



AQAR REPORT REVIEW

LALBABA COLLEGE

Aishe id : C-11959

Submitted for : 2021-2022

Submitted Date : 22/07/2023 07:31 PM

Reference AQAR Link : [Click here](#)

Over all Comments :



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		LALBABA COLLEGE
• Name of the Head of the institution	Dr. Sanjay Kumar	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	03326542225	
• Mobile No:	7908405209	
• Registered e-mail	lalbabacollege@yahoo.com	
• Alternate e-mail	sanjaykumarlalbaba@gmail.com	
• Address	323, (Formerly 117) GT Road, Belurmath,	
• City/Town	Howrah	
• State/UT	West Bengal	
• Pin Code	711202	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	University of Calcutta				
• Name of the IQAC Coordinator	Dr. Chhatradhar Das				
• Phone No.	03326542044				
• Alternate phone No.	03326546289				
• Mobile	9432874080				
• IQAC e-mail address	iqac.lalbabacollege@gmail.com				
• Alternate e-mail address	lalbabacollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.lalbabacollege.in/uploads/64aqar_2020-21.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.lalbabacollege.in/uploads/95academic-calendar-2021-22.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	78	2004	04/11/2004	03/11/2009
6.Date of Establishment of IQAC			19/01/2005		
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 IQAC			View File		

9.No. of IQAC meetings held during the year	09	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>* Submission of AQAR 2020-21 * Submission of AISHE 2020-21 * Introduction of Feedback system on academic performance and ambience of the institution and continuation of feedback system on syllabus * Students' Satisfaction Survey (SSS) was conducted through the College website. * Model Code of Conduct for student, teachers and staff of the college was prepared and uploaded on the website.</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Submission of AQAR 2020-21	AQAR for the period 2020-2021 successfully submitted on 05-05-2022
College Grievance Redressal Committee (LBCGRC)	Online mechanism was developed and it is ready for implementation
Visakha Committee and Internal Complaints Committee (ICC)	Activity is under process
Workshop/Induction Programme for Teachers	Organized Workshop/Induction Programme for Teachers on "USE OF ICT ENABLED TOOLS IN TEACHING LEARNING PROCESS" on 28th September, 2021; "BASICS OF E-LEARNING" on 29th September, 2021; "Bloom's taxonomy in design and assessment of course outcomes" on 11th March, 2022

13. Whether the AQAR was placed before statutory body?	Yes
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- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	05/07/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	03/02/2023

15. Multidisciplinary / interdisciplinary

As per New Education Policy (NEP) 2020, our college has Arts, Commerce and Science programs with affiliation to the University of Calcutta, Kolkata. A CBCS (Choice Based Credit System) is introduced at the Undergraduate Commerce stream in 2017 and in the following year at the other two faculties i.e. Science and Commerce. All these Undergraduate programmes are using credit-based grading system and not a conventional percentage-wise system. In CBCS system, the

student gets academic flexibility to opt for credits and courses in different departments. The system allows students to select subjects as per their interests as per availability of the subjects in the college.

The curricula offered by the Institution is designed with diverse perspectives of cross cutting issues such as professional ethics, human values, and life skills. Hence, the multidisciplinary learning process in the college promotes flexibility in learning and enables lifelong learning among the students. The academic curriculum with interdisciplinary enrichment also enables the students to learn various areas of interest and apply the knowledge and skills in their own discipline of study. Thus, the college runs academic programmes which are truly multidisciplinary, where students from any stream can take admission and obtain graduation degree.

Students are also encouraged to undergo projects in the Multidisciplinary/Interdisciplinary mode by formulating teams in some departments. Students are also encouraged to form teams from different disciplines to participate in various co-curricular events through various clubs as per the regulation formulated by the college. Students join these clubs as per their tastes and interests.

The issue of multiple entry and exit at the end of 1st, 2nd and 3rd year of undergraduate education can be resolved only when a conducive environment is created. On the issue of integrating humanities with science the college eagerly looks forward to such innovations and feels that it can be materialised if the affiliating university allows it.

16.Academic bank of credits (ABC):

Under the aegis of Calcutta University, Kolkata, our college is now in a process for Academic Bank of Credits (ABC), to enable appropriate "credit transfer" mechanism from one programme to another, leading to attain a degree within the college or colleges under our affiliated and other universities all over the world. Academic credits earned by the student from course(s) of study are deposited, recognized, maintained, accumulated, transferred, validated or redeemed for the purposes of the award of degree by an awarding institution. Academic Bank Account is envisaged to facilitate the academic mobility of students with the freedom to study across the Higher Education Institutions in the country. After its implementation, as per the guidelines of NEP, we follow the academic credit system as it will be made available from our

affiliating University.

17.Skill development:

The skill development initiatives find a new importance and focus on the National Education Policy and paves the way for building a strong and progressive nation. The holistic skill development of youth from all strides of education is the determining factor to realize the objective of 'Atmanibhar Bharat' (Self-reliant Nation). Emulating the skill-based education, new vocational and technical courses, the thrust areas are urged to be introduced to make our youth more skilful and employable. In tune with this spirit the college in its curriculum introduced Skill Enhancement Curricula (SEC) where the students are to study and make themselves aware of the employable opportunities within each subject they have selected to pursue their academic challenge. The Discipline Specific Electives (DSE) within each academic subject chosen by the students allow the students to develop their intellectuality in terms of latest technicalities available with the discipline.

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

Indian Knowledge System with the multilingual learning improves learning quality among the students. The social skills and intercultural communication can be enhanced with the use of the multilingualism. The appreciation of local languages promotes cultural awareness with the improvement of creativity and in turn provides better educational value. Hence, the college accommodates in its curriculum four traditional Indian Languages from where students can select their area of study. These are Bengali, Hindi, Urdu and Sanskrit. The later one offers traditional knowledge in its curricula. Traditional knowledge is exploration of spiritual identity in terms of knowledge, skills and practices which are developed, followed, persistent and carried on from generation to generation among the society. The significance of imparting traditional knowledge among the students is to provide the ancestral values to lead a meaningful life. Imparting traditional knowledge also reduces the habit of marginalization where the individuals are focused only towards own cultures followed in the host community. The present course content also offers a compulsory language elective named as Ability Enhancement Compulsory Course (AECC) which can be opted by the students based on the interest.

All types of Linguistic competitions and programmes are organized by the Cultural sub-committee, various departments and clubs introduced by the college to inculcate the culture of Indian Linguistic

traditions and make them understand the relevance of Indian languages. The Indian language-based departments of our college in Arts & Humanities stream possess skilled language teachers, who have become instrumental in the use of Indian languages in College Programmes.

Our college Library has diverse collection of books and journals in Indian languages to provide exposure to various cultural & linguistic aspects.

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

Our institution has implemented CBCS System since 2018 across all programmes. The introduction of CBCS system has given added benefits of formative assessment of learning. Each subject has a well-defined Programme Outcomes and Course Outcomes which is available in our college website. These outcomes help teachers to have a clear defined objective that is to be delivered to the students. The institution conducts orientation programme for fresh whereby students are oriented towards the objective of each course and the outcome that they will derive after the completion of the course. The institution has a mechanism of result review to assess the achievement of desired outcomes for each course by the students.

20.Distance education/online education:

Though the college does not run a Distance Education System on its own, it operates a local centre for Distance learning conducted by Netaji Subhas Open University. This centre promotes online education mostly among the local youth at graduate and post-graduate levels.

Most of the faculty members are accustomed with using ICT and modern methods of teaching. During the Covid Pandemic (Covid-19), all faculty members adapted online platforms for teaching and engaged students through various online techniques. The college also conducted online examinations successfully by using its own team. During that period the college also organised webinars and various online cultural activities were also conducted. Considering the limitations of online student engagement, the college is trying to find out certain measures to overcome it. Some of the lectures are uploaded in YouTube channel as well as with the college LMS portal. Library also offers various online services and web resources to support teaching learning. In post covid situation the college has explored blended mode of learning as and where required. Thus, the college is preparing on every front to implement New Education Policy effectively with its limited span.

Extended Profile

1.Programme	
1.1	28
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	3483
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	876
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	1886
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	84
Number of full time teachers during the year	
File Description	Documents
Data Template	View File

3.2	86
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	29
Total number of Classrooms and Seminar halls	
4.2	21.65424
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	53
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

Lalbaba College is affiliated to the University of Calcutta, Kolkata, West Bengal, and it follows the University prescribed curriculum thoroughly. For the effective implementation of the curriculum the broad vision and goals of the college are kept in mind. We have various well-structured processes that enable effective communication and dialogue among the various stakeholders' groups and the University within larger societal contexts.

The College level committees prepare broad guidelines and frameworks to suit requirements of different courses at the departmental level. The Teachers' Council in consultation with the Academic, Routine and other Sub-committees of the college, and in consultation with individual departments, provides directions and regularly monitors the efficacy of the same throughout the academic session.

Meetings are held in each department at the beginning of every academic session to discuss the course distribution for the up-coming academic session. The syllabus is distributed among the

departmental faculty members. In this connection every department prepares a departmental routine in consultation with the master routine, a teaching plan showing term-wise topics to be taught. Syllabus of each subject for the academic session is provided to the students for effective academic planning, implementation and review of the curriculum.

