. topics that generate awareness about and promote practices related to social integration and an inclusive environment that nurtures cultural, social, linguistic, regional, socio-economic, communal and other diversities. This institution actively incorporates the surrounding local environment, community knowledge, and existing practices into its curriculum and operations by:conducting field studies that directly engage with local

communities, integrating local expertise into research projects, tailoring courses to address specific environmental challenges faced by the region, and actively involving community members in decision-making processes to ensure relevance and impact; thereby leveraging local resources and addressing unique community challenges while fostering a deep understanding of the local context. Curriculum transaction includes direct study of the local ecosystem, socio-cultural, linguistic and environmental issues, using field trips and hands-on learning experiences within the community. Course content is adapted by modifying curriculum to reflect specific local challenges, such as water management, deforestation, alternate source of energy, gender discrimination removal, climate change adaptation strategies etc.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	View File
Web-Link to the Code of Conduct displayed on the institution's website	View File
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	View File
Details of the Monitoring Committee, Professional ethics programmes, if any	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website)
Describe any two best practices successfully implemented by the institution as per NAAC format

1. **ICT Enabled Environment:?** To create an updated teaching method through Technology.? To Integrate Assistive Technology in the classroom.? To encourage the students to actively participate in the lecture.Capitalizing on the wealth of digital learning gadgets available today and also understanding the necessity to adapt education to suit students of the modern evolving society, the Institution has endorsed many modern pedagogical models with ICT integrated transaction of the curriculum.A combination of the flipped classroom model and Blended Learning is in place and Smart board and a dedicated Audio-visual Room is provided. Students also make presentations and generate e-content in the institution.

2. **Value Education** in collaboration with Ramakrishna Mission Swami Vivekananda's Ancestral House and Cultural Centre is done to inculcate values in the future teachers and to sensitize the future teachers about the importance of universal and human values that would enable them to address various oddities of life and guide and nurture young minds in future.Deliberate integration of ethical and moral values into the curriculum prepare future teachers to not only impart academic knowledge but also instill positive values like honesty, integrity, respect, responsibility, and social awareness in their students, thereby shaping them as well-rounded individuals

with strong character.Regular weekly classes are taken by monks and eminent resource persons assigned by our MoU partner Ramakrishna Mission Swami Vivekananda's Ancestral House and Cultural Centre,Well structured online examination taken for certification.

File Description	Documents
Photos related to two best practices of the Institution	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

The institution aims at preparing quality teachers who would nurture the future citizens of our nation. So along with research , innovation and techno-pedagogy, one distinctive practice of the college is integration of values in the curriculum and teaching to prepare upright teachers with integrity, sincerity, accountability, responsibility, dedication, selflessness and honesty.

Title of the Practice: Value Education in collaboration with Ramakrishna Mission Swami Vivekananda's Ancestral House and Cultural Centre

a. Objectives of the Practice

- To inculcate values in the future teachers
- To sensitize the future teachers about the importance of universal and human values that would enable them to address various oddities of life and guide and nurture young minds in future

b. The Context

Deliberate integration of ethical and moral values into the curriculum and teaching practices prepare future teachers to not only impart academic knowledge but also instill positive values like honesty, integrity, respect, responsibility, and social awareness in their students, thereby shaping them as well-rounded individuals with strong character.

c. The Practice

- Regular weekly classes are taken by monks and eminent resource persons assigned by our MoU partner Ramakrishna Mission Swami Vivekananda's Ancestral House and Cultural Centre
- Lively interaction on central issues is encouraged and related guidance provided.
- Well structured online examination taken for certification.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	View File
Any other relevant information	No File Uploaded