



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

SUDHIRANJAN LAHIRI MAHAVIDYALAYA

- Name of the Head of the institution **DR. DIPANKAR GHOSH**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **07432991235**
- Mobile No: **9331021776**
- Registered e-mail **srlmahavidyalaya@rediffmail.com**
- Alternate e-mail **principal.srlmmajdia@gmail.com**
- Address **SUDHIRANJAN LAHIRI MAHAVIDYALAYA,
P.O.-MAJDIA, DIST-NADIA**
- City/Town **MAJDIA**
- State/UT **WEST BENGAL**
- Pin Code **741507**

2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **UNIVERSITY OF KALYANI**
- Name of the IQAC Coordinator **SHUBHAIYU CHAKRABORTY**
- Phone No. **09433351204**
- Alternate phone No. **7890831595**
- Mobile **09433351204**
- IQAC e-mail address **iqac.srlm@gmail.com**
- Alternate e-mail address **shubhaiyu.chakraborty@srlm.ac.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://srlm.ac.in/index.php?option=com_content&view=article&id=28&Itemid=0

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://srlm.ac.in/images/aqar/2020-21/Criterion%201/Acacemic%20Calendar2020-2021.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.37	2008	16/09/2008	15/09/2013
Cycle 2	B	2.84	2015	03/03/2015	02/03/2020

6. Date of Establishment of IQAC

23/06/2008

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of

[View File](#)

IQAC

9.No. of IQAC meetings held during the year 1

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

There was a lot of work to be done in terms of raising instructors' digital awareness in the wake of the utterly unexpected and unpredicted COVID-19 outbreak, which forced the institution to shut down. Only then would a full shift to an online teaching and learning environment be possible. To enable this digital "shift," the IQAC decided to organize many awareness campaigns and disseminate information. All of the meetings were held using GMeet, which had two purposes: first, to increase platform awareness; second, to provide teaching staff with technical training on platforms like Google Classroom. As a result of these awareness campaigns, courses have successfully moved to the Google Classroom and GMeet platforms.

The IQAC has decided on a number of academic and awareness-building initiatives through a number of online lectures and programs, even during this COVID circumstance. Even state-level, national and international level webinars were conducted for the same. This was a cross-departmental endeavor with the aim of incorporating scholars of worldwide standing. Plans have been made for online awareness campaigns on serious diseases, such as COVID19, for which the IQAC has chosen to contact physicians and specialists at the national level. Additionally, it has been agreed to take all necessary steps to involve the local community in these activities.

Although the mentor-mentee relationship was already being accelerated by the IQAC, the COVID pandemic made this arrangement absolutely essential. It has been decided that teachers will be adequately informed and encouraged to personally engage with the students to be able to understand the precise nature of their problems, including those that are not strictly academic. Specific steps have been taken, especially during this pandemic, in order to assign mentors to students in each department. Due to the increased complexity of helping pupils cope with the novel psychological stress caused by the pandemic and forced stay-at-home scenario, this has now shown to be much more crucial.

Many of the students at this rural college have chosen to enroll in general degree courses. The institutional closure has proven to be a major obstacle to their education because it has made it more difficult for them to purchase books for a syllabus that has been completely revised for CBCS requirements due to the cost ramifications of such an extensive lockdown. As a result, the IQAC has determined that a limited number of documents and reading materials will be posted online for students to download whenever they choose. Additionally, it has been decided that the college will maintain hard copies of those documents at the office repository.

IQAC has made the decision to support the teaching staff in utilizing the many data collection tools, such as the Google form, that are accessible to record the various kinds of answers from students or even other educators. Through the college's efficient feedback system, students rate the effectiveness of each teacher based on their perceptions of their lessons. The IQAC has made the decision to support a thorough switchover to a digital system for collecting feedback during the epidemic.

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

Plan of Action	Achievements/Outcomes
<p>Considering the particulars of the pandemic-caused catastrophe, which call for a complete institutional shutdown, the college would have to accept the</p>	<p>The institution has effectively organized several online awareness campaigns to inform the faculty about student access platforms like Gmeet, and Google Classroom. As a result, regular classes have been held with the fewest possible procedural issues, given the circumstances.</p>
<p>The IQAC proactively promotes departmental organizing of academic seminars in order to transform learning into a fruitful, engaging, and stimulating experience that benefits students' conceptual development.</p>	<p>Due to the unfeasibility of seminars in regular settings, the college has organized several online programs. Scholars of national and worldwide renown participated in a lengthy, multidisciplinary, international seminar that was organized, but the college wanted to do more for local awareness at the IQAC's request. As a result, several internet awareness campaigns were organized, featuring well-known national health experts who informed participants about the risks associated with COVID -19</p>
<p>In order to ensure that all viewpoints are taken into account and the system runs smoothly, the IQAC also actively seeks out pertinent input from students, guardians of students, and other stakeholders. Additionally, the IQAC organizes frequent parent-teacher conferences to address legitimate grievances pertaining to particular issues and guarantee their satisfactory resolution and the uninterrupted continuation of academic activities.</p>	<p>Online Feedback is taken from stakeholder to ensure effective functioning of the institution</p>

