



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	SATYAPRIYA ROY COLLEGE OF EDUCATION
• Name of the Head of the institution	DR. SUBIR NAG
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Alternate phone No.	23352430
• Mobile No:	9830886630
• Registered e-mail ID (Principal)	srcp.college@rediffmail.com
• Alternate Email ID	kausik.edu@gmail.com
• Address	AA-287, SECTOR-I, SALT LAKE
• City/Town	KOLKATA
• State/UT	WEST BENGAL
• Pin Code	700064
<b>2.Institutional status</b>	
• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	BABA SAHEB AMBEDKAR EDUCATION UNIVERSITY ERSTWHILE WBUTTEPA				
• Name of the IQAC Co-ordinator/Director	DR. KAUSIK CHATTERJEE				
• Phone No.	8910257570				
• Alternate phone No.(IQAC)	9830477052				
• Mobile (IQAC)	8910257570				
• IQAC e-mail address	kausik.edu@gmail.com				
• Alternate e-mail address (IQAC)	chatterjeekausik@ymail.com				
<b>3.Website address</b>	<a href="http://www.sprce.ac.in">www.sprce.ac.in</a>				
• Web-link of the AQAR: (Previous Academic Year)	<a href="https://sprce.ac.in/wp-content/uploads/2022/08/AQAR-2020-21.pdf">https://sprce.ac.in/wp-content/uploads/2022/08/AQAR-2020-21.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://drive.google.com/file/d/1ABojxW5pxS_Ks7j6iagtuLhcUdODx5_B/view">https://drive.google.com/file/d/1ABojxW5pxS_Ks7j6iagtuLhcUdODx5_B/view</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.84	2013	12/12/2013	04/01/2018
<b>6.Date of Establishment of IQAC</b>			07/09/2013		
<b>7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.</b>					
Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount	
NIL	NIL	NIL	Nil	0	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		

<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• (Please upload, minutes of meetings and action taken report)</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>Development of e- content and easy to access online Institutional repository/ Digital Archive Faculty and students involvement in innovation research Job oriented courses such as Post Graduate Diploma in Guidance and Counselling and Post Graduate Diploma in Educational Management are introduced Institution is providing inclusive environment</p>		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).</b>		

Plan of Action	Achievements/Outcomes
<p>1.Enrichment courses along with regular courses 2. Under Teaching-learning and Evaluation IQAC stated :Equity to be paid attention . 3. At the Teacher’s Council and IQAC meeting faculties were asked to think of how to devise a structural strategy for advanced and backward learners.4. IQAC Co-ordinator wrote the vision documents for the proposed research centre.5. Under Infrastructure and learning resources, the peer team report stated that space is a constraint for the progression of the college and there was no scope to develop a sports facilities, e-classroom , digital lab and practical class rooms. Limited capacity of the reading room which could accommodate 20-25 students at a time.College does not have hostel facility for students. 6. Online classes had started on the college. 7. Computerization of the library. 8. Analysed the student and parent’s feedback form. 9. Redesign and strengthening the websites.</p>	<p>1. Introduced job oriented course of PGDGC and PGDEM. 2. On Equity, the admission policy of the college followed all rules and regulations of State Government and WBUTTEPA with respect to reservation of seats. . Initiation to introduce econtent, e-modules and ICT enabled teaching -learning be strengthened with better training and motivation to the faculty and learners .After the notice for commencement of online classes were being taken by faculty members in the ICTenabled classes and arrangement were made by institution to impart necessary technical knowhow to the teachers.. 4. Steps are now being initiated to enrol as research guide under WBUTTEPA.5 faculties already enrolled their name as PhD research guide and 7 faculties were enrolled their name as MPhil Guide under WBUTTEPA. 5. The NAAC peer Team had pointed out that the college lacked a sports field. This was to be compensated by introducing Gym and Yoga classes. In our curriculum Yoga course was designed to be blending of theoretical aspects of Yoga along with physical exercises 6. College had started on-line classes. Our LMS, WhatsApp and online platform use as electronically. In the context of COVID 19 situation started: online admission, online classes, online internal and external examination, online</p>