The theory and practical classes are held according to the time table which is prepared prior to the commencement of the academic year by the routine sub-committee and is published on students, teachers' notice board and college website also.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.lalbabacollege.in/uploads/32master-routine-2021-22_compressed.pdf

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

The Annual Academic Calendar is prepared according to the University Calendar prior to the commencement of academic year by IQAC, specifying available dates for significant activities to ensure proper teaching-learning process and continuous evaluation and it is displayed in the Notice Board and College Website.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.lalbabacollege.in/uploads/95academic-calendar-2021-22.pdf

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma

Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

6

File Description	Documents
Any additional information	View File
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 various courses that we offer have a strong focus on Gender differences, the relevance of children in social policy, the differentials of participation in the work force, marginalization faced by women in governance and public policy making, the feminization of poverty as well as inequalities of hunger, food security, environmental degradation and climate change. Planning and development of flagship programs are an integral part of our core courses at the UG level. The students are also made aware of the concept of sustainability and the need for environmental conservation, and the role students can play in this regard.

At the undergraduate level, these areas are covered in Core Courses and discipline specific electives such as Child Rights and Gender Justice. Skill enhancement courses such as Resources and Sustainable Development. General Electives such as Gender and Social Justice, Media and Society, Children's Rights and Gender Empowerment. Different programs offering courses in women and society, laws, policies and programs for children and women, environment and socio-economic development and sustainable development. There is also a compulsory course on Environmental Studies offered to Second Semester UG students under new CBCS syllabus.

The cross cutting issues are also an intrinsic part of students co-curricular activities. Students are encouraged to develop healthy competition to inculcate practices of fair play and equity. These issues find a collective space in numerous co-curricular and cultural activities such as dance, drama, oration, awareness programs, debate competitions, tree plantation programs, Swach Bharat Abhiyan etc.

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

5

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	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)	View File

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

1369

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 **A. All of the above**

**syllabus and its transaction at the institution
from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.lalbabacollege.in/uploads/4feedback_merged-2021-22.pdf

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

1956

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

235

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

2.2 - Catering to Student Diversity

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

Lalbaba college gives equal attention to each of the students in the class but the faculty members are keen to identify the slow learners based on their responses in the class. However, after the publication of the results of first semester, the slow learners are properly identified. Teachers of the departments provide the academic materials to them and also provide those through LMS. Special attention is also given by the teachers in the class to improve the slow learners. These initiatives help to bridge the gap between the slow and advanced learners.

File Description	Documents
Link for additional Information	https://eshikshak.lalbabacollege.in/
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
3483	84

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

1) Experiential Learning:

A. Laboratory based learning for subjects like Physics, Chemistry and Geography encourage the students performing in practical experiments under the supervision of the teachers.

B. Field Trips: For certain subjects, like Geography and Education field trips are a part of the curricula at the undergraduate level. Thematic socio-economic surveys provide more exposure to the real world and help to expand the ambit of lateral thinking of the students.

C. Projects: For disciplines like Commerce, Education, Geography, Physics and Environmental Studies projects are to be prepared by the students which not only enhances the academic skills but also to face the real situations properly. It also helps students to become more creative and innovative in their way of learning.

11) Participative Learning: For active participation of the students in learning process, PPT and Poster Presentations by the students, group discussions in the class, debates and discussions on contemporary issues, role playing and recitations by certain departments, quiz competition are encouraged.

111) Problem Solving Methodologies: Some departments assign certain academic problems to the students and they are required to solve those either theoretically or practically within a certain time. The departmental faculty supervises the problem solving techniques adopted by them and if necessary they help them to find the solution. This creates an interest on the problem areas among the students and encourages them to undertake research work.

File Description	Documents
Upload any additional information	View File
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

ICT enabled tools like computers, projectors, different softwares, creative contents, mobile applications etc. make classes more interesting and increase students' motivation in learning by unfolding many information sources. After the Pandemic Period academic materials are provided to the students through LMS. The institution uses blended mode of learning in which both online and

offline methodologies are adopted. Use of ICT tools has provided a new dimension in learning both for the students and the teachers.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.lalbabacollege.in/uploads/12.pdf

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

2.3.3.1 - Number of mentors

84

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

84

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

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

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

23

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

970

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 internal assessment system of the institution is crystalline. As per the CBCS regulations of the University, the college is authorised to conduct internal examinations with its own question papers. The examination sub-committee is entrusted by the college to conduct this examination. The sub-committee after receiving the specified dates recommended by the university for conducting internal examination decides the time table for the examination in a meeting considering other academic activities of the college. The departments are requested by the sub-committee to prepare question papers, evaluate answer scripts as per directions given by their respective UGBOS and submit marks in the manner prescribed by the university. The question papers are received by the examination sub-committee through email and they make adequate arrangements for conducting examination by way of printing question papers, preparing sitting arrangements and invigilation duty charts. The confidentiality of the examination system is thoroughly maintained

and no compromisation is allowed in this regard. Needless to mention a robust and transparent mechanism of internal assessment is maintained by the college.

The mode of examination in the college is offline written, MCQ based, Short answer type, Problem solving type, etc. It depends upon the recommendations of UGBOS of respective departments. But during the unfortunate span of Covid-19 the university authorities allowed online mode of examination and the college complied with this directive. The college on recommendation of examination sub-committee developed an examination portal for smooth conducting of online examination where students and teachers were all under different roofs.

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

As per CBCS curriculum, internal assessment is an integral part of university examination. Examination related grievances can be of different types like non-receipt of admit cards, wrong credentials printed in admit card, non-receipts of marksheets and certificates etc. The students are free to submit their grievances on the above as well as their grievances on their achieved results in examinations. The grievances are forwarded to the departments for understanding its merit and necessary steps are taken to resolve the grievances in favour of the students. If any communication is required with the affiliating university the departments always take initiative to do so for time-bound solution of the grievances.

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.

The Programme Outcomes (PO), Programme Specific Outcomes (PSO) and

Course Outcome (CO) of the programmes offered by the institution are clearly described in the institutional website of the college. The institution organises orientation programme every year at the beginning of the academic session to make the students aware of those. The departments also make the students aware of those at the time of classroom teaching as and when required. The Central Library of the college also takes positive steps in the above direction by motivating the students in understanding PO, PSO, CO of their selected programmes by providing them the relevant documents preserved in the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.lalbabacollege.in/uploads/18po-co-final21-22.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The institution normally evaluates its Programme Outcomes and Course Outcomes through the evaluation mechanism of the students. It is understood that the students scoring high grades generally prone to achieve the higher level of PO, COs. The level of PO and COs achieved by the students can also be assessed by the departments while examining the tutorials, projects, practicals etc.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.lalbabacollege.in/uploads/18po-co-final21-22.pdf

2.6.3 - Pass percentage of Students during the year

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

1356

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	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://www.lalbabacollege.in/uploads/64sss_21-22.pdf

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)

0

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

0

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

8

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

3.2 - Research Publications and Awards

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

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

11

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

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

Extension activities of the college is basically carried out by its NCC and NSS units such as in COVID-19 relief programmes. COVID-19 vaccination camp was also organized with support from Health Department, Govt. of W.B.

Health and hygiene campaigns are regularly organized by the college. Srijan, a NGO operating in the field of ophthalmology, is associated with the college to conduct eye-testing camp which also performed cataract operations to the needy locals. They also distributed spectacles after eye testing to the poor and needy persons residing nearby. 'On Fit India Movement' day NCC unit of the college organized an awareness programme to make conscious about ill effects of unhygienic living conditions. The NCC unit also organized a 'Cancer and Aids Awareness Rally' to make people conscious about the misconceptions regarding these diseases on NCC day.

Celebrating 'Azadi ka Amrut Mahotsav' the NCC unit of this college organized 'Fit Indian Freedom Rider Cycle Rally' to make aware the local citizen and to rejoice the glorious moments of Indian history from independence still now. The college has also organized an awareness rally on 'Water Conservation Plan and Waste Water Reuse Programme' to spread awareness about renovation of water bodies, reuse and recharge rain water on 'Jal Shakti Abhiyan' day.

As part of celebrating Independence Day 'Tree Plantation Drive' and 'Swachh Bharat Abhiyan' was organised in college campus.

File Description	Documents
Paste link for additional information	Nil
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

0

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

10

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year**564**

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

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year****0**

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****0**

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.

The College has adequate infrastructure that contributes to the academic growth of students and faculty members. At present there are 29 classrooms including 4 laboratories (Commerce, Geography, Physics and Chemistry) and 1 auditorium which are now treated as classrooms due to space crunch and to fulfil the minimum specified requirement of CBCS curriculum. Among these 8 are ICT enabled. The entire college campus is Wi-Fi enabled.

The college library has a rich collection of books on all the subjects taught in the college. The library has subscription for INFLIBNET-NLIST and provides remote access to e-books and e-journals. Students are always encouraged to improve their reading habits. Library's circulation system is automated through SOUL software.