<p>Teachers from various Departments are taking appropriate notice thanks to the arrangement made by the IQAC. of any unusual or deviant behavior on the part of a worried student, if any, and offer guidance on how to deal with any specific delinquency so that the student can overcome psychological issues and regain normal social adaptability. Additionally, the IQAC has made it a point to keep an eye on the psychometric development of the concerned student and, if necessary, to recommend further professional psychiatric guidance.</p>	<p>The mentoring scheme has been implemented for the same</p>
<p>IQAC strives to perform their social responsibilities through the NSS unit and NCC units by lending a helping hand to the nearby villages to make them socially aware</p>	<p>A study of Impact of Covid-19 in adjoining villages as per UGC guidelines and the people were made aware of the precautions to be taken for the same.</p>

13. Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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3.Website address (Web link of the AQAR (Previous Academic Year)	https://srlm.ac.in/index.php?option=com_content&view=article&id=28&Itemid=0				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://srlm.ac.in/images/aqar/2020-21/Criterion%201/Acacemic%20Calendar2020-2021.pdf				
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<p>Name</p>	<p>Date of meeting(s)</p>
<p>Nil</p>	<p>Nil</p>
<p>14. Whether institutional data submitted to AISHE</p>	
<p>Year</p>	<p>Date of Submission</p>
<p>2020-2021</p>	<p>23/02/2022</p>
<p>15. Multidisciplinary / interdisciplinary</p>	

16.Academic bank of credits (ABC):
17.Skill development:
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
20.Distance education/online education:

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	21
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	5339
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1296

File Description	Documents
Data Template	View File
2.3	1650
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	42
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	43
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	25
Total number of Classrooms and Seminar halls	
4.2	44.65
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	54
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and	

documented process

SudhiranjanLahiriMahavidyalaya, affiliated to the University of Kalyani, is one of the most well known landmarks in the educational landscape of Nadia district.. It ensures effective curriculum planning delivery among the students through a well-planned and systematic process. At the beginning of every academic session Prospectus and Academic Calendar are prepared under the supervision of Academic Council. Both are distributed among the students and teachers also as well as uploaded in the college website.. A well planned routine helps the students to achieve their educational excellence . The master routine gives space to the respective departments to allot classes according to their need. . We have a rich central library with open access system. A good number of journals of Arts, Commerce and Library, research oriented journals, career oriented journals and periodicals, newspapers and newsletters are subscribed. Our college is a member of N-LIST consortium of INFLIBNET for the accessibility of e-books and e-journals.

In addition to conventional chalk -duster and black board method, the Learning Management System (LMS) of college includes

- ICT enabled teaching learning method.
- Distribution of study materials, previous examination questions.
- Group discussion during the class.
- Student seminars
- Paper presentation by the students
- Instrumentation facility to the students for their practical classes.
- Survey programmes, fieldworks, excursions.
- Project works.
- Seminars and special talks by experts.
- Showing different shows or movies related to their syllabus.
- Enhancing students excellence by publishing wall magazines.

Internal examinations are conducted. Remedial and tutorial classes are also arranged for weaker students

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://srlm.ac.in/index.php?option=com_content&view=article&id=35&Itemid=0

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

Continuous Internal Evaluation or CIE helps to improve academic excellence. The institution follows a planned academic calendar where CIE is also given same importance as the semesters. As a part of well planned system of curriculum delivery, academic calendar is prepared at the beginning of the academic session. Following the academic calendar of affiliating university tentative dates of admission, commencement of classes, internal examinations and final examinations are inserted in the college's academic calendar. The college follows the academic calendar to notify time to time the dates of different academic activities like admission, commencement of classes, internal examinations and final examinations. The teaching plans are prepared on the basis of the academic calendar .Teaching plans of all departments are uploaded in college LMS. Heads of different departments take the responsibility to monitor the completion of syllabus, arranging internal examinations. Assignments are given to the students by the teachers following department specific teaching plans. On the basis of class response and performance in assignments and class tests, remedial classes are arranged for slow learners. Over and above the Principal monitors the effective implementation of the academic calendar. Formal meetings of the Academic committee and informal discussions with faculty make the head of the Institute aware of the true implementation of the academic calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://srlm.ac.in/index.php?option=com_content&view=article&id=27&Itemid=0

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating

B. Any 3 of the above

University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

21

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

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

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

0

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

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

The University of Kalyani includes Environmental Studies as one of the Ability Enhancement Compulsory Courses (AECC) for all undergraduate courses. So, all students of our college compulsorily study crosscutting issues relevant to environment and sustainability. In addition to that important issues of value education and/or gender and/or environment and/or business ethics have been integrated in the syllabi of various subjects/discipline like Education, English, Geography, History, Philosophy, Sanskrit, Physical Education, Political Science, Economics and Commerce, taught in this college, as either Core Course (CC) or Discipline Specific Elective Course (DSE) or Generic Elective Course (GE) or Skill Enhancement Course (SEC).

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

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

0

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

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

3

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 353 529 421">File Description</th> <th data-bbox="529 353 1436 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 421 529 524">URL for stakeholder feedback report</td> <td data-bbox="529 421 1436 524" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 524 529 743">Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td> <td data-bbox="529 524 1436 743" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 743 529 846">Any additional information(Upload)</td> <td data-bbox="529 743 1436 846" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	View File	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded	Any additional information(Upload)	No File Uploaded	
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Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded								
Any additional information(Upload)	No File Uploaded								
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website								
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TEACHING-LEARNING AND EVALUATION									
2.1 - Student Enrollment and Profile									
2.1.1 - Enrolment Number Number of students admitted during the year									
2.1.1.1 - Number of sanctioned seats during the year									
3673									
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2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of									

supernumerary seats)

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

1296

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

There exists a mechanism for assessment of learning levels of students. After admission, teachers review

academic performance of students through class lectures, participation level in laboratory practicals, their results in previous examination and college internal examinations.