internship. All the documents submitted and uploaded on respective link. We have inaugurated MOOCS. 7. Computerization of the library to be taken up and completed on a priority basis. i) Redesign library web page as web portal for cyber library. ii) As per NAAC guidelines, user awareness and information literacy programmes be arranged by our librarian. iii) Institutional static IP with proper networking facility to access subscribed e-resources (edata base, e-journals). 8. IQAC analysed the feedback forms . IQAc would hold periodic meeting with students councils to hear any grievances that they may have and will also address those grievances. 9. IQAC members shortlisted certain reputable web-designing and web-maintenance agencies and submitted the list to the purchase committee, all the aspects considered. IBS was appointed for the purpose of redesigning and strengthening the website .Creation of IQAC window on the college website since we will regularly have to upload /report IQAC activities, as well as host the IQAR on this window.

**13. Whether the AQAR was placed before statutory body?**

Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
GOVERNING BODY OF THE INSTITUTION	14/01/2023

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-2022	22/12/2022

**15. Multidisciplinary / interdisciplinary****1. Multidisciplinary/Interdisciplinary**

1. Stand-alone teacher education institution (B.Ed and M.ED) will aim to become multidisciplinary institution offering holistic and multidisciplinary education.

2. A holistic and multidisciplinary education would aim to develop all capacities of human beings- intellectual, aesthetic, social, physical, emotional, and moral in an integrated manner. Future plan of action for next academic year (2023-2025 session) the postgraduate (B.Ed and M.Ed 3 year integrated) institution plans to develop a separate research wing for higher education and introduce new course as per guidelines for NPE 2020

3. All Programmes, courses, curricula and pedagogy across subjects, including those in-class, online and in ODL modes as well as student support will aim to achieve global standards of quality.

Research/ teaching collaborations and faculty/ students exchange with WBUTTEPA, VINOY BHAVAN, SHANTINIKETAN and Ramakrishna Mission Sikanamandira, Belur Math, IGNOU, NSOU, JIS University And ADAMAS University.

4. Plenty of opportunities for participation in sports, culture/performing art club, eco-club, activities club, community service projects.

**16. Academic bank of credits (ABC):****2. Academic bank of credits (ABC)**

1. All the assessment systems shall be decided by the affiliating

university.

2. Institution shall move to a criterion-based grading system that assesses student achievement based on the learning goals for B.Ed, M.Ed and B.Ed /Med integrated programme.

3. ABC system will be designed to encourage holistic development and will also be made easier by testing core capacities/ competencies.

### **17.Skill development:**

#### **3.Skill Development:**

Integrate performing art in teaching-learning process.

Acquaint with the skill of integration different types of disciplines, appreciate and apply different levels.

1. Invo-savvy skill

2. Technological skill through STL( Science and Technology Literacy)

3. Techno-Pedagogical Skill.

4. Sustainable life style skill.

5. Develop various skill to use computer technology for sharing the information and ideas through various educational media.

6. Technology Intregation of pegagogic school subjects for content development, teaching-learning intruction, assessment procedure.

7. Convergence of communication with FOSS(free and Open source software.

8. Digital literacy for digital learners.

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

#### **4.Appropriate integration of Indian Knowledge System:**

The promotion of Indian Art And culture is important not only for the nation but also for individual. Cultural awareness and expression among competencies considered important to develop in learner, inorder to provide teacher with sense of identity, belongingness as well as a appreciation of other culture and

identity through EPC course in our B,Ed curriculum .A number of initiative to foster language, art and culture.

In our curriculum greater emphasis on music, art and soft-skill development all level of B.Ed and M.Ed learners.

Sanskrit offered as pedagogic school subject at B.Ed level as an important enriching option for student, as an option in the three language formula.

Provide high quality learning and print materials in Bengali , English including textbooks.

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

##### **5.Focus on Outcome based education(OBE):**

1.Learner-centric teaching learning methodology.

2.Teacher and learner they can differentiate "learning outcomes"-Learners' perspectives and"Learningobjectives"- teachers' perspectivs.

