



Sammilani Mahavidyalaya

(NAAC ACCREDITED B++)
[AFFILIATED TO CALCUTTA UNIVERSITY]
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KOLKATA - 700 094

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Website :

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Date 20/07/2023

Ref. No.....

A- ATR w.r.t recommendations of the NAAC Peer Team visited in the 2nd cycle and meetings held in the period 2018-2023.

The House reviews the achievements w.r.t recommendation of the NAAC Peer Team visited in the 2nd cycle and meetings held in the period 2018 to 2023.

PT Recommendation 1: Introduction of job oriented skill based vocational courses in line with B.Voc. Courses recommended by UGC

Achievement:

- The Career Guidance and Placement sub-committee of the college has taken initiative and introduced various vocational courses under the heading of SMV School of Professional Studies. The courses are :
 - a) Functional and Communicative English Course
 - b) Certificate course on Microsoft office
 - c) Diploma Course on Basic tailoring (specially for female students) – college has received a financial grant of Rs. 1.5 lac from the esteemed AMBUJA NEOTIA group under the CSR project to run the diploma course on basic tailoring.
 - d) Training courses for cracking Competitive exams.Though these courses are specially designed keeping in view the need of our students, along with we have kept provision to admit interested students from other colleges also.

Recommendation 2: Teachers to be encouraged to avail financial assistance from different funding agencies to undertake minor/major research projects

Achievement:

- The college authority has been encouraging its faculty members to write research projects and submit the same for financial assistance from UGC.
- There are a good number of Doctoral research works have been undertaken by the faculties. Total number of Ph.D. award received in the period is 07. Besides, at present there are more than 82 published papers altogether in both UGC CARE listed journals and other peer reviewed journals.
- In the year of 2019, Dept. of philosophy has received an amount of 10,000/- (ten thousand only) from Indian Council of Philosophical research (ICPR), a central govt. organization to conduct the periodic lecture series.

Recommendation 3: Construction of Physical Infrastructure for differently abled students



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As per recommendation of the PTV, to improve infrastructure, academic resources, the College has submitted DPR pertaining to procurement, renovation and new construction under the component 9 under RUSA 2.0. The institution received the first instalment of RUSA grant in August, 2018 and utilized the same for the purpose of infrastructure renovation, new construction and purchasing equipment. **Ramp for differently able students and other facilities have been constructed** in the new annexed building, along with its four class rooms and wash rooms. This has reduced the problem of space crisis to some extent. The renovation works like escalation of the floor of the passage of ground floor, remodelling of the strong room and its attached wash rooms, reconstruction of the sewerage lines etc have been completed in the year of 2020-21.

- Subsequently after receiving the grant it has successfully utilized the grant in various ways by purchasing various equipment like AC Machines, RFID in Library, Library books, Laboratory equipment of various departments, furniture, and computer with accessories during 2019-20. ERP system introduced in the year 2021. The college takes initiative for Green audit, environment audit and energy audits in recent years.

Recommendation 4: Organise more national/international seminar/conference/workshops, etc.

Achievement:

Every year on regular basis our college organizes seminars/workshops/ conferences in various fields keeping in view advancing knowledge of the teachers and the students. There are more than 25 number of seminars have been conducted in different departments within these couple of years. Some of them need special mention.

- Seminar on IPR
- Inter disciplinary Seminars
- Workshops on syllabus
- Motivational seminars
- Departmental seminars
- ICPR seminars/ lectures
- Seminars on environment and sustainability
- Webinars on career-oriented opportunities.
- Seminar on Gender sensitization by Internal Complaint Committee (ICC)

Besides, our college has purchased Google Workspace G-Suite platform for online teaching, learning, seminars and training programmes.



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Recommendation 5: IQAC to be made more functional and proactive

Achievement:

Internal Quality Assurance Cell has become more functional and proactive throughout the sessions. Following are some mentionable activities of IQAC during the last five years.

Session 18-19

- Successful implementation of fully online admission process as per the direction of the Higher Education Department, Govt. of West Bengal.
- Introduction of fully online feedback system
- Shifting of the central library to a more spacious area in the new building and up gradation of the library facilities.
- Making teachers, non-teaching members and students acquainted with the newly introduced CBC system, through group meetings and classrooms orientation programmes.

Session 19-20

- With the assistance of Academic Council, a training programme for the teachers has been organised on "Procedures to take online classes". To orient the teachers in facing the new normal situation during COVID 19 pandemic. Various such programmes are being carried out time to time. Such as our library has organized an international webinar on "Problems and Prospects of College libraries in online teaching learning process".
- IQAC organises motivational seminars/webinars for students to help them cope up with the pandemic situation.
- IQAC initiated Signing of MOUs with various institutions for the academic and professional purposes.
- It introduced online examination portal for conducting University examinations during COVID 19.