For Slow Learners:

Extra and remedial classes are conducted for the slow learners. Counselling classes are regularly organized to identify the problems of slow learners. Extra classes, supplemented by course notes and informal counselling through mentor-mentee network, are also conducted on comparatively difficult topics for their better understanding and confidence. Special practical classes are also taken to clear their doubts and personal difficulties.

For Advanced Learners:

Different levels of home assignments are provided, and ICT based special classes are conducted to meet their needs. To inculcate their reading culture, extra text and reference books are issued from the library. There are provisions of e-resources through LMS and website for them. Wi-Fi enabled campuses and computers with internet facility provide enough access for their independent learning. Different departments follow various informal student-centric methods to meet the quest for knowledge of the advanced students. These include debates, individual presentations, quiz, assignment of advanced problems via Google classroom etc.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
5339	42

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

For enhancing learning experiences the institution follows student-centric methods in the teaching learning process. The teachers largely follow interactive and participative teaching learning process. Conventional lecture method is well-supplemented by use of different student-centric learning methodologies whereby the learning experiences of the students are upgraded. Learning methods that are widely used in regular teaching are Group Discussions, assignment of different problems via e-platform by different departments to promote the self-learning process. The institution is bound to work within the syllabi and examination framework of the affiliating University. But it uses innovations in internal examinations to encourage self-learning of students. To further strengthen the student-centric methodologies, the institution has introduced the use of many of these to evaluate students in the internal examinations. In internal examinations like the Internal assessment, along with conventional method of evaluation, students are also evaluated through their performances in seminar presentations and viva voice.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Making the teaching-learning process digital and innovative is the goal of the management which is guided by the IQAC and planned and executed by teachers. The IQAC provides the necessary impetus to induce innovative techniques in teaching-learning. In response to that respective departments design the innovative methods to make learning more student-centric and an enjoyable experience. The methods are designed keeping in view the needs of both advanced and slow learners. The methods basically dwell on the ICT enabled tools. This year, due to COVID-19 pandemic our physical classes could not be conducted. College has been equipped with various ICT-enabled learning resources towards the end goal of promoting a positive teaching-learning attitude amongst students. The college is also equipped with internet access which gives the teachers a chance to use e-materials when needed. But during this period due to shutting down of the institution, teachers have not had access to these resources instead, they have created Google class rooms, What's app groups, Google meeting links through which they continued teaching-learning process uninterrupted.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

42

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

2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
42	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
11	
File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
344	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college adheres to the policies of continuous assessment to bridge the gap between teaching and evaluation, which the traditional evaluation system often fails to address. Exposing the students to a variety

of unconventional but learner friendly methods of evaluation on a regular basis makes the whole process of

learning robust by reducing their stress, which the traditional annual evaluation system often creates. Identifying the uneven learning abilities of the students, this mechanism enables the teachers to differentiate between the slow and advanced learners so that they can calibrate their teaching methodologies on a continuous basis to suit their respective aptitudes. Teachers often attempt to measure the students' learning level through class tests, assignments on various topics taught in the classes, students' presentation on these, either orally or through power point presentations, asking the students to briefly present the summary of the topic taught at the end of each class etc. Such informal mechanisms are instrumental in making the assessment process truly continuous in the sense of greater frequency. Needless to mention, that these also contribute significantly in increasing the level of transparency and robustness of the evaluation process both in terms of variety and frequency.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Being an affiliated college it is beyond the jurisdiction of the college to deal with the grievances of the students as far as the final university examinations are concerned. The affiliating university has their own mechanisms to deal with these. The college or the teachers' role in this respect is only limited to provide the necessary information and suggestions to the students.

The college administration also provides all necessary support a student requires to apply to the University for review of results. Apart from these, in all other examinations conducted by the college including the internal assessment examination, utmost care is taken to make the whole process as much transparent as possible. If a student has any examination related grievances, he can make an appeal to the Principal and the grievance is sorted out in a time-bound manner. To reduce the examination related grievances, the feedback of the parents regarding the examination process received through the parent-teachers meeting are also taken into consideration.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Since ours is not an Autonomous college, the responsibility of designing the curriculum and framing the syllabus for all the UG programs rests with the affiliating University. Some teachers of the college from different subjects/courses are members of the Board of Studies of the University. They provide need-based inputs and inclusions in their syllabus by giving their valuable suggestions and advice. There are a range of program options and courses for students to choose from when applying for UG courses. These courses and programs are prepared in compliance with the local, national and global trends and needs in mind. All departments have clearly stated learning outcomes in their syllabus. The outcomes that the students achieve from the courses can be considered to be linked to the mission and objectives of the college. These are displayed in strategic places in the college, mentioned in the college prospectus and put up in the college website. The teachers and students become gradually aware of these as the syllabus is shared at the beginning of the year. All entry level students have to undergo an orientation program wherein they are made aware of the learning outcomes of the various courses. The departments in which the syllabus has a clearly stated course outcome have their details in the university website. The college provides relevant university links in its website for them.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://srlm.ac.in/index.php?option=com_content&view=article&id=51&Itemid=0
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