#### **20.Distance education/online education:**

##### **6.Distance Education/online education**

A number of initiatives will be taken to ensure optimal learning envirnment. All facultieds have to the autonomy to innovate on matters of curriculum, pedagogy and assessment with the broad framework of institutional programmes and across the ODL (IGNOU), online, and traditional "in-class modes.  
(<https://sprcelibrary.ac.in/>)

##### **EXTRA INFORMATION**

1.Effort to include the research journal in UGC Care list.

Undertaking various schemes involving students for Swachcha Campus with herbal garden.

2.The institution has rich digitized library facilities with hard copies and subscription to various reputed online journal for the benefit of in-depth study and research. Documention and preservation is also done for futher reference in our digital archive.

4.Teacher are encourage to participate in FDP program and webniars for CPD(continuous professional Development) for knowledge updation



for effective curriculum transaction.

5.The feedback is obtained as per UGC guidelines by the librarian to maintain impartiality and confidentially submitted to the principal for analysis and subsequent guidance to faculty for overall development

6.Quality medical facility for all students and faculties in our institution.

### Extended Profile

#### 1.Student

2.1	96
Number of students on roll during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	100
Number of seats sanctioned during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	16
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	

File Description	Documents
Data Template	<a href="#">View File</a>

2.4	96
Number of outgoing / final year students during the year:	

File Description	Documents
Data Template	<a href="#">View File</a>

2.5	Number of graduating students during the year	96						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>		File Description	Documents	Data Template	<a href="#">View File</a>			
File Description	Documents							
Data Template	<a href="#">View File</a>							
2.6	Number of students enrolled during the year	96						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>		File Description	Documents	Data Template	<a href="#">View File</a>			
File Description	Documents							
Data Template	<a href="#">View File</a>							
<b>2. Institution</b>								
4.1	Total expenditure, excluding salary, during the year (INR in Lakhs):	73.89						
4.2	Total number of computers on campus for academic purposes	20						
<b>3. Teacher</b>								
5.1	Number of full-time teachers during the year:	10						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> <tr> <td>Data Template</td> <td><a href="#">View File</a></td> </tr> </tbody> </table>		File Description	Documents	Data Template	<a href="#">View File</a>	Data Template	<a href="#">View File</a>	
File Description	Documents							
Data Template	<a href="#">View File</a>							
Data Template	<a href="#">View File</a>							
5.2	Number of sanctioned posts for the year:	19						
<b>Part B</b>								
<b>CURRICULAR ASPECTS</b>								
<b>1.1 - Curriculum Planning</b>								
1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words								

1. The institution has an Academic subcommittee that chalks out a time table with provision for hybrid mode of teaching since 2020-21. There is a LMS( Learning Management System ) upgraded to MOODLE in 2021 for uploading texts, audio and video content for the benefit of B.Ed. and M.Ed. students. ICT enabled teaching is practised with a well equipped Audiovisual classroom. Access to reputed journals and many good books is ensured by the partially digitised library. Regular and planned internship is ensured with planned supervision. Demonstration teaching lessons are given by faculty for developing a clear understanding of the method of effective teaching and related skills and competencies. Visits are arranged to different inclusive or special needs institutions and places of historical, geographical, ethical/spiritual and academic significance for comprehensive development of the student-teachers. Planned internal continuous evaluation is carried on throughout the year.

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	<a href="#">View File</a>
Plan developed for the academic year	<a href="#">View File</a>
Plans for mid- course correction wherever needed for the academic year	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**1.1.2 - At the institution level, the curriculum**

**A. All of the above**

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

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
List of persons who participated in the process of in-house curriculum planning	<a href="#">View File</a>
Meeting notice and minutes of the meeting for in-house curriculum planning	<a href="#">View File</a>
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**A. All of the Above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
URL to the page on website where the PLOs and CLOs are listed	<a href="https://sprce.ac.in/wp-content/uploads/2023/01/Prospectus-2021-23.pdf">https://sprce.ac.in/wp-content/uploads/2023/01/Prospectus-2021-23.pdf</a>
Prospectus for the academic year	<a href="#">View File</a>
Report and photographs with caption and date of student induction programmes	<a href="#">View File</a>
Report and photographs with caption and date of teacher orientation programmes	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available

#### 1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year

1

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	<a href="#">View File</a>
Academic calendar showing time allotted for optional / electives / pedagogy courses	<a href="#">View File</a>
Any other relevant information	<a href="#">NO RELEVANT INFORMATION</a>