The college now has in its possession 72 desktops, 21 laptops, 8 projectors most of which are used for academic and administrative purposes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.lalbabacollege.in/library/website/pages/users-service

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

The college has a well-equipped and decorated auditorium with audio-visual aid to organize and facilitate cultural activities, seminars, special lectures and different club activities. This auditorium (1900 square feet approx.) can accommodate around 300 spectators. The college also provides musical instruments to support the cultural endeavour of students. In addition, an open stage called 'Mukta Mancha' was constructed during the year 1996-97 for celebrating different academic and cultural programmes of the college.

The college is well-equipped with indoor gaming facilities like table tennis, badminton, chess, carrom etc. Badminton is practised in the college's courtyard (around 1500 square feet in area). The Indoor games are practised in the rooms G-2(For Male Students) and G-6 (For Female students). The covered area in those rooms are 600sq.feet (approx) and 300 sq.feet (approx) respectively.

For outdoor games college has every required gear for sports like football, volleyball, cricket, badminton etc.

Badminton is practiced in the college's courtyard (around 1500 square feet in area).

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.

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.lalbabacollege.in/uploads/62ict-enabled-classrooms-2021-22.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

6.67135

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

4.2 - Library as a Learning Resource

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

Lalbaba College library is automated with SOUL3.0 software for library in-house operations. The initial computerization process was initiated in December, 2015 with library software SOUL2.0 (Software for University Libraries: A state-of-the-art integrated library management software designed and developed by the INFLIBNET Centre) for automating cataloguing process. Later, in 2021 the library has upgraded to SOUL3.0 version comes with comprehensive functionality and advanced options. The computerized circulation has been introduced in Lalbaba College Library for students in 2021. Lalbaba College Library is using the following modules of SOUL 3.0 at present.

1. Catalogue
2. Circulation
3. OPAC
4. WEBOPAC
5. Administration

Also through the static IP and mobile application for SOUL (SOUL m-opac), students and teachers can access SOUL Web-OPAC from remote place.

There are link for library website in the college website homepage.. Library provides online facilities and information on different library activities such as online requisition facilities, searching of e-books and journals through N-LIST, link of the webinars and events organised by the library, display of notice etc. through the website. (<https://www.lalbabacollege.in/library>)

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.lalbabacollege.in/uploads/974.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **B. Any 3 of the above**

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

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

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

4.21141

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

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

4.2.4.1 - Number of teachers and students using library per day over last one year

25

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The College Campus is connected with Wi-Fi through W-LAN and LAN. Students, staff and teachers have access to these facilities on all floors through W-LAN and with LAN by 60 MBPS Speed (Siti Broadband). The existing Smart classrooms are in frequent use in the teaching learning process. The College website is enriched with regular updates (2 GB Hosting Server from Digital Ocean for Website, web pages designed, LMS modules etc.).

The College Office uses College Management Software(CMS-2) developed by Cyber Softech.Com. ERP solutions (cloud based server)by Right Brains Technology have been implemented in 2021-22 with the following modules:

1. Fees collection(Semester-wise),
2. Students Information Management System,
3. Learning Management System(LMS),
4. Online Examination Portal,
5. Admit Card Access Module,
6. Library website and library clearance module,
7. online Admission System
8. Office Management module,
9. online Feedback Module etc.

The College constantly updates the IT environment at various laboratories and departments i.e. Computer Lab, GIS Lab (Geography-Q GIS-3.2, GNSS and Satellite Imagery), Library-Soul 3.0 software, C-language, R Programming in Mathematics, Economics and, CCTV enable Channels-32, Biometric Attendance devices for both students and staff.

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

4.3.2 - Number of Computers

106

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

4.3.3 - Bandwidth of internet connection in the Institution A. ? 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)**

14.98289

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

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

Annual maintenance and repair of the infrastructure geared for physical and academic support in sites like - laboratory, library, computers and classrooms - are taken care of by the college administration in a systematic manner. The laboratory equipment is

regularly maintained for proper functioning and upgraded according to the need of the curriculum. Enrichment of library resources is done as per the requirements of the departments. Library software is also upgraded time to time for proper functioning. Minor and major repairing works, painting, plumbing works, sewerage cleaning etc. are carried out when required. Day to day cleanliness is carried out by the staff appointed for cleaning and maintenance of the building and its surroundings. For routine maintenance of the existing infrastructure i.e., drinking water, sewage and plumbing works, electrical works there are maintenance staff. For the annual maintenance of computers and computer related accessories the college has AMC with different vendors. Green generator, Water Coolers, RO-UV filters and Air Conditioners are serviced by local service providers as and when required.

All infrastructural development and maintenance is done through proper procedure and policies by different committees and Sub-committees like Purchase and Maintenance, Tender, Students Welfare and Grievance Redressal Committee, Women's Cell etc.

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

814

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

119

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

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

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

77

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

77

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

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

C. Any 2 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	View File
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

0

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

22

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

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

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

0

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.

0

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)

Besides grooming the students for future by imparting formal education and training, the college aims to foster the growth of an all-round personality among students through co-curricular and extracurricular activities. Students of the college take the lead in all co-curricular activities like students' seminar, Special lectures, Wall Magazines, interdisciplinary programmes organized by the departments. Students with motivation from the teachers observe "Rabindra Jayanti" to pay homage to Kaviguru Rabindranath Tagore on his birth anniversary. Besides this, Independence Day and Teacher's Day to honour teachers on the birthday of Sarvapalli Radhakrishnan, is also observed. Saraswati Puja and Vasanta Utsav are also celebrated with great enthusiasm by the students. Several cultural programmes have also been conducted in online due to pandemic situation and also conducted in offline mode after the pandemic. Students participate in Student's Week competition, prescribed by Higher Education department government of West Bengal. Large-scale participation and tremendous interest among students participating in music, dance, play-acting, debate, elocution and quiz competitions. Despite many hurdles students and teachers of the College had arranged online celebrations and observations of several events and memorable days to keep studentship alive.

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

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

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

11

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

5.4 - Alumni Engagement

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

Alumni Association is under the process of Registration.

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

The college is committed to providing education at the undergraduate level to the neighbourhood students. Irrespective of caste, class, creed, religious affiliation, or gender, it aims at providing generous scope for higher education to the local youth. The mission of the college is to pursue knowledge through participation in academic, co-curricular and extracurricular activities and developing strong personal values. The college prizes personal touch, a value that society is fast losing. Its programmes address the evolving needs of the locality. The college takes pride in emphasizing those practices that help the students to acquire knowledge and experience which prepares them for a fruitful future. The college believes this would provide a meaningful contribution to the community. The major consideration that is addressed by its goals and objectives is to prepare the students to work in an information-rich and technology driven world.

This is being translated through effective governance. The management of the college, under the present setup, is vested in the Principal, who in consultation with and under the guidance of the Governing Body administers the institution. The various committees comprising members of the teaching and non-teaching communities are involved in curricular and co-curricular affairs and administrative functions of the institution. The in-charges of the departments are authorized to monitor the routine functions at the departmental level. Leadership qualities and decision-making ability is encouraged in in-charges of departments. An environment of equity and democracy is set up to conduct affairs in a smooth and satisfactory manner.

File Description	Documents
Paste link for additional information	https://www.lalbabacollege.in/website/pages/vision-mission
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.

Decentralization is having a significant impact on policy, planning and management. It is a means of improving the efficiency of the education system and the quality of educational service. The college is dedicated to the principle of decentralization and works on the basis of a Committee system. In conformity with the guidelines of the parent University, various Committees and Sub-committees are

formed either by the Governing Body, Principal and Teachers' Council with their authority and mutual responsibility, relationship etc. clearly outlined. These components of the college administration are believed to be the key to its effective and smooth running and they meet regularly to streamline college administration. At present, the prominent Committees, Sub-committees, and Cells of the college are as below:

1. Academic Sub-Committee 2. Finance Sub-committee 3. Admission Sub-committee 4. Examination Sub-committee 5. Routine Sub-committee 6. Library Sub-committee 7. Seminar Sub-committee 8. Provident Fund Sub-committee 9. Purchase & Maintenance Sub-committee 10. RTI Cell 11. e-Pension Cell 12. Cultural & Farewell Sub-committee 13. Grievance Redressal Committee etc. All these bodies work in favour of decentralization and a participative management system.

A unique example of decentralization can be found in the working of the Library Sub-committee. After receiving financial allocation from Principal through Bursar and Accountant, the Library Sub-committee in its meeting decides upon departmental allocations. The departments on receipt of this allocation finalize the list of books and journals to be purchased for the Central Library in their departmental meeting. Departments purchase the books considering funds, availability and demand.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution deploys the strategic planning in the aspects of (a) Quality enhancement and improved teaching-learning environment. LMS (Learning Management System) has been introduced to support teaching learning and to support personalized study. LMS facilitates enhancement of student support systems to improve student success rate.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://eshikshak.lalbabacollege.in/
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 administration of the college runs as per rules and regulations laid down by the Department of Higher Education, Government of West Bengal and the University of Calcutta, Kolkata. The Governing Body is the highest decision-making body comprising of the Principal, teaching, non-teaching and student's representatives, government, university and State Council of Higher Education's nominees. The Governing Body frames policies as per necessity within the overarching framework. Principal is the administrative, financial and academic head of the institution. Office of the Principal is engaged in different administrative and financial functions. There are 15 academic departments in the college engaged in the teaching-learning process. Internal Quality Assurance Cell monitors a large number of issues associated with teachers and students, specially focusing on the academic affairs. Teachers' Council comprising of all the teachers of the college is engaged in different administrative, academic and co-curricular activities through various committees.