After declaration of results of final year examinations, the Principal seeks information from all the respective departments on the results of the students. Initiative is then taken to to analyse the results in the IQAC and the Academic sub-committee. If any department fails to achieve the desired target, they are asked to take the required steps to improve their performance. The IQAC suggests reforms in the internal examinations so that the students can keep on improving their performances continuously and achieve the desired target in their final examination. The Principal, Heads of Departments, Individual faculty, Mentors and In-charge of different activities, all together, strive to maximize the potentials of the students in achieving the learning outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://srlm.ac.in/index.php?option=com_content&view=article&id=51&Itemid=0

2.6.3 - Pass percentage of Students during the year

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

1650

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://erp.srlm.ac.in/FeedBackReports/FBDetailsChart.aspx?LinkID=14&chartname=Pie>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

NIL

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

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

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

11

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

3.2 - Research Publications and Awards

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

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

08

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

06

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Resolution adopted in the meeting of the Research Committee (for COVID-19 Awareness) through G-Meet, of Sudhiranjan Lahiri Mahavidyalaya, Majdia, Nadia, held on 20.06.2020 at 4.00 pm;

Members joined:

1. Dr. Somnath Bandhyopadhyay
2. Sri Arindam Chakraborty
3. Dr. Bhabesh Majumder
4. Dr. Sanat Kumar Biswas
5. Dr Sreelata Biswas

Dr. Somnath Bandhyopadhyay, Teacher-in-Charge and Chairman of the Committee presided over the meeting.

Matters regarding impact of COVID-19 pandemic and the role played by the communities in agrarian belt of the country were discussed at length and it was resolved unanimously that a survey to be conducted in the five adjoining/adopted villages of the College namely, Naghata, Purnaganj, Lakshmidanga/Tungi, Bhajanghat and Kuthipara (NSS adopted village), taking 20 households from each village i.e altogether 100 households, with the help of a structured questionnaire, printed/digital, focusing on the issues as stipulated by the UGC vide D.O.No.F. 1-1/2020(Secy) Dt-12.06.2020 and a report be submitted to the UGC within due date. Resolved further that for the purpose of the survey, College

students, NSS Volunteers and Non-teaching Staff of the College be engaged, strictly adhering to the guidelines/advisories issued by the Central and State Governments, in respect of COVID-19.

Meeting ended with a vote of thanks to and from the Chair.

File Description	Documents
Paste link for additional information	https://docs.google.com/forms/d/e/1FAIpQLScMM7A4McbD2p0UxikKoi_TJ6z96ftkZ1cDoE9xVtweKIQCcA/viewform
Upload any additional information	View File

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

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

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

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

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

1

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

Nil

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

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

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

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Sudhiranjan Lahiri Mahavidyalaya has sufficient infrastructure to support its academic growth. The institution is consistently improving the optimum utilization of available space and its maintenance. The college administration strives to stay up-to-date with new and innovative ways to provide maximum academic facilities within the campus.

The college has 24 well-lighted and ventilated classrooms, out of which 11 have LCD facilities and one smart classroom. Additionally, all classrooms have Wi-Fi internet facilities. The college has two laboratories - Geography and Commerce laboratories - and two seminar halls with ICT facilities.

There are 20 desktop computers available for students and teachers, and an additional six computers are used for official purposes. All computers are connected to the internet, and students can download study materials, prepare reports, and create Power Point presentations. The network speed is 10 MBPS.

The college has one air-conditioned smart classroom with ICT facilities and two seminar halls with good audio-visual facilities. There is also an auditorium situated adjacent to the college campus, jointly maintained with Krishnaganj Panchayat Samiti, with a seating capacity of 500. The seminar halls and

auditorium are used for seminars, debates, quiz competitions, cultural programs, departmental seminars, conferences, workshops, and various interaction programs.

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

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

The college administration encourages and supports students to participate in indoor and outdoor games. The physical education department offers indoor game facilities like Carrom, Ludo, and Chess, and a gymnasium with equipment and a treadmill for physical exercise, all free of cost. These resources help students feel reinvigorated after their hectic class schedules. Furthermore, a big playground is available for outdoor games, with separate facilities for girls and boys. Common rooms are also provided for indoor games. Our college promotes students' participation in various sports and games.

Sports facilities include:

A) Outdoor Game Facilities: 1) Football fields 2) Volleyball court 3) Badminton court 4) Cricket ground 5) Kabaddi court 6) Kho-Ko court 6) Running Track & Field

B) Indoor Games Facilities: 1) Gymnasium 2) Carrom 3) Ludo and 4) Chess

Playing kit and facilities available: Carrom boards, chess boards, and kits for many games such as cricket, football, basketball, volleyball, throwball, softball, handball, etc. are available for players at our college. In addition to the annual sports meet, we conduct inter-college sports meets, intra-departmental sports events, and inter-college football and cricket tournaments for students and teaching staff every year.

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

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

21

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

44.65

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

4.2 - Library as a Learning Resource

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

The Library of Sudhiranjan Lahiri Mahavidyalaya is a fully automated one that uses an Integrated Library Management System (ILMS) called SOUL 2.0. This software was installed in 2012 and is state-of-the-art integrated library management software specifically designed for college and university libraries. The software is user-friendly and works in a client-server environment. It is also compliant with international standards for bibliographic formats, networking, and circulation protocols.

The library services such as cataloguing, circulation, member card creation, advance searching, and report generation are all fully computerized. The library also has an OPAC system that allows students, teaching and non-teaching staff to access it within the library premises.

Since 2012, the library has subscribed to NLIST E-resources. They also have a WhatsApp group and a Facebook account to disseminate various information's like, question papers of previous years, current awareness services, various important links of study materials according to the syllabus of the Mother University, as well as links for open access E-resources and materials regarding career guidance. The library also provides job-related links through WhatsApp and Facebook.