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

2

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

2

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Brochure and Course content along with CLOs of value-added courses	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

87

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

87

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	<a href="#">View File</a>
Course completion certificates	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	<a href="#">View File</a>
Document showing teachers' mentoring and assistance to students to avail of self-study courses	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificates / evidences for completing the self-study course(s)	<a href="#">View File</a>
List of students enrolled and completed in self study course(s)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

**Gender, Environment and Human values in courses. In B.Ed curriculum**

SEM-IV the following papers

develop values and knowledge related to ecology, gender, equity, etc: Gender, school & society, creating

Inclusive school, Yoga: Self understanding & Development, Special paper: Environment and Population

Pedagogical analysis for different method subjects. In General/core papers and social science practicum :

Visit to Eco-places., visit to special education institutions like NIEPD, Monovikash Kendra, Pradip for

Autistic Institution. Other Activities: Observation of National Vigilance week (essay Competition).

Vigilance Oath Taken. Community based activities. Visit to special education institutions and places of

historical and ecologically significant places as a part of practicum Campus cleaning and beatification.

First- Aid. Cultural programs to celebrate days of National importance to inculcate values. National level

quiz [online] on library service and use In M.Ed Curriculum SEM-I: i)Educational Studies( Sociocultural

Context and Support System) ii) Expository writing topic of Social and Value -Based relevance. iii) Self

development Through Yoga Education. SEM II : Philosophical Perspectives(Values) Sociological

Perspectives SEM III: Dissertation : Topic of Education and social relevance. Inclusive Education and

Gender Issues in Education



File Description	Documents
List of activities conducted in support of each of the above	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
Photographs indicating the participation of students, if any	<a href="#">View File</a>

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

**1. ACQUITANCES WITH THE SCHOOL CURRICULUM**

**2.. ANALYSIS OF DIFFERENT CURRICULUM OF VARIED BOARDS**

**3. DIFFERENT LEARNING TECHNIQUES AND METHODOLOGIES APPROPRIATE TO INCLUSIVE CLASSROOM**

**4. USAGE OF TEACHING LEARNING AIDS FOR APPROPRIATE CLASSROOM TRANSACTION**

**5. SENSITIZATION OF CREATIVE SKILLS**

**6. PARTICIPATION IN DIFFERENT COMPETITIONS AND PROGRAMMES**

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop

understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

1.QUALITY TEACHING IN CLASSROOM IN SECONDARY CLASSES 6 TO 10 AND SENIOR

SECONDARY 11 AND 12

2.COMMUNICATION SKILL DEVELOPMENT

3. USE OF ICT AND APPLICATION IN BETTER CLASSROOM PRESENTATION

4. INNOVATIVE TECHNIQUES IN THE PREPARATION IN TEACHING LEARNING AIDS

5. YOGA AND WELLNESS

6. COUNSELLING SKILLS TO LEARNERS

7. SKILLED IN ACTION RESEARCH

8. COMMUNITY AWARENESS PROGRAMMES

9. POPULATION AND ENVIRONMENTAL AWARENESS

10.ENHANCING PROFESSIONAL COMPETENCIES IN PERFORMING AND CREATIVE ARTS

11. RESERCH ORIENTED ACTIVITIES.(ONLY FOR M.ED)

12.. USE OF STATISTICAL TECHNIQUES IN RESEARCH ACTIVITIES.(ONLY FOR M.ED)

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 1.4 - Feedback System

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

All of the above

File Description	Documents
Sample filled-in feedback forms of the stake holders	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Feedback collected, analyzed, action taken and available on website**

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	<a href="#">View File</a>
Action taken report of the institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## **TEACHING-LEARNING AND EVALUATION**

### **2.1 - Student Enrollment and Profile**

#### **2.1.1 - Enrolment of students during the year**

**96**

##### **2.1.1.1 - Number of students enrolled during the year**

**96**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Document relating to sanction of intake from university	<a href="#">View File</a>
Approval letter of NCTE for intake of all programs	<a href="#">View File</a>
Approved admission list year-wise/ program-wise	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