Session 20-21

- Free COVID-19 Vaccination Camp in the college in collaboration with the Department of Health & Family Welfare, Government of West Bengal and the Department of Higher Education, Government of West Bengal.
- IQAC supervised the awareness Generation Camp on Students' Credit Card Scheme, an initiative of the Government of West Bengal
- IQAC conducted several cleaning and sanitization drives within college premises keeping in view COVID 19 pandemic.



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- Arrangement of e-Workshops, Webinars, e-Lecture Series in collaboration with other colleges supervised by the IQAC.
- IQAC organized Training Programme for improving skills related to using the new Tally Prime Software, for staff members of Accounts Section in the college office.

Session 21-22

- IQAC Organised orientation programmes which were basically a preparatory initiative for introducing a vocational course on Functional and Communicative English.
- It Organised a One Month Internship Programme and Training for the Final Semester Commerce Students.
- IQAC introduced Certificate Course on Yoga for the students in collaboration with Vivekananda Yoga Anusandhana Samsthana, Kolkata branch, S-Vyasa Yoga University Bangalore (Deemed University).
- IQAC initiated installation process of Enterprise Resource Planning (ERP) software for the college.
- IQAC introduced Green Audit, Energy Audit and Environment Audit of the college along with ISO 9001:2015 certification.

Session 22-23

- IQAC took initiative for preparing AAA.
- Under the guidance of IQAC, career guidance & placement cell of the college introduced a good number of vocational courses for our students, non -teaching staff and for interested outside students as well.
- IQAC in connection with Placement cell runs a diploma course on tailoring with the support of CSR initiative of AMBUJA NEOTIA
- It conducted Self-defence course for female students.
- It took responsibility to celebrate silver jubilee year of the college foundation day this year.
- It introduces a good number of add-on/ certificate/value added courses keeping in view the need and necessity of the students.
- Under the recommendation of IQAC, college has signed a good number of MoU/collaborations with academic institutes and industry as well.



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Recommendation 6: Mentoring system to be initiated

Achievement:

As per recommendation of NAAC peer team, our college has initiated mentoring programme since 2018. The process adapted for mentoring students is as follows:

- i) Each teacher of a department has been assigned for some mentees through a lottery process.
- ii) There is a regular sitting with the mentees.
- iii) Besides, as per the demand and requirement of the mentees, mentor takes individual care and counsel them as and when required.
- iv) Apart from academic concern, mentors also deal with financial, psychological and personal concerns of the mentee.

Recommendation 7: Strengthening career counselling and placement cell for imparting coaching for competitive examinations and improving placement records

Achievement:

- The Career Guidance and Placement Cell of the college has started organising more career counselling through several job fairs every year and on-campus placement drive – a good number of students are getting jobs in different fields.
- In addition to these, to strengthen and encourage various types of career drives and job opportunities, the cell has introduced training program on various competitive exams. With the support of Ambuja Neotia the cell has designed a one year training course for cracking job in Government sectors. Renowned educators from all over West Bengal are engaged for delivering classes in hybrid mode.

Recommendation 8: Library may be strengthened by subscribing more research-based journals and magazine

Achievement:

- As recommended by the Hon'ble NAAC peer team, with the initiative of IQAC, the library has been shifted to the new building. At present it has become more spacious with better facilities and consequently more useful to the students and teachers. The library is providing **e-journals and e-books** to the students and the teachers through NLIST & DELNET consortium. The Central Library of SMV with 18 seminar libraries plays a vital role in acquisition, organization, and dissemination of knowledge. Central Library is handling its day-to-day work through Koha (Integrated



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Date

Recommendation 9: Collaborative linkage with industry and other institution and organisation

Achievement:

- The college has been engaging different institutes of higher education and organisation through signing MoU for collaborative linkages since 2018 for exchange of programmes in academics and research, seminar and conference, consultancy and extension activities, cultural exchange, excursion and internship, faculty and staff development programmes, skill development etc. List of the HEIs and institutes are:

- i) Bankim Sardar College,
- ii) Fakirchand College,
- iii) KK Das College,
- iv) Mahestala College,
- v) Netaji Nagar College for Women
- vi) Panchla Mahavidyalaya,
- vii) Purash-Kanpur Haridas Nandi Mahavidyalaya,
- viii) Raidighi College,
- ix) Ramakrishna Mission Vivekananda Centenary College Rahara,
- x) Ramakrishna Sarada Mission Vivekananda Vidyabhaban,
- xi) Sirakhol College,
- xii) Sundarban Mahavidyalaya
- xiii) Vidyasagar College for Women
- xiv) ICA Edu Skill Pvt. Ltd,
- xv) ELTAGLOBAL,
- xvi) Disha Fashion Institute,
- xvii) Pune Institute of Business Management,
- xviii) Satikanta Guha Centre for Culture & learning
- xix) M/S. Redivivus Recyclers Private Limited in providing Recycling and Waste Management services for dry recyclables including E-waste.
- xx) Vidyasagar University (distance study centre)
- xxi) Netaji Subhas Open University



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Recommendation 10: Strengthening language lab for improving communication skills in English and soft skill

Achievement:

There is a set up for a language lab in our college. College has purchased the software and equipment to establish the laboratory.