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

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

A. Any 4 or more of the above

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

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

0.22650

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

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

06

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

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

The college provides ample IT facilities to enhance the teaching and learning process. The computer lab is equipped with eight computers with the necessary software and antivirus. The lab is backed by reliable service providers to ensure uninterrupted usage. Each department has its own LCD projector to facilitate effective teaching. Additionally, there is a smart classroom that is utilized by different departments. The auditorium and seminar hall are equipped with two LCD projectors each for organizing various seminars and workshops.

Printers, scanners, and Xerox facilities are available for faculty members, but they can use these resources only for official and educational purposes. The college campus is Wi-Fi enabled, and both faculty members and students can access the internet on

campus for additional information, research activities, and downloading information.

The college library has a smart TV to provide current awareness services, broadcasting information regarding various library services and notices. The campus is under CCTV surveillance to maintain discipline and transparency.

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

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

44.65

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

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

The following are the responsibilities of various committees and departments in a college:

- **LABORATORIES:** Each department is responsible for maintaining its own laboratory. This includes keeping a stock register that is regularly updated, monitoring equipment usage, and ensuring a clean and safe environment.

- **LIBRARY:** There is a Library committee that meets periodically to review activities and suggest improvements for better service.

- **PLAYGROUND:** A Sports subcommittee, consisting of teaching and non-teaching staff and students, supervises all sporting activities in the college, including the Annual Sports Meet.

- **COMPUTERS:** The purchase committee is responsible for acquiring hardware and software, while AMCs are made for hardware maintenance.

- **CLASSROOMS:** The college fund is responsible for the construction of new classrooms, corridors, staircases, and buildings, as well as renovations of existing buildings. These decisions are made after discussions with the members of the Finance Committee and Building Committee.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
3632	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	D. 1 of the above

File Description	Documents
Link to institutional website	https://www.youtube.com/live/30JTILV80to?s_i=qNTlZq_f8BI34byM
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - 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
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

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

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

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

government examinations) during the year

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

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

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

Students are among the most significant and involved parties at the college. Students Union serve as the center of gravity for all that an educational institution does. An educational establishment flourishes when students' interests are satisfied. A college's students' union is a legally mandated organization that was established to discuss student concerns with the administration. However, as of right now, there isn't a Students' Union because, according to government notification, no election has been held. On the other hand, students at our college elect their own representatives from among their classes. They serve as

representatives on a number of significant college committees, such as the Governing Body and the IQAC. In addition to being proactive in putting strategies into practice, they articulate the opinions and thoughts of the students. The National Service Scheme (NSS) was launched by the college to help students become more mentally strong and aware of their social responsibilities. As part of this fantastic program, the NSS, with support from the Students' Union, encourages students to take part in activities like extempores, debate competitions, sit-and-draw competitions, etc. Under the auspices of the Students' Union, the NSS organized events such as International Mother Language Day, Saraswati Puja, Freshers' Welcome, Teachers' Day, Annual Sports, Youth Festival, Republic Day, Independence Day, and more to foster a sense of respect towards our rich cultural heritage.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

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

5.4 - Alumni Engagement

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

There is no registered alumni association in the college.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional 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 and in tune with the vision and mission of the institution

Our Vision: To contribute to the growth and development of our State and the Nation by educating and enlightening the impoverished youth of a border village like Majdia and its surrounding areas and changing the socioeconomic fabric of the area into one that is dynamic and progressive but still rooted in values. **Our Objective:** The institution's mission is to enable the increasing number of young people living in Majdia and the surrounding areas to fulfill their dreams and reach their full potential by offering them access to higher education. According to the college's vision and mission statement, the institution is governed in a democratic and participatory manner, with active participation from all stakeholders. The Governing Body grants authority to the Principal and Secretary, who then distribute it to the various tiers of college employees. The Principal and Secretary receive authority from the Government. In establishing and carrying out institutional policies, department heads, conveners of various committees, and staff representatives on higher decision-making bodies all play crucial roles. Teachers actively participate in the decision-making process because they have a significant role to play in carrying out the college's vision and mission. The administrative and academic autonomy of

department heads is substantial when it comes to managing their disciplinary units. The college's teaching and non-teaching staff actively participate in encouraging students to participate in various activities thus developing their skill sets.

File Description	Documents
Paste link for additional information	https://srlm.ac.in/index.php?option=com_content&view=article&id=2&Itemid=0
Upload any additional information	No File Uploaded