37

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

37

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	<a href="#">View File</a>
Final admission list published by the HEI	<a href="#">View File</a>
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificate of EWS and Divyangjan	<a href="#">View File</a>
List of students enrolled from EWS and Divyangjan	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**2.2 - Honoring Student Diversity**

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

**A. Advanced B.Ed Learners+M.Ed Learners**

- 1.Students encouraged to be members of class representatives.
- 2.To participate and organize group discussions, quizzes based on curriculam content, Add-on courses.
- 3.Organize various club/cultural activities/workshops for intensive Teaching internship.
- 4.Participation in inter collegiate/university programmes.
- 5.Research oriented practicum work and Dissertation works.
- 6.Library guidance for curriculam+competitive exams.
- 7.Class-Reaprentation (CR)- selection (student leadership and governance).

**B. Slow B.Ed+M.Ed Learners**

- 1.Institution practices academic+pyschological counselling.
- 2.Motivation for talent identification and nurturance through college activity, programmes.
- 3.Personal care through guidance and supervision-24x7.
- 4.Counselling, academic care for enhancing the level.
- 5.Provision of learning resources by Subject/Method by faculty members.
- 6.Consolidation and revision through past year question papers.
- 7.Library guidance for selection of books by faculty members+laboratory experiences.
- 8.Conducting Remedial classes through discussions, consultations for developmental stages.
- 9.Formation of group activity, cooperative learning, peer interaction for better competency.
- 10.Techno-pedagogy assistance to weaker sections.

11.Skill Development programmes for attitudanal enhancement.

12.Uploading of LMS material.

13.Sports programs.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Documents showing the performance of students at the entry level	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents highlighting the activities to address the student diversities	<a href="#">View File</a>
Reports with seal and signature of Principal	<a href="#">View File</a>
Photographs with caption and date, if any	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when**

All of the above

**students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity**

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	<a href="#">View File</a>
Reports with seal and signature of the Principal	<a href="#">View File</a>
Photographs with caption and date	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 2.2.4 - Student-Mentor ratio for the academic year

11:1

### 2.2.4.1 - Number of mentors in the Institution

17

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents of mentor-mentee activities with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

**Experimental learning: Students learn by doing and reflecting on the experiences. 1. Experiences selected**

**in accordance to learning potential selection of different activity (curricular and cocurricular). 2. Learner is**

**actively engaged in question answer, investigating (in program and**

practicum), experimenting (labs), add

on course. 3. Creative and cultural practices - celebration and observations of different days in calendar,

yoga and wellness education/counseling. 4. Reflection on learning - peer learning, internship, practice

teaching, community outreach activity, micro-teaching, simulation.

5. Relationship developed and nurtured

- learner to self, learner to others, and the community. 6. Research and development - pursuit in

dissertation, IGNOU courses and other self-paced courses.

Participative Learning: Intentional sequence of

activities or learning events that will help the learner achieve the specified objective or desired outcome. 1.

Class-discussion in curriculum content transaction. 2. Micro-teaching, simulation, peer

evaluation(B.Ed+M.Ed) 3. Cultural programs, workshops, college activities, online programs. 4. Extension

activities - Alumni, CR governance and leadership. 5. Internship, practice teaching, community outreach

programs. 6. Seminar/group presentations 7. Laboratory and library activities. Problem Solving

Methodologies: Teaching through complex real-world problems to promote better learning of concepts and

principles:- 1. Group activity/cooperation learning in classroom discussions 2. Debates, creative writing,

drawing competitions.



File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

11

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to LMS	<a href="https://sprcemooocs.in/">https://sprcemooocs.in/</a>
Any other relevant information	<a href="#">View File</a>

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

99

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Programme wise list of students using ICT support	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Landing page of the Gateway to the LMS used	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports**

**Five/Six of the above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	<a href="#">View File</a>
Geo-tagged photographs wherever applicable	<a href="#">View File</a>
Link of resources used	<a href="https://drive.google.com/file/d/1aXNXHPUU0VOUG2J-ei4ZD15L-SShiJOL/view?usp=share_link">https://drive.google.com/file/d/1aXNXHPUU0VOUG2J-ei4ZD15L-SShiJOL/view?usp=share_link</a>
Any other relevant information	<a href="#">View File</a>

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

1. Debates, creative writing, drawing competitions - creative talent hunts, Research activity (M.Ed)

2. Various instructional methods - curriculum understanding and application in real life situations.

3. Guidance, supervision, 24x7 consultation with mentor teachers and all faculty

4 Positive Reinforcement and novel and critical ways of thinking to manage life strategically - gender

based, employment

5 Reflection on learning - peer learning, internship, practice teaching, community outreach activity,

micro-teaching, simulation.