Whole time teachers in substantive post are recommended by the West Bengal College Service Commission (WBCSC) and appointed by the Governing Body. State-aided College Teacher (SACT) is approved by the Higher Education Department, Govt. of West Bengal.

Academic and Administrative work is monitored through several Committees/Sub-committees such as Academic, Examinations, Finance, Purchase, Admissions, Library, etc. for the smooth conduct of all administrative/ academic activities.

Service Rule for the staff members of the college is consistent with the Calcutta University First Statute, 1979, West Bengal Universities and Colleges (Administration and Regulation) Act, 2017, West Bengal College Teachers (Security of Services) Act, 1975.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.lalbabacollege.in/uploads/19organogram-21-22.pdf
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	View File
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

The college offers welfare schemes for all its employees for which the order is issued by the Higher Education Department, GoWB and is strictly followed. This helps the staff in times of distress. The government has provided health insurance schemes (WB Health Scheme, Swasthya Sathi) to the staff (teaching and non-teaching) of the College.

Apart from official measures, college also supports its non-teaching staff by providing Ex-gratia facilities from the College Fund. Loans from Provident Fund on genuine grounds are provided, bank loans are also supported by the college.

In addition, altruistic initiatives in aid of distressed teaching and non-teaching staff are undertaken as and when required.

File Description	Documents
Paste link for additional information	https://www.lalbabacollege.in/uploads/546.pdf
Upload any additional information	View File

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

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

0

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

3

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

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

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

10

File Description	Documents
IQAC report summary	View File
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

The appraisal and refurbishment of the strengths and achievements of each individual member of the teaching and non-teaching community in our college is the key to the administration's management of the growth and sustainable development of the resources generated and services rendered by it. In addition to the set UGC & Government guidelines for the routine career advancement of faculty members,

the college has instituted a thorough periodic Academic Audit whereby members of the administration and Senior Teachers visit all academic departments of the college in order to assess curricular preparedness, intellectual innovations used and facilities used and services provided. Although this Academic Audit takes as its lowest unit for evaluation of the respective academic departments, it is still keenly interested in individual betterment by incorporating productive exchanges between the Visiting Team and the faculty members on matters of pedagogy, technology, research and publication.

In addition to helping the college administration assess the intellectual fecundity and readiness of faculty members this system of Academic Audit is also beneficial in garnering object knowledge about the competence, commitment and technical expertise of the non-teaching staff of the college as every academic department has to rely on the college office and related services to function properly.

The college has also performance appraisal system for its non-teaching staff. The Governing Body ensures that this system is perfectly executed based on its appraisal of an incumbent's span of service as continuous and satisfactory.

File Description	Documents
Paste link for additional information	https://www.lalbabacollege.in/uploads/266.pdf
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 institution normally appoints an auditor for internal auditing. The internal auditing has been updated till the financial year 2021-22.

Statutory auditor for the college is appointed by Higher Education Department, GoWB. Statutory audit has been updated till the financial year 2019-20.

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)

0

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

The institution is financed entirely by the Government of West Bengal. There are two main sources of funds for the institution.

1. State Government Allotment,
2. Resource generated by the college in the form of collection of fees from the students. Resources are also generated by the college utilizing endowment grants, bank interests, late fees, Transfer Certificate fees, and library fines, scrap sell, etc.

The state government fund is basically utilized for salary payable towards the whole-time and SACT teachers and whole-time non-teaching staff of the college. The college collection is utilized for paying remuneration of contractual non-teaching staff and Visiting faculties of the college. Electricity Bills, Telephone Bills, Office expenses, Expenses on maintenance of computer and campus maintenance, and expenses on enhancement of infrastructure augmentation etc. are done utilizing collection of fees from the students.

For optimum utilization of funds decisions of expenses other than monthly electrical and telephone bills are taken by various sub-committees. Finance committee and Governing body of the college take final decision on purchases of higher values. Tenders are floated on Website and otherwise and normally the lowest bidder is invited to execute the job. This is the cornerstone to prevent misuse of funds and to make optimum utilization of resources.

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

In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by the IQAC of the college are as under:

- IQAC has conducted a central orientation program for the students of Semester-I to ensure that each and every student is aware about the Programme and Course outcomes of the students' right from the enrolment.
- IQAC has promoted ICT usage among teachers to render them adept at adjusting to the changing learning needs of the students. It conducted two workshops for enabling teachers to use more applications that are user-friendly. Some departments are reaping the benefit of consistent ICT usage in the institution.

File Description	Documents
Paste link for additional information	https://www.lalbabacollege.in/uploads/12.pdf
Upload any additional information	View File

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

The college is now in a process of preparing for second cycle of

NAAC Evaluation. As part of post-accreditation initiatives the college has introduced Honours courses in several subjects like Hindi (2008), Mathematics (2015), Education (2017) and Urdu (2018).

- IQAC has initiated Academic Audit at the internal level to make note of diversities across departments and suggest improvements in the teaching-learning process.
- IQAC has constantly encouraged teacher's participation in faculty development programs like Orientation and Refresher Courses. It also motivates teachers to use more ICT tools in the teaching-learning process.

File Description	Documents
Paste link for additional information	https://www.lalbabacollege.in/uploads/266.pdf
Upload any additional information	View File

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.lalbabacollege.in/uploads/31iqac-annual-report_21-22_merged.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Although 'Gender Equity' is a horizon that we have pledged ourselves to institutionally, achieving an organic and seamless consistency between idea and action-taken has proved a bridge too far for us till date. Sporadic instances of the observance of International Women's Day in our institution do exist. However, the year long relentless pursuit of the goal of 'Gender Equity' through seminars, publications and frequent sensitization programmes and workshops, thereby forming a well-planned calendar of activities has eluded us.

The syllabus prescribed to us by our affiliating university provide us a curricular blue-print for setting the foundations of and building a structure of ideas that pertain to a gender equitable education. For example, the department of Education offers courses on "Gender and Society" and the departments of English and Political Science also offer pedagogical opportunities for engagement with women's issues in their Discipline Specific Electives courses.

The college has set up a 'Visakha Committee and Internal Complaints Committee' to look into grievances related to both sexual harassment and inequality in terms of infrastructural, academic, psychological issues related to female students and staff members. Female students are regularly counselled and made aware of the changing terrain in the legal, socio-political and medical scenario in the country. These awareness 'sessions' have been conducted by the Women's Cell of the college.

File Description	Documents
Annual gender sensitization action plan	https://www.lalbabacollege.in/uploads/967.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	https://www.lalbabacollege.in/uploads/197.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-

D. Any 1 of the above

**based energy conservation Use of LED bulbs/
power efficient equipment**

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

The institution ensures the separation of degradable and non-degradable waste by collecting the waste in different coloured bins. The college also ensures the pick-up of this waste by local civic authorities.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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: **B. Any 3 of the above**

- 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

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

D. Any 1 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	No File Uploaded
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 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
Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

E. None of the above

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

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

Inclusion is an effort to make sure that diverse learners - those with physical disabilities, different languages and cultures, different homes and family lives, different interests and ways of learning - irrespective of their strengths and weaknesses will be part of mainstream education. A good inclusive education is one that allows all the students to participate in all aspects of curricular and extracurricular activities in the institution equally. The curriculum prescribed under the current CBCS system is particularly suited to deliver the message of tolerance, harmony, equality and a non-discriminatory and inclusive democracy as evidenced by the syllabi of the Political Science and the English departments, to cite but two. The tenets of the Indian Constitution, Human Rights, Equality of all under the law of the land are very well documented in the Political Science syllabus, while the English Literature syllabus stresses a universal brotherhood of man and his inalienable rights.

At our institution we believe in the credo of Unity in Diversity. That is why our students respect the difference and uniqueness of religions, languages and cultures. We greet and wish each other at different festivals and invite them to have amicable relations and to maintain social and communal harmony.

In our college students get acquainted with the different cultures of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. This also creates an inclusive environment in the college and impacts society positively.