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

The management has implemented a decentralization policy that ensures that the opinions of both teaching and non-teaching members of the college's Governing Body are adequately represented. Their expertise and opinions are sought during the formulation and execution of various policies. Subcommittees such as IQAC, Academic, Examination, Students' Support and Progression, Internal Complaints, and others meet frequently in addition to the governing body meetings. They assist in developing and carrying out the institution's strategic plans. The duties are outlined and conveyed through notifications as well as in-person meetings with the college's non-teaching employees. The Principal, the members of the subcommittee, and the members of the management committee assist with the day-to-day operations of the college administration. This institution uses a decentralized administrative structure with the goal of giving the student body the best possible care. The principal discusses all significant development plans with the members of the subcommittee, which includes students. Plans are only carried out after reviewing the recommendations. The management of the events on campus is actively participated in by the students. The President (final year), Vice President (second year), and Secretary (first year) comprise the student body. Students are asked for feedback to raise the level of the services provided.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college's vision and mission are centered on giving students a top-notch education. To ensure that all students receive high-quality education, the college has created a strategic plan that outlines a range of activities that will be successfully implemented between 2020 and 2021. Implementing Co-curricular and academic activities for students' overall development. Developing a structure where Co-curricular and academic events must be scheduled in tandem with a number of departmental activities. 2. Putting extra care about organising Extra - curricular activities where students can engage in sports and cultural contests, as well as intra- and intercollegiate activities, throughout the academic year. 3. A variety of activities are scheduled to encourage and help students in developing employability skills. as part of student Support & Progression. 4. The college intends to upgrade its library and other support systems, purchase more books, establish book banks, enhance ICT-enabled instruction, digitize the library, put more of an emphasis on e-resources, and other initiatives to enhance learning resources. 5. The college also encourages faculty members to enroll in short-term courses, orientation programs, refresher courses, paper presentations, and rewards for exceptional performance

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institute wants to be a hub for excellence in higher education

dedicated to the community's socioeconomic development. All stakeholders are involved in the institution's leadership, which is achieved through structured organizational systems and participatory management. The college's governing body, principal, department heads, teaching and non-teaching staff, and all departments make up its essential organizational structure. It examines the institutional strategic plan, which establishes the academic goals and objectives of the organization and specifies the financial and academic approaches.

The organizational structure facilitates the retention of external members in various Committees, thereby maintaining institutional capacity and educational effectiveness. A variety of the institute's stakeholders are represented on the committees that the institution has established. The organizational hierarchy's appropriate levels are used to determine the decision-making processes. The institution also has an anti-ragging cell, an IQAC cell, a students' scholarship cell, etc. The institution is led academically and administratively by a number of committees with distinct roles. Every committee made up of faculty and administrative personnel is involved in the preparation and execution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://srlm.ac.in/index.php?option=com_content&view=article&id=35&Itemid=0
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Sudhiranjan Lahiri Mahavidyalaya recognizes the commitment and dedication of teaching and non-teaching staff members by taking a number of welfare measures. The administration of the college constantly strives to anticipate employee requirements. Several amenities were provided for the institution's employees' welfare are: 1. Provident Fund account for every employee who falls under the qualification standards. 2. A separate canteen for educators and staff individuals. 3. Sudhiranjan Lahiri Mahavidyalaya Representatives Co-operative Credit Society Ltd 4. Non-teaching staff members can take advantage of the Group Savings Linked Insurance Scheme (GSLIS). 5. Using the gym does not require a membership. 6. Release of recovery based festival bonus with respect to the premise of Government Request. 7. Participation in the West Bengal Health Scheme for willing employees. 8. Festival Bonus for the college's daily paid and casual employees.

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

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

6

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

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Faculty members at Sudhiranjan Lahiri Mahavidyalaya, including the Librarian, are mandated to complete a self-appraisal form annually. This form is structured based on the PBAS methodology of UGC and covers a wide range of aspects such as academic and administrative duties, innovative teaching methods, participation in college events, attendance at seminars or workshops, guest lectures, use of ICT in teaching, and involvement in academic activities like question paper setting. The completed forms are reviewed by the IQAC and the Principal, who provide constructive feedback to the faculty members. The principal also offers guidance on areas of improvement when necessary. In addition to self-appraisal, faculty members are expected to contribute to various college committees and activities.

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

6.4 - Financial Management and Resource Mobilization

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

The college management allocates an annual budget for the various departmental activities. The institution's accounts undergo an audit conducted by a government-approved auditor from West Bengal.

External auditors regularly review the income and expenditure from different sources. If any mistakes are detected during the audit by the internal or external auditors, they communicate their objections or queries to the accountant. Upon receiving information about audit objections or queries, immediate actions are taken to prevent the repetition of such objections. The findings of the audit are followed up on to ensure compliance with the observations within the shortest possible time. Remedial actions for all internal and external audit objections are initiated within one week of receiving the audit objections, with the aim of completing them within the prescribed time. Meetings are organized as necessary to address and resolve pending audit objections. The auditor provides suggestions to correct the transactions, and we adhere to the suggestions provided by them.

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

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

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

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

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

Sudhiranjan Lahiri Mahavidyalaya is a government-aided college recognized under UGC act of 1956 and is recognized with UGC sections of 12b and 2 f. The grants dispersed from UGC, the West Bengal government, and the fees received from students are the college's primary sources of funding.

A budget is created in accordance with the overall requirements of the college. The secretary of the Governing Body has rigorous control over the distribution of funds for the college's needs. Receipts of expenditures are kept for a variety of items, with a focus on purchases for the campus wellness, the lab, and the library. The college has open bookkeeping and auditing procedures. Additionally, the college is submitting grant requests to other organizations in order to conduct out-seminars, conferences and research projects.

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

6.5 - Internal Quality Assurance System

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

Following the utterly unexpected and erratic break-out of COVID19, the IQAC decided to raise awareness and organize several awareness-raising events to make a "shift" to digital feasible. These awareness campaigns have resulted in a successful transition of classrooms to the Google Meet and Google Classroom systems.

In light of the COVID-19 crisis, the IQAC has decided to implement several educational and awareness-raising programs and online seminars. There were several state-level, national and international webinars to educate and aware not only the stakeholders but also others around the state, nation and even overseas. This would be a cross-departmental endeavor with the aim of incorporating scholars of worldwide standing. Plans have been made for online education campaigns on serious illnesses, such as COVID19, for which the IQAC has chosen to contact physicians and specialists at the national level.