6 Learner is actively engaged in question answer, investigating (in program and practicum),

experimenting (labs), add-on course.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global**

Five/Six of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the selected response/s	<a href="#">View File</a>
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Innovation and creativity in Teaching Learning - Learners need to seek to develop to help them look at the**

**world in new ways and form ideas to improve or add.**

**Innovationn - ability to solve challenges or problems with novel solutions, ideas, implementation and can**

**be realized value to others.**

**Creativity - ability to solve challenges or problems with ideas that can be satisfying to oneself and be**

**shared with others.**

- 1.Hands-on experience in organizing different college activity programs - yoga, seminars, online cultural-programs, day - celebration.
- 2.Leadership training in governance- CR, Alumini meets.
- 3.Preparation of T-L preparation, experiments.
- 4.Managing ICT tools, LMS/mailed Learning resources.
- 5.Diversified Research logic selection-related to political and cultural context.
- 6.Adaptation of Learning styles in stimulations, micro-teaching.
- 7.Group and Peer activity/evaluations for competency enhancement.
- 8.Class Disscussions/transactuions/performance(student and teacher point of view).
- 9.Community-outreach activities/Welfare activities.
- 10.Engagement in collaborative programs-BITM,Video, seminar, workshop, wall maps.
- 11.Awards-library user.
- 12.Journal and college magazine-article contribution.
- 13.Skill enhancement programs in relation to curriculum.
- 14.Creation of better pedagogic practice and assessment (online to offline especially covid times)
- 15.Updating of Teacher Skill and Knowledge for Student initiation.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 2.4 - Competency and Skill Development

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

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the selected response/s	<a href="#">View File</a>
Reports of activities with video graphic support wherever possible	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement**

**Ten/All of the above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports and photographs / videos of the activities	<a href="#">View File</a>
Attendance sheets of the workshops / activities with seal and signature of the Principal	<a href="#">View File</a>
Documentary evidence in support of each selected activity	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**All of the above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Details of the activities carried out during the academic year in respect of each response indicated	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales**

**All of the above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Samples prepared by students for each indicated assessment tool	<a href="#">View File</a>
Documents showing the different activities for evolving indicated assessment tools	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of each response selected	<a href="#">View File</a>
Sample evidence showing the tasks carried out for each of the selected response	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence showing the activities carried out for each of the selected response	<a href="#">View File</a>
Report of the events organized	<a href="#">View File</a>
Photographs with caption and date, wherever possible	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<b>2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study</b>	<b>All of the above</b>
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File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Samples of assessed assignments for theory courses of different programmes	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

**School internship (Semester III, Full marks 500 (credit -20)**

**Pre-internship stage:**

**1.Video analysis of recorded demonstration lessons given by teacher educators of this college in**

**various Government aided schools to groom trainee teachers about class management and**

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



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

lessons for development of teaching -learning skills. Knowledge about components of different

skills like introducing the lesson, skill of questioning, use of TLM, reinforcement and illustration

etc.

2. Briefly discuss sub components of every skill with example . Demo class , peer group evaluation,

different methods of illustration like interaction with learners, use of activities and TLM and fully

utilization of Black board in the classroom to prepare 60 learning design and to develop

instructional (teaching-learning ) materials. By using the concept of task analysis and content

analysis

3. Selection of unit from different classes under West Bengal Board of Secondary Education (VI to

IX) and West Bengal Council of Higher Secondary (only XI).