Sangita Dey Sankar
Coordinator 28/07/23
IQAC

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Gana
20.7.23

Principal
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B- Resolutions adopted in the meeting held on 20.07.2023

The meeting of today starts with Hon'ble Principal, Dr. Chandan K. Jana in the Chair.

Hon'ble Chairman congratulates the members of the IQAC for successful submission of AQAR 2021-22 on 12.06.2023.

Agendum 1:

Resolutions adopted in the last meeting (date: 22.06.2023) are read and confirmed.

Agendum 2: The Principal reports that he has received an order of the Higher Education Department to submit the SSR by 31.12.2023 (memo no. ED-111/2023, dtd. 21.6.2023). After a detail discussion it is unanimously resolved in the House that IQAC will submit IQA followed by SSR and would request the GB for necessary approval.

Agendum 3: Considering the academic and administrative plans and programme as per NEP (National Education Policy).

Resolved unanimously that, as per previous sessions, in this session also the college will take several measures for upgradation of academic as well as administrative infrastructures. Some of the measures have been pointed out by the Principal and members of the cell. These are stated below:

- a) Academic calendar for the year 2023-24 to be prepared.
- b) Teaching plan at the beginning of the session to be made available to the students and the same has to be submitted to the Academic Council.
- c) Departmental committee meeting (DCM) to be convened on regular basis and record of the meeting to be preserved.
- d) Result analysis to be done regularly.
- e) Following NEP 2020, each department should take initiative of the Internship programme as and where prescribed by the affiliating University.
- f) Department should inform the students about the subjects referred as IDC by the University in advance.
- g) A central orientation programme shall be carried out well in advance for the new comers.
- h) Compulsory mentor-mentee programme be carried out in each department following the guidelines of UGC.
- i) More of outreach activities, educational tours, field works, project making etc. be organized as per demand of the syllabus.
- j) Students progression mechanisms such as periodical tests, Quiz on syllabus, surprise test, role reversal, students' seminar, wall magazine and some innovative measures to be adopted.



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Agendum 4: Considering vocational course on Functional and Communicative English for the students of Semester -I and Semester -II.

Resolved that, the certificate course on Functional and Communicative English be offered to the new students and old as well. It is resolved further, that each and every department will convince the students about the benefit of the course. Along with CCF course, the students be directed to take admission to other vocational courses offered by the college.

Agendum 5: Organizing seminars, conferences and workshops in the forthcoming session.

Resolved unanimously that, more of seminars / workshops/ conferences (

International /national/state-level/college level) to be organised on various topic considering the need of the hour. In this regard, the house has drawn the attention of the HOI about the unavailability of infrastructure. Further, house requested the HOI and the finance committee Convenor to fasten the process of building a state -of the-art seminal hall for all the above purposes.

Agendum 6: Encouraging Research and Development activities for faculties and students as well.

Resolved further, that a Research and Development cell as prescribed by the UGC be formed where faculties and scholars can pursue their research work. And as an encouragement to the research work/ project work, the college will provide a seed money depending upon the nature of the research/project. For this purpose, the college will provide a suitable space in front of the library so that researchers/students/faculties can use the library at most. Along with the research activities, the space will be used for different types of consultancy for the stake holders that can help the college to earn some revenues. To execute the concept at its best, the space needs to be equipped with necessary arrangements.

Further resolved that, the college will bear the registration fees for those faculties who will be going to present a paper in seminar/workshop/ conference.

Agendum 7: Considering several add-on courses (at least 30 hours) for both students and staff.

Resolved unanimously that, more of Add-on courses for both students and staff be arranged. More of MoU's and collaboration with academia and industry be initiated. Online courses conducted by SWAYAM - MOOC certificate courses, NPTEL courses be encouraged.

Agendum 8: Introducing Vocational courses on yoga and self -defence (only for female students).

Resolved unanimously that, vocational courses on Yoga and Self -defence

(Only for female students) be initiated from current session.



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MISC.

Under the heading of the miscellaneous, the following points have been discussed:

I) Initiation of second phase of the workshop (30 hours at least) on drama as apart of performing arts. Dr. Sudeshna Basu be entrusted with the responsibility.

II) Proposal made for initiation of bi-lingual research journal with ISSN number under the supervision of Research and development Cell.

As there were no other issues to be discussed, the meeting ended with vote of thanks to the chair.

Sangeeta Sanyal

IQAC Coordinator
IQAC

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Gana
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PRINCIPAL

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