Although the mentor-mentee relationship was already being accelerated by the IQAC, the COVID pandemic made this arrangement absolutely essential. Students in each department are paired with mentors, and it has been agreed that teachers should be sufficiently informed and motivated to interact with students one-on-one in order to comprehend the specifics of their issues, including those that are not purely academic.

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

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

The college's Academic Committee and the IQAC hold formal meetings on a regular basis to discuss matters connected to academics and other related topics. Any urgent issue is brought up and resolved right away by the decision-making body. In order to ensure that students receive the necessary exposure that they so desperately need at this level, as well as to keep them involved in a range of activities, the IQAC insists on the qualitative aspect of higher education and encourages various departments to come forward with plans to hold seminars, symposiums, and other related educational activities.

IQAC, togetherwith the AcademicCommittee, will facilitatediscussionsrelatedto thecurriculum, versatileteachingcarried outthrough virtual platforms andICT-basedclassrooms,curriculum formats,availability of study materialsto enableaccess to internationalresearch databases.standardand soon.

IQAChas ensured afunctioning andcomprehensivefeedback collectionmechanism and our institution considers these responses essential foracademicsuccess.Collecte d answersare sorted, analyzed and discussed in detail in formalmeetings andimportant concernsare addressed in the bestway.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of

B. Any 3 of the above

**Internal Quality Assurance Cell (IQAC);
Feedback collected, analyzed and used for
improvements Collaborative quality
initiatives with other institution(s)
Participation in NIRF any other quality audit
recognized by state, national or international
agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	https://srlm.ac.in/index.php?option=com_content&view=article&id=28&Itemid=0
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

During the 2020-2021 academic year, Sudhiranjan Lahiri Mahavidyalaya continued to emphasize gender equity through a variety of effective initiatives. The institution maintained a Women's Cell, which served as a critical platform for addressing women's rights and empowerment. This cell played a central role in conducting several awareness programs and workshops focused on legal rights, health, and career opportunities specifically for women, reinforcing the college's commitment to gender equality.

The establishment of a Grievance Redressal Cell provided a robust mechanism to handle complaints and ensure fair hearings for issues related to gender discrimination. This initiative was crucial in maintaining a supportive environment for all students. Additionally, the implementation of widespread CCTV systems across the campus was pivotal in enhancing security measures, aiming to provide a safer environment particularly for female students and staff.

The institution also showed its support for gender-related

initiatives through its active participation in the National Service Scheme (NSS) programs. These programs included targeted projects and campaigns that promoted gender equality and raised awareness about women's issues.

Moreover, a dedicated Cell against Sexual Harassment was established to support victims of sexual misconduct in a confidential manner, thus reinforcing the institution's zero-tolerance policy towards such acts.

File Description	Documents
Annual gender sensitization action plan	erp.srlm.ac.in/IQAC/FLD_554_2_IQAC_45408.8_0507075627.1.1_1_2020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	erp.srlm.ac.in/IQAC/FLD_554_2_IQAC_45408.8_0625733027.1.1_2_2020-21.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

1. Solid Waste Management: The college utilizes a dual-bin system to segregate biodegradable from non-biodegradable waste right at the source. Biodegradable waste is directed to nearby composting facilities, whereas non-biodegradable waste is gathered and taken away by certified waste management services for recycling or

secure disposal.

2. **Liquid Waste Management:** The institution ensures that all liquid waste generated from its kitchens and other facilities is properly channeled into the municipal sewage system, in compliance with local environmental regulations and standards.

3. **Biomedical Waste Management:**The institution does not produce any biomedical waste,thus this type of waste management is not required.

4. **E-Waste Management:** A specific policy is in place for the collection and disposal of electronic waste. Designated bins are available for collecting e-waste, which is subsequently delivered to accredited recycling facilities to ensure the safe processing and recycling of hazardous substances.

5. **Waste Recycling System:** While the institution does not possess a comprehensive waste recycling system, it actively supports recycling initiatives by separating recyclable materials at the source and partnering with local recycling centers.

6. **Hazardous Chemicals and Radioactive Waste Management:** The institution does not engage in activities that involve hazardous chemicals or radioactive materials.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	erp.srlm.ac.in/IQAC/FLD_556_2_IQAC_45412.9_9064101087.1.3_2020-21.pdf
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

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

A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

B. Any 3 of the above

with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

The institution is committed to cultivating an inclusive atmosphere, actively fostering tolerance and harmony across a spectrum of cultural, regional, linguistic, communal, socioeconomic, and other diversities. The initiatives undertaken in 2020-21 to promote inclusivity include:

- 1. Diverse Cultural and Awareness Events:** The college holds several events such as International Yoga Day, Independence Day, and World AIDS Day that invite participation from a diverse student and staff population, celebrating varied cultural heritages and enhancing awareness of critical global issues.
- 2. Community Integration and Support:** The institution organizes special camps and community-based activities, including self-employment workshops for women in the adopted village of Kuthipara and the distribution of educational materials to primary school children, fostering community support and aiding disadvantaged groups.

3. **Inclusive Health and Environmental Programs:** Initiatives like the cultivation of herbal and foliage gardens, along with health workshops focused on nutrition and heart health, attract participants from various backgrounds, promoting health consciousness and environmental responsibility.