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

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

The college works indefatigably towards inculcating values for being responsible citizens as reflected in the Constitution of India among all stakeholders: students, teachers and other staff members. The ideals cherished and the outcomes envisaged by our institution are as follows:

- To abide by the Constitution and respect its ideals and institutions, the National Flag and the National Anthem
- To cherish and follow the noble ideals which inspired our national struggle for freedom
- To uphold and protect the sovereignty, unity, and integrity of India
- To defend the country and render national service when called upon to do so
-
- To promote harmony and the spirit of common brotherhood amongst all the people of India transcending religious, linguistic and regional or sectional diversities
- To renounce practices derogatory to the dignity of women
- To value and preserve the rich heritage of our composite culture
- To protect and improve the natural environment including forests, lakes, rivers, wildlife and to have compassion for living creatures
- To develop the scientific temper, humanism and the spirit of inquiry and reform
- To safeguard public property and to abjure violence
- To strive towards excellence in all spheres of individual and collective activity, so that the nation constantly rises to higher levels of endeavour and achievement.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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 **D. Any 1 of the above**

4. Annual awareness programmes on Code of Conduct are organized

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	View File

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

The college ensures a year-long cycle of events that commemorate national and international occasions and events of note. This cycle of events enhances the intellectual connectivity and human responsibility of students as they become aware and find themselves implicated in global and national currents of thought. The world is ours, and as global citizens we cannot absolve ourselves of the ethical charge and intellectual challenge that faces us on different fronts like the environment, planetary humanism, the growth of science and technology and its impact on unequal human development across the world. These events organized by the college act as a supplement to the values and choices already embedded in the curriculum. From fostering love for one's nation and universal

brotherhood -- Independence Day -- the events widen the perspective of students like the International Mother Language Day, showing them that language as the fundamental building block of culture and free-expression is like a mother who cares, nourishes and inculcates the first tenets of human behaviour in us. Thus students become more tolerant and humane in their approach to the modern world and its problems.

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.

BEST PRACTICE - I

Title of the Practice: PREPARING STUDENTS AS RESPONSIBLE FUTURE CITIZENS WITH A NOVEL & VIBRANT APPROACH

Objectives of the Practice:

- To foster personal qualities like honesty, integrity, truthfulness etc. and to develop qualities like leadership, teamwork, responsibilities, self-esteem and self-awareness.

The context that required the Initiation of the Practice:

The college is committed to provide education to the local youth irrespective of caste, class, creed, religious affiliation or gender .The students are guided here by expert teacher through mentor-mentee relationship.

The Practice:

- The courage, skill and persistence of the faculty members of the college are proactive and innovative. The freshness and incisiveness of the faculty members always encourage students

to be a good citizen of india.

Best Practice - II

Title of the Practice - Giving Our Students a 'Sporting' Chance for a Complete Life

The Objective:

Sports involve any form of physical activity, from dancing to boxing. Sports can bring people together and give people a sense of identity. Higher study and sports are conceived as adversaries instead of being complimentary to each other.

The Context:

In our college, in keeping with our institutional distinctiveness, a culture of sports has been actively nurtured.

The Practice:

At Lal Baba College we inculcate the 'mantra' of sports very early in the student's sojourn with us. With our encouragement of sporting activities in our institution students from diverse backgrounds feel more at home here that helps with their academic improvement as well.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Our institution draws its social relevance and intellectual inspiration from the work done in the locality by a mendicant sect of monks (the Udasis) who migrated from north India (Punjab to be

precise) and settled not far from where our institution now stands, on the banks of the river Bhagirathi. Fondly remembered by the commoners in these parts for their quiet dedication and tireless service, the red cloth they used to drape themselves in, and still do, gave them a generic title of 'Lal Baba'. The renunciation of earthly pleasures and a single-minded devotion to the betterment of fellow human beings endeared these ascetics to the local people. Our institution was originally founded by this sect of monks to ensure that everyone - the destitute, the poor, the backward and the orphaned - had equal opportunities in securing higher education. Our institutional distinctiveness goes beyond the concrete, contemporary context, carrying forward the idea of worldly asceticism, a social dedication that evinces one's actions as being connected to the ideas of equality, justice, and solidarity. Such an identity is no longer perceived as being directly dependent upon a religious sect that had been the guardian of its inception. The more we evolve, the more we shall remain true to our cherished ideal. In a climate where the erosion of values is a general truth, we hope to be its last bastion, if possible.

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

Lalbaba College is affiliated to the University of Calcutta, Kolkata, West Bengal, and it follows the University prescribed curriculum thoroughly. For the effective implementation of the curriculum the broad vision and goals of the college are kept in mind. We have various well-structured processes that enable effective communication and dialogue among the various stakeholders' groups and the University within larger societal contexts.

The College level committees prepare broad guidelines and frameworks to suit requirements of different courses at the departmental level. The Teachers' Council in consultation with the Academic, Routine and other Sub-committees of the college, and in consultation with individual departments, provides directions and regularly monitors the efficacy of the same throughout the academic session.

Meetings are held in each department at the beginning of every academic session to discuss the course distribution for the upcoming academic session. The syllabus is distributed among the departmental faculty members. In this connection every department prepares a departmental routine in consultation with the master routine, a teaching plan showing term-wise topics to be taught. Syllabus of each subject for the academic session is provided to the students for effective academic planning, implementation and review of the curriculum.

The theory and practical classes are held according to the time table which is prepared prior to the commencement of the academic year by the routine sub-committee and is published on students, teachers' notice board and college website also.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.lalbabacollege.in/uploads/32master-routine-2021-22_compressed.pdf

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

The Annual Academic Calendar is prepared according to the University Calendar prior to the commencement of academic year by IQAC, specifying available dates for significant activities to ensure proper teaching-learning process and continuous evaluation and it is displayed in the Notice Board and College Website.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.lalbabacollege.in/uploads/95academic-calendar-2021-22.pdf

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

6

File Description	Documents
Any additional information	View File
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 various courses that we offer have a strong focus on Gender differences, the relevance of children in social policy, the differentials of participation in the work force, marginalization faced by women in governance and public policy making, the feminization of poverty as well as inequalities of hunger, food security, environmental degradation and climate change. Planning and development of flagship programs are an integral part of our core courses at the UG level. The students are also made aware of the concept of sustainability and the need for environmental conservation, and the role students can play in this regard.

At the undergraduate level, these areas are covered in Core Courses and discipline specific electives such as Child Rights and Gender Justice. Skill enhancement courses such as Resources and Sustainable Development. General Electives such as Gender and Social Justice, Media and Society, Children's Rights and Gender Empowerment. Different programs offering courses in women and society, laws, policies and programs for children and women, environment and socio-economic development and sustainable development. There is also a compulsory course on Environmental Studies offered to Second Semester UG students under new CBCS syllabus.

The cross cutting issues are also an intrinsic part of students co-curricular activities. Students are encouraged to develop healthy competition to inculcate practices of fair play and equity. These issues find a collective space in numerous co-curricular and cultural activities such as dance, drama, oration, awareness programs, debate competitions, tree plantation programs, Swach Bharat Abhiyan etc.

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**5**

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	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)	View File

1.3.3 - Number of students undertaking project work/field work/ internships**1369**

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.lalbabacollege.in/uploads/4feedback_merged-2021-22.pdf

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

1956

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

235

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

2.2 - Catering to Student Diversity

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

Lalbaba college gives equal attention to each of the students in the class but the faculty members are keen to identify the slow learners based on their responses in the class. However, after the publication of the results of first semester, the slow learners are properly identified. Teachers of the departments provide the academic materials to them and also provide those through LMS. Special attention is also given by the teachers in the class to improve the slow learners. These initiatives help to bridge the gap between the slow and advanced learners.

File Description	Documents
Link for additional Information	https://eshikshak.lalbabacollege.in/
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
3483	84

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

1) Experiential Learning:

A. Laboratory based learning for subjects like Physics, Chemistry and Geography encourage the students performing in practical experiments under the supervision of the teachers.

B. Field Trips: For certain subjects, like Geography and Education field trips are a part of the curricula at the undergraduate level. Thematic socio-economic surveys provide more exposure to the real world and help to expand the ambit of lateral thinking of the students.

C. Projects: For disciplines like Commerce, Education, Geography, Physics and Environmental Studies projects are to be prepared by the students which not only enhances the academic skills but also to face the real situations properly. It also helps students to become more creative and innovative in their way of learning.

11) Participative Learning: For active participation of the students in learning process, PPT and Poster Presentations by the students, group discussions in the class, debates and discussions on contemporary issues, role playing and recitations by certain departments, quiz competition are encouraged.

111) Problem Solving Methodologies: Some departments assign certain academic problems to the students and they are required to solve those either theoretically or practically within a certain time. The departmental faculty supervises the problem solving techniques adopted by them and if necessary they help them to find the solution. This creates an interest on the problem areas among the students and encourages them to undertake research work.

File Description	Documents
Upload any additional information	View File
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

ICT enabled tools like computers, projectors, different softwares, creative contents, mobile applications etc. make classes more interesting and increase students' motivation in learning by unfolding many information sources. After the Pandemic Period academic materials are provided to the students through LMS. The institution uses blended mode of learning in which both online and offline methodologies are adopted. Use of ICT tools has provided a new dimension in learning both for the students and the teachers.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.lalbabacollege.in/uploads/12.pdf

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

2.3.3.1 - Number of mentors

84

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

84

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

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

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

23

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

970

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 internal assessment system of the institution is crystalline. As per the CBCS regulations of the University, the college is authorised to conduct internal examinations with its own question papers. The examination sub-committee is entrusted by the college to conduct this examination. The sub-committee after receiving the specified dates recommended by the university for conducting internal examination decides the time table for the examination in a meeting considering other academic activities of the college. The departments are requested by the sub-committee to prepare question papers, evaluate answer scripts as per directions given by their respective UGBOS and submit marks in the manner prescribed by the university. The question papers are received by the examination sub-committee through email and they make adequate arrangements for conducting examination by way of printing question papers, preparing sitting arrangements and invigilation duty charts. The confidentiality of the examination

system is thoroughly maintained and no compromisation is allowed in this regard. Needless to mention a robust and transparent mechanism of internal assessment is maintained by the college.

The mode of examination in the college is offline written, MCQ based, Short answer type, Problem solving type, etc. It depends upon the recommendations of UGBOS of respective departments. But during the unfortunate span of Covid-19 the university authorities allowed online mode of examination and the college complied with this directive. The college on recommendation of examination sub-committee developed an examination portal for smooth conducting of online examination where students and teachers were all under different roofs.

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

As per CBCS curriculum, internal assessment is an integral part of university examination. Examination related grievances can be of different types like non-receipt of admit cards, wrong credentials printed in admit card, non-receipts of marksheets and certificates etc. The students are free to submit their grievances on the above as well as their grievances on their achieved results in examinations. The grievances are forwarded to the departments for understanding its merit and necessary steps are taken to resolve the grievances in favour of the students. If any communication is required with the affiliating university the departments always take initiative to do so for time-bound solution of the grievances.

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.

The Programme Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcome (CO) of the programmes offered by the institution are clearly described in the institutional website of the college. The institution organises orientation programme every year at the beginning of the academic session to make the students aware of those. The departments also make the students aware of those at the time of classroom teaching as and when required. The Central Library of the college also takes positive steps in the above direction by motivating the students in understanding PO, PSO, CO of their selected programmes by providing them the relevant documents preserved in the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.lalbabacollege.in/uploads/18po-co-final21-22.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The institution normally evaluates its Programme Outcomes and Course Outcomes through the evaluation mechanism of the students. It is understood that the students scoring high grades generally prone to achieve the higher level of PO, COs. The level of PO and COs achieved by the students can also be assessed by the departments while examining the tutorials, projects, practicals etc.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.lalbabacollege.in/uploads/18po-co-final21-22.pdf

2.6.3 - Pass percentage of Students during the year

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

1356

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	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://www.lalbabacollege.in/uploads/64sss_21-22.pdf

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)

0

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

0

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

8

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

3.2 - Research Publications and Awards

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

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

11

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

10

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

Extension activities of the college is basically carried out by its NCC and NSS units such as in COVID-19 relief programmes.COVID-19 vaccination camp was also organized with support from Health Department, Govt. of W.B.

Health and hygiene campaigns are regularly organized by the college. Srijan, a NGO operating in the field of ophthalmology, is associated with the college to conduct eye-testing camp which also performed cataract operations to the needy locals. They also distributed spectacles after eye testing to the poor and needy persons residing nearby. 'On Fit India Movement' day NCC unit of the college organized an awareness programme to make conscious about ill effects of unhygienic living conditions. The NCC unit also organized a 'Cancer and Aids Awareness Rally' to make people conscious about the misconceptions regarding these diseases on NCC day.

Celebrating 'Azadi ka Amrut Mahotsav' the NCC unit of this college

organized 'Fit Indian Freedom Rider Cycle Rally' to make aware the local citizen and to rejoice the glorious moments of Indian history from independence still now. The college has also organized an awareness rally on 'Water Conservation Plan and Waste Water Reuse Programme' to spread awareness about renovation of water bodies, reuse and recharge rain water on 'Jal Shakti Abhiyan' day.

As part of celebrating Independence Day 'Tree Plantation Drive' and 'Swachh Bharat Abhiyan' was organised in college campus.

File Description	Documents
Paste link for additional information	Nil
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

0

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

10

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

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

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

564

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

3.4 - Collaboration

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

0

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

0

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.

The College has adequate infrastructure that contributes to the academic growth of students and faculty members. At present there are 29 classrooms including 4 laboratories (Commerce, Geography, Physics and Chemistry) and 1 auditorium which are now treated as classrooms due to space crunch and to fulfil the minimum specified requirement of CBCS curriculum. Among these 8 are ICT enabled. The entire college campus is Wi-Fi enabled.

The college library has a rich collection of books on all the subjects taught in the college. The library has subscription for INFLIBNET-NLIST and provides remote access to e-books and e-journals. Students are always encouraged to improve their reading habits. Library's circulation system is automated through SOUL software.

The college now has in its possession 72 desktops, 21 laptops, 8 projectors most of which are used for academic and administrative purposes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.lalbabacollege.in/library/webseite/pages/users-service

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

The college has a well-equipped and decorated auditorium with audio-visual aid to organize and facilitate cultural activities, seminars, special lectures and different club activities. This auditorium (1900 square feet approx.) can accommodate around 300 spectators. The college also provides musical instruments to support the cultural endeavour of students. In addition, an open stage called 'Mukta Mancha' was constructed during the year 1996-97 for celebrating different academic and cultural programmes of the college.

The college is well-equipped with indoor gaming facilities like table tennis, badminton, chess, carrom etc. Badminton is practised in the college's courtyard (around 1500 square feet in area). The Indoor games are practised in the rooms G-2(For Male Students) and G-6 (For Female students). The covered area in those rooms are 600sq.feet (approx) and 300 sq.feet (approx) respectively.

For outdoor games college has every required gear for sports like football, volleyball, cricket, badminton etc.

Badminton is practiced in the college's courtyard (around 1500 square feet in area).

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.

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.lalbabacollege.in/uploads/62ict-enabled-classrooms-2021-22.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

6.67135

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

4.2 - Library as a Learning Resource

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

Lalbaba College library is automated with SOUL3.0 software for library in-house operations. The initial computerization process was initiated in December, 2015 with library software SOUL2.0 (Software for University Libraries: A state-of-the-art integrated library management software designed and developed by the INFLIBNET Centre) for automating cataloguing process. Later, in 2021 the library has upgraded to SOUL3.0 version comes with comprehensive functionality and advanced options. The computerized circulation has been introduced in Lalbaba College Library for students in 2021. Lalbaba College Library is using the following modules of SOUL 3.0 at present.

1. Catalogue

2. Circulation
3. OPAC
4. WEBOPAC
5. Administration

Also through the static IP and mobile application for SOUL (SOUL m-opac), students and teachers can access SOUL Web-OPAC from remote place.

There are link for library website in the college website homepage.. Library provides online facilities and information on different library activities such as online requisition facilities, searching of e-books and journals through N-LIST, link of the webinars and events organised by the library, display of notice etc. through the website.
(<https://www.lalbabacollege.in/library>)

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.lalbabacollege.in/uploads/974.pdf

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

B. Any 3 of the above

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

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

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

4.21141

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

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

4.2.4.1 - Number of teachers and students using library per day over last one year

25

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The College Campus is connected with Wi-Fi through W-LAN and LAN. Students, staff and teachers have access to these facilities on all floors through W-LAN and with LAN by 60 MBPS Speed (Siti Broadband). The existing Smart classrooms are in frequent use in the teaching learning process. The College website is enriched with regular updates (2 GB Hosting Server from Digital Ocean forWebsite, web pages designed, LMS modules etc.).

The College Office uses College Management Software(CMS-2) developed by Cyber Softech.Com. ERP solutions (cloud based server)by Right Brains Technology have been implemented in 2021-22 with the following modules:

1. Fees collection(Semester-wise),
2. Students Information Management System,
3. Learning Management System(LMS),
4. Online Examination Portal,
5. Admit Card Access Module,
6. Library website and library clearance module,
7. online Admission System

8. Office Management module,
9. online Feedback Module etc.

The College constantly updates the IT environment at various laboratories and departments i.e. Computer Lab, GIS Lab (Geography-Q GIS-3.2, GNSS and Satellite Imagery), Library-Soul 3.0 software, C- language, R Programming in Mathematics, Economics and, CCTV enable Channels-32, Biometric Attendance devices for both students and staff.

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

4.3.2 - Number of Computers

106

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 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)

14.98289

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

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

Annual maintenance and repair of the infrastructure geared for physical and academic support in sites like - laboratory, library, computers and classrooms - are taken care of by the college administration in a systematic manner. The laboratory equipment is regularly maintained for proper functioning and upgraded according to the need of the curriculum. Enrichment of library resources is done as per the requirements of the departments. Library software is also upgraded time to time for proper functioning. Minor and major repairing works, painting, plumbing works, sewerage cleaning etc. are carried out when required. Day to day cleanliness is carried out by the staff appointed for cleaning and maintenance of the building and its surroundings. For routine maintenance of the existing infrastructure i.e., drinking water, sewage and plumbing works, electrical works there are maintenance staff. For the annual maintenance of computers and computer related accessories the college has AMC with different vendors. Green generator, Water Coolers, RO-UV filters and Air Conditioners are serviced by local service providers as and when required.

All infrastructural development and maintenance is done through proper procedure and policies by different committees and Sub-committees like Purchase and Maintenance, Tender, Students Welfare and Grievance Redressal Committee, Women's Cell etc.