4. **Celebration of Linguistic and Regional Diversity:** Events such as Bhasa Dibas (Language Day) are celebrated, honoring regional and linguistic diversity, thereby enhancing the integration of cultural heritage within the campus community.

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

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

The institution actively engages in sensitizing students and employees to their constitutional obligations through various activities designed to instill values, rights, duties, and responsibilities of citizens as outlined in the Constitution of India:

1. **Awareness Seminars and Workshops:** The college conducts seminars and workshops on significant days such as the International Yoga Day and World AIDS Day to emphasize the importance of well-being, public health, and social responsibilities. These events often discuss rights and personal responsibilities, linking them to the values enshrined in the Constitution.

2. **Special Camps for Community Service:** Regularly organized special camps in adopted villages such as Kuthipara focus on community service and development, educating participants about their duty to contribute to society. These camps include activities like the Swachh Bharat Programme, tree plantations, and educational workshops, which highlight the importance of civic duty and environmental stewardship.

3. **Cultural and Regional Celebrations:** By celebrating various cultural and regional festivals, the institution fosters a sense of unity and respect for diversity, reinforcing values such as

secularism and equality.

4. Engagement in National Health and Cleanliness Drives: Participation in national initiatives such as pulse polio immunisation and cleanliness drives teaches the importance of active citizenship and collective responsibility.

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

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

B. Any 3 of the above

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

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

Throughout the year, the institution actively engages in celebrating and organizing various national and international commemorative days, events, and festivals, reflecting its

commitment to cultural enrichment and global awareness:

1. **International Commemorative Days:** The college participates in global observances like International Yoga Day on June 21st, where students and staff practice yoga together on the college premises, promoting universal physical and mental well-being.

2. **National Celebrations:** Key national days, including Independence Day on August 15th, Republic Day on January 26th, and Netaji Subhas Chandra Bose's Birthday on January 23rd, are marked with flag hoisting, cultural programs, and community engagement activities.

3. **Cultural and Religious Festivals:** The institution celebrates Saraswati Puja, honoring the goddess of knowledge and arts, and Teachers' Day on September 5th, recognizing the significant contributions of educators with activities led by students to express their gratitude and respect.

4. **Health and Awareness Campaigns:** The college organizes health awareness days such as World AIDS Day and seminars on heart health, involving collaboration with local health organizations to raise awareness on critical health issues.

5. **Environmental Initiatives:** Observances dedicated to environmental sustainability include nurturing herbal and foliage gardens and participating in cleanliness drives.

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

7.2 - Best Practices

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

Sustainable Community Engagement Objectives Enhance ecological awareness and social responsibility among students through active community service.

Context

Addressing environmental concerns and increasing student involvement in sustainable practices were the main challenges.

Practice

Students participate in environmental initiatives like Clean India missions and nurturing campus greenery, integrating these activities within the NSS framework.

Evidence of Success

Increased participation in environmental initiatives, improved local biodiversity, and heightened student environmental consciousness are clear indicators of success.

Problems Encountered and Resources Required

Initial low engagement and limited resources were challenges; ongoing motivation and funding are necessary.

Health Awareness and Promotion Objectives To promote physical and mental well-being across campus through structured health initiatives and partnerships.

Context

The need for improved health consciousness and access to reliable health information and resources drove the implementation of this practice.

Practice

Organizing health seminars and celebrating International Yoga Day engage students and staff in health practices, with challenges including coordination with health organizations and maintaining consistent participation.

Evidence of Success

High participation rates in health seminars and positive feedback from the community demonstrate the practice's impact on enhancing health awareness.

Problems Encountered and Resources Required

Coordination challenges and the need for consistent funding was significant hurdle.

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

7.3 - Institutional Distinctiveness

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

Drawing from the NSS report of 2020-2021, the distinctive area of priority for Sudhiranjan Lahiri Mahavidyalaya has been its commitment to community service and environmental sustainability. Throughout the year, the institution's NSS unit has excelled in integrating educational activities with community development initiatives, making a significant impact on both the student volunteers and the local community.

A highlight was the adoption of Kuthipara village, where NSS volunteers engaged in numerous activities, including environmental sustainability projects such as tree plantations, which supported a green environment and raised ecological awareness among the residents. Additionally, the volunteers organized health and nutrition awareness camps, greatly benefiting the local population by enhancing their understanding of important health practices and nutritional habits.

These activities not only supported the practical application of academic learning but also played a crucial role in sensitizing students to social responsibilities and instilling a spirit of service. The institution's efforts in nurturing a symbiotic relationship between education and community service underline its distinctive thrust towards creating a socially responsible and environmentally conscious student body. This commitment to community and environmental well-being stands out as a testament to the institution's dedication to its core values and priorities.

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

7.3.2 - Plan of action for the next academic year

1. Academic Enhancement:

Conduct regular webinars and seminars to facilitate continuous learning.

Increase the number of smart classrooms with a phased implementation plan starting from the first semester.

2. Student and Cultural Engagement:

Host the online inter-college cultural competition and celebrate key commemorative days with virtual events.

Organize blood donation camps in collaboration with local health institutions.

3. Community and Social Initiatives:

Initiate a Village Adoption Program in the second semester for community service and experiential learning.

Install sanitary napkin vending machines in female restrooms and hold semesterly self-defense workshops for female students.

4. Career Development:

Schedule workshops on aptitude and soft skills targeting 2nd and 3rd-year students, complemented by motivational seminars.

5. Monitoring and Feedback:

Establish a monitoring committee for quarterly reviews and implement feedback mechanisms for continuous improvement.