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	
814	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
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	
119	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

77

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

77

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

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

C. Any 2 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	View File
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

0

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

22

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

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

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

government examinations) during the year

0

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.

0

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)

Besides grooming the students for future by imparting formal education and training, the college aims to foster the growth of an all-round personality among students through co-curricular and extracurricular activities. Students of the college take the lead in all co-curricular activities like students' seminar, Special lectures, Wall Magazines, interdisciplinary programmes organized by the departments. Students with motivation from the teachers observe "Rabindra Jayanti" to pay homage to Kaviguru Rabindranath Tagore on his birth anniversary. Besides this, Independence Day and Teacher's Day to honour teachers on the birthday of

Sarvapalli Radhakrishnan, is also observed. Saraswati Puja and Vasanta Utsav are also celebrated with great enthusiasm by the students. Several cultural programmes have also been conducted in online due to pandemic situation and also conducted in offline mode after the pandemic. Students participate in Student's Week competition, prescribed by Higher Education department government of West Bengal. Large-scale participation and tremendous interest among students participating in music, dance, play-acting, debate, elocution and quiz competitions. Despite many hurdles students and teachers of the College had arranged online celebrations and observations of several events and memorable days to keep studentship alive.

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

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

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

11

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

5.4 - Alumni Engagement

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

Alumni Association is under the process of Registration.

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
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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	
<p>The college is committed to providing education at the undergraduate level to the neighbourhood students. Irrespective of caste, class, creed, religious affiliation, or gender, it aims at providing generous scope for higher education to the local youth. The mission of the college is to pursue knowledge through participation in academic, co-curricular and extracurricular activities and developing strong personal values. The college prizes personal touch, a value that society is fast losing. Its programmes address the evolving needs of the locality. The college takes pride in emphasizing those practices that help the students to acquire knowledge and experience which prepares them for a fruitful future. The college believes this would provide a meaningful contribution to the community. The major consideration that is addressed by its goals and objectives is to prepare the students to work in an information-rich and technology driven world.</p> <p>This is being translated through effective governance. The management of the college, under the present setup, is vested in the Principal, who in consultation with and under the guidance of the Governing Body administers the institution. The various committees comprising members of the teaching and non-teaching communities are involved in curricular and co-curricular affairs and administrative functions of the institution. The in-charges of the departments are authorized to monitor the routine</p>	

functions at the departmental level. Leadership qualities and decision-making ability is encouraged in in-charges of departments. An environment of equity and democracy is set up to conduct affairs in a smooth and satisfactory manner.

File Description	Documents
Paste link for additional information	https://www.lalbabacollege.in/website/pages/vision-mission
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.

Decentralization is having a significant impact on policy, planning and management. It is a means of improving the efficiency of the education system and the quality of educational service. The college is dedicated to the principle of decentralization and works on the basis of a Committee system. In conformity with the guidelines of the parent University, various Committees and Sub-committees are formed either by the Governing Body, Principal and Teachers' Council with their authority and mutual responsibility, relationship etc. clearly outlined. These components of the college administration are believed to be the key to its effective and smooth running and they meet regularly to streamline college administration. At present, the prominent Committees, Sub-committees, and Cells of the college are as below:

1.Academic Sub-Committee 2. Finance Sub-committee 3. Admission Sub-committee 4. Examination Sub-committee 5. Routine Sub-committee 6. Library Sub-committee 7. Seminar Sub-committee 8. Provident Fund Sub-committee 9. Purchase & Maintenance Sub-committee 10. RTI Cell 11. e-Pension Cell 12. Cultural & Farewell Sub-committee 13. Grievance Redressal Committee etc. All these bodies work in favour of decentralization and a participative management system.

A unique example of decentralization can be found in the working of the Library Sub-committee. After receiving financial allocation from Principal through Bursar and Accountant, the Library Sub-committee in its meeting decides upon departmental allocations. The departments on receipt of this allocation finalize the list of books and journals to be purchased for the

Central Library in their departmental meeting. Departments purchase the books considering funds, availability and demand.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution deploys the strategic planning in the aspects of (a) Quality enhancement and improved teaching-learning environment. LMS (Learning Management System) has been introduced to support teaching learning and to support personalized study. LMS facilitates enhancement of student support systems to improve student success rate.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://eshikshak.lalbabacollege.in/
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 administration of the college runs as per rules and regulations laid down by the Department of Higher Education, Government of West Bengal and the University of Calcutta, Kolkata. The Governing Body is the highest decision-making body comprising of the Principal, teaching, non-teaching and student's representatives, government, university and State Council of Higher Education's nominees. The Governing Body frames policies as per necessity within the overarching framework. Principal is the administrative, financial and academic head of the institution. Office of the Principal is engaged in different administrative and financial functions. There are 15 academic departments in the college engaged in the teaching-learning process. Internal Quality Assurance Cell monitors a large number of issues associated with teachers and students, specially

focusing on the academic affairs. Teachers' Council comprising of all the teachers of the college is engaged in different administrative, academic and co-curricular activities through various committees.

Whole time teachers in substantive post are recommended by the West Bengal College Service Commission (WBCSC) and appointed by the Governing Body. State-aided College Teacher (SACT) is approved by the Higher Education Department, Govt. of West Bengal.

Academic and Administrative work is monitored through several Committees/Sub-committees such as Academic, Examinations, Finance, Purchase, Admissions, Library, etc. for the smooth conduct of all administrative/ academic activities.

Service Rule for the staff members of the college is consistent with the Calcutta University First Statute, 1979, West Bengal Universities and Colleges (Administration and Regulation) Act, 2017, West Bengal College Teachers (Security of Services) Act, 1975.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.lalbabacollege.in/uploads/19organogram-21-22.pdf
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	View File
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

The college offers welfare schemes for all its employees for which the order is issued by the Higher Education Department, GoWB and is strictly followed. This helps the staff in times of distress. The government has provided health insurance schemes (WB Health Scheme, Swasthya Sathi) to the staff (teaching and non-teaching) of the College.

Apart from official measures, college also supports its non-teaching staff by providing Ex-gratia facilities from the College Fund. Loans from Provident Fund on genuine grounds are provided, bank loans are also supported by the college.

In addition, altruistic initiatives in aid of distressed teaching and non-teaching staff are undertaken as and when required.

File Description	Documents
Paste link for additional information	https://www.lalbabacollege.in/uploads/546.pdf
Upload any additional information	View File

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

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

0

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

3

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

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

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

10

File Description	Documents
IQAC report summary	View File
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

The appraisal and refurbishment of the strengths and achievements of each individual member of the teaching and non-teaching community in our college is the key to the administration's management of the growth and sustainable development of the resources generated and services rendered by it. In addition to the set UGC & Government guidelines for the routine career advancement of faculty members, the college has instituted a thorough periodic Academic Audit whereby members of the administration and Senior Teachers visit all academic departments of the college in order to assess curricular preparedness, intellectual innovations used and facilities used and services provided. Although this Academic Audit takes as its lowest unit for evaluation of the respective academic departments, it is still keenly interested in individual betterment by incorporating productive exchanges between the Visiting Team and the faculty members on matters of pedagogy, technology, research and publication.

In addition to helping the college administration assess the intellectual fecundity and readiness of faculty members this system of Academic Audit is also beneficial in garnering object knowledge about the competence, commitment and technical expertise of the non-teaching staff of the college as every academic department has to rely on the college office and related services to function properly.

The college has also performance appraisal system for its non-teaching staff. The Governing Body ensures that this system is perfectly executed based on its appraisal of an incumbent's span

of service as continuous and satisfactory.

File Description	Documents
Paste link for additional information	https://www.lalbabacollege.in/uploads/266.pdf
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 institution normally appoints an auditor for internal auditing. The internal auditing has been updated till the financial year 2021-22.

Statutory auditor for the college is appointed by Higher Education Department, GoWB. Statutory audit has been updated till the financial year 2019-20.

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)

0

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

The institution is financed entirely by the Government of West Bengal. There are two main sources of funds for the institution.

1. State Government Allotment,
2. Resource generated by the college in the form of collection of fees from the students. Resources are also generated by the college utilizing endowment grants, bank interests, late fees, Transfer Certificate fees, and library fines, scrap sell, etc.

The state government fund is basically utilized for salary payable towards the whole-time and SACT teachers and whole-time non-teaching staff of the college. The college collection is utilized for paying remuneration of contractual non-teaching staff and Visiting faculties of the college. Electricity Bills, Telephone Bills, Office expenses, Expenses on maintenance of computer and campus maintenance, and expenses on enhancement of infrastructure augmentation etc. are done utilizing collection of fees from the students.

For optimum utilization of funds decisions of expenses other than monthly electrical and telephone bills are taken by various sub-committees. Finance committee and Governing body of the college take final decision on purchases of higher values. Tenders are floated on Website and otherwise and normally the lowest bidder is invited to execute the job. This is the cornerstone to prevent misuse of funds and to make optimum utilization of resources.

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

In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by the IQAC of the college are as under:

- IQAC has conducted a central orientation program for the students of Semester-I to ensure that each and every student is aware about the Programme and Course outcomes of the students' right from the enrolment.
- IQAC has promoted ICT usage among teachers to render them adept at adjusting to the changing learning needs of the students. It conducted two workshops for enabling teachers to use more applications that are user-friendly. Some departments are reaping the benefit of consistent ICT usage in the institution.

File Description	Documents
Paste link for additional information	https://www.lalbabacollege.in/uploads/12.pdf
Upload any additional information	View File

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

The college is now in a process of preparing for second cycle of NAAC Evaluation. As part of post-accreditation initiatives the college has introduced Honours courses in several subjects like Hindi (2008), Mathematics (2015), Education (2017) and Urdu (2018).

- IQAC has initiated Academic Audit at the internal level to make note of diversities across departments and suggest improvements in the teaching-learning process.
- IQAC has constantly encouraged teacher's participation in faculty development programs like Orientation and Refresher Courses. It also motivates teachers to use more ICT tools in the teaching-learning process.

File Description	Documents
Paste link for additional information	https://www.lalbabacollege.in/uploads/266.pdf
Upload any additional information	View File

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.lalbabacollege.in/uploads/31iqac-annual-report_21-22_merged.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Although 'Gender Equity' is a horizon that we have pledged ourselves to institutionally, achieving an organic and seamless consistency between idea and action-taken has proved a bridge too far for us till date. Sporadic instances of the observance of International Women's Day in our institution do exist. However, the year long relentless pursuit of the goal of 'Gender Equity' through seminars, publications and frequent sensitization programmes and workshops, thereby forming a well-planned calendar

of activities has eluded us.

The syllabus prescribed to us by our affiliating university provide us a curricular blue-print for setting the foundations of and building a structure of ideas that pertain to a gender equitable education. For example, the department of Education offers courses on "Gender and Society" and the departments of English and Political Science also offer pedagogical opportunities for engagement with women's issues in their Discipline Specific Electives courses.

The college has set up a 'Visakha Committee and Internal Complaints Committee' to look into grievances related to both sexual harassment and inequality in terms of infrastructural, academic, psychological issues related to female students and staff members. Female students are regularly counselled and made aware of the changing terrain in the legal, socio-political and medical scenario in the country. These awareness 'sessions' have been conducted by the Women's Cell of the college.

File Description	Documents
Annual gender sensitization action plan	https://www.lalbabacollege.in/uploads/967.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	https://www.lalbabacollege.in/uploads/197.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

D. Any 1 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

The institution ensures the separation of degradable and non-degradable waste by collecting the waste in different coloured bins. The college also ensures the pick-up of this waste by local civic authorities.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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

E. None of the above

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

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

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

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

D. Any 1 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	No File Uploaded
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 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

E. None of the above

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

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

Inclusion is an effort to make sure that diverse learners - those with physical disabilities, different languages and cultures, different homes and family lives, different interests and ways of learning - irrespective of their strengths and weaknesses will be part of mainstream education. A good inclusive education is one that allows all the students to participate in all aspects of curricular and extracurricular activities in the institution equally. The curriculum prescribed under the current CBCS system is particularly suited to deliver the message of tolerance, harmony, equality and a non-discriminatory and inclusive democracy as evidenced by the syllabi of the Political Science and the English departments, to cite but two. The tenets of the Indian Constitution, Human Rights, Equality of all under the law of the land are very well documented in the Political Science syllabus, while the English Literature syllabus stresses a universal brotherhood of man and his inalienable rights.

At our institution we believe in the credo of Unity in Diversity. That is why our students respect the difference and uniqueness of religions, languages and cultures. We greet and wish each other at different festivals and invite them to have amicable relations and to maintain social and communal harmony.

In our college students get acquainted with the different cultures of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. This also creates an inclusive environment in the college and impacts society positively.

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

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

The college works indefatigably towards inculcating values for being responsible citizens as reflected in the Constitution of India among all stakeholders: students, teachers and other staff members. The ideals cherished and the outcomes envisaged by our institution are as follows:

- To abide by the Constitution and respect its ideals and institutions, the National Flag and the National Anthem
- To cherish and follow the noble ideals which inspired our national struggle for freedom
- To uphold and protect the sovereignty, unity, and integrity of India
- To defend the country and render national service when called upon to do so
-
- To promote harmony and the spirit of common brotherhood amongst all the people of India transcending religious, linguistic and regional or sectional diversities
- To renounce practices derogatory to the dignity of women
- To value and preserve the rich heritage of our composite culture
- To protect and improve the natural environment including forests, lakes, rivers, wildlife and to have compassion for living creatures
- To develop the scientific temper, humanism and the spirit of inquiry and reform
- To safeguard public property and to abjure violence
- To strive towards excellence in all spheres of individual and collective activity, so that the nation constantly rises to higher levels of endeavour and achievement.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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.

D. Any 1 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	View File

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

The college ensures a year-long cycle of events that commemorate national and international occasions and events of note. This cycle of events enhances the intellectual connectivity and human responsibility of students as they become aware and find themselves implicated in global and national currents of thought. The world is ours, and as global citizens we cannot absolve ourselves of the ethical charge and intellectual challenge that faces us on different fronts like the environment, planetary humanism, the growth of science and technology and its impact on unequal human development across the world. These events

organized by the college act as a supplement to the values and choices already embedded in the curriculum. From fostering love for one's nation and universal brotherhood -- Independence Day -- the events widen the perspective of students like the International Mother Language Day, showing them that language as the fundamental building block of culture and free-expression is like a mother who cares, nourishes and inculcates the first tenets of human behaviour in us. Thus students become more tolerant and humane in their approach to the modern world and its problems.

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.

BEST PRACTICE - I

Title of the Practice: PREPARING STUDENTS AS RESPONSIBLE FUTURE CITIZENS WITH A NOVEL & VIBRANT APPROACH

Objectives of the Practice:

- To foster personal qualities like honesty, integrity, truthfulness etc. and to develop qualities like leadership, teamwork, responsibilities, self-esteem and self-awareness.

The context that required the Initiation of the Practice:

The college is committed to provide education to the local youth irrespective of caste, class, creed, religious affiliation or gender .The students are guided here by expert teacher through mentor-mentee relationship.

The Practice:

- The courage, skill and persistence of the faculty members of the college are proactive and innovative. The freshness and incisiveness of the faculty members always encourage students to be a good citizen of india.

Best Practice - II

Title of the Practice - Giving Our Students a 'Sporting' Chance for a Complete Life

The Objective:

Sports involve any form of physical activity, from dancing to boxing. Sports can bring people together and give people a sense of identity. Higher study and sports are conceived as adversaries instead of being complimentary to each other.

The Context:

In our college, in keeping with our institutional distinctiveness, a culture of sports has been actively nurtured.

The Practice:

At Lal Baba College we inculcate the 'mantra' of sports very early in the student's sojourn with us. With our encouragement of sporting activities in our institution students from diverse backgrounds feel more at home here that helps with their academic improvement as well.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Our institution draws its social relevance and intellectual inspiration from the work done in the locality by a mendicant sect of monks (the Udasis) who migrated from north India (Punjab to be precise) and settled not far from where our institution now stands, on the banks of the river Bhagirathi. Fondly remembered by the commoners in these parts for their quiet dedication and tireless service, the red cloth they used to drape themselves in, and still do, gave them a generic title of 'Lal Baba'. The renunciation of earthly pleasures and a single-minded devotion to the betterment of fellow human beings endeared these ascetics to the local people. Our institution was originally founded by this sect of monks to ensure that everyone - the destitute, the poor, the backward and the orphaned - had equal opportunities in securing higher education. Our institutional distinctiveness goes beyond the concrete, contemporary context, carrying forward the idea of worldly asceticism, a social dedication that evinces one's actions as being connected to the ideas of equality, justice, and solidarity. Such an identity is no longer perceived as being directly dependent upon a religious sect that had been the guardian of its inception. The more we evolve, the more we shall remain true to our cherished ideal. In a climate where the erosion of values is a general truth, we hope to be its last bastion, if possible.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- **Infrastructural development (Physical facilities, ICT facilities)**
 - Installation of projectors and Screens for all class rooms;
 - Installation of Routers in different places for complete Wi-Fi campus;
 - Servicing and repairing of all computers;
 - Purchase of three (3) new computers for IQAC room with licensed version software;
 - Purchase of new Laptop for IQAC;
 - Purchase of new Wi-Fi Printer for IQAC;
 - Installation of Projector, Screen and audio speaker for IQAC room;
 - Water purifier for each floor;

- Installation of Censor based automated system for all wash rooms and wash basin;
- Furnishing of IQAC room with smart storing facility;
- Administrative (Online Grievance Redressal System, Club Activities, Placement Cell, Administrative Training Programs, Green Campus Initiatives, Asset Register etc.)
- Academic (Add-On/Certificate Course, Attainment of POs And COs, Seminar, Collaborations for Faculty/Student Exchange)
- Data Bank on:
- Booking of three (3) Tb space for data storing in college website.
- Student Progression, scholarships, project/ field project etc.
- Exclusive window tab in college website for uploading /storing individual and institutional data with security password.