4. Breaking of Unit into subunit with number of periods. Short deliberation of previous knowledge on

interactive and lecture cum demonstration method.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**2.4.9.1 - Number of final year students during the academic year**

96

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Plan of teacher engagement in school internship	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Nine/All of the above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sample copies for each of selected activities claimed	<a href="#">View File</a>
School-wise internship reports showing student engagement in activities claimed	<a href="#">View File</a>
Wherever the documents are in regional language, provide English translated version	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**School internship (Semester III, Full marks 500 (credit -20)**

**Pre-internship stage:**

**1.Video analysis of recorded demonstration lessons given by teacher educators of this college in**

various Government aided schools to groom trainee teachers about class management and

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

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

lessons for development of teaching -learning skills. Knowledge about components of different

skills like introducing the lesson, skill of questioning, use of TLM, reinforcement and illustration

etc.

2. Briefly discuss sub components of every skill with example . Demo class , peer group evaluation,

different methods of illustration like interaction with learners, use of activities and TLM and fully

utilization of Black board in the classroom to prepare 60 learning design and to develop

instructional (teaching-learning ) materials. By using the concept of task analysis and content

analysis

3. Selection of unit from different classes under West Bengal Board of Secondary Education (VI to

IX) and West Bengal Council of Higher Secondary (only XI).

4. Breaking of Unit into subunit with number of periods. Short deliberation of previous knowledge on

interactive and lecture cum demonstration method.

File Description	Documents
Documentary evidence in support of the response	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal B. Ed Students / School* Students (* ‘Schools’ to be read as “TEIs” for PG programmes)</b>	<b>All of the above</b>
File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	<a href="#">View File</a>
Two filled in sample observation formats for each of the claimed assessors	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>2.4.13 - Comprehensive appraisal of interns’ performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness</b>	<b>Five of the above</b>
File Description	Documents
Format for criteria and weightages for interns’ performance appraisal used	<a href="#">View File</a>
Five filled in formats for each of the aspects claimed	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>2.5 - Teacher Profile and Quality</b>	
<b>2.5.1 - Number of fulltime teachers against sanctioned posts during the year</b>	

11

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	<a href="#">View File</a>
English translation of sanction letter, if it is in regional language	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**2.5.2 - Number of fulltime teachers with Ph. D. degree during the year**

8

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificates of Doctoral Degree (Ph.D) of the faculty	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**2.5.3 - Number of teaching experience of full time teachers for the during the year**

36

**2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year**

36

File Description	Documents
Copy of the appointment letters of the fulltime teachers	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2. Share information with colleagues and with other institutions on policies and regulations

**In house discussions on curriculum transaction, Internship, use of**

MOODLE and ICT Integration in  
teaching learning internal evaluation.

File Description	Documents
Documentary evidence to support the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 2.6 - Evaluation Process

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

CIE is done through - student seminar ( Individual and Group presentation) assignment ( Individual and

Group presentation) term papers ( Individually)

1.Class test, seminar presentation, debate, term paper, assignment, and practicum files for the B.Ed and

M.Ed .students.

2.Research proposal and final dissertation for the M.Ed students. conducted by the internal as well as

external assessment and all th documents submitted at sprceassignment@gmail.com , created on

14.04.2020 and for M.Ed students sprce. medassign@gmail.com which was created on 31.05.2021 and the

external evaluation conducted by the University WBUTTEPA and the marks was uploaded in the portal

satyapriyacollege.in/ universityexam.php.

For B.Ed :sprceassignment@gmail.com , created on 14.04.2020 and

For M.Ed students sprce. medassign@gmail.com which was created on 31.05.2021

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Five of the above

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	<a href="#">View File</a>
Annual Institutional plan of action for internal evaluation	<a href="#">View File</a>
Details of provisions for improvement and bi-lingual answering	<a href="#">View File</a>
Documentary evidence for remedial support provided	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

1. University conducts exam(theoretical and practical). 2. Practicum evaluated by both internal and external evaluators (pre-covid). 3. Covid- practicum of B.Ed+M.Ed - evaluated by internal faculty(mentor and subject teacher). 4. Reviews of marks(theoretical)-by special application to university(15 days). 5. Authority and experienced faculty guide the newly recruited teachers. 6. Rules/ regulations/guidelines

before semester exam appraised for the learners by faculty and authority. 7. Attendance in college classes/ exam fee/ admission documents for exam permissions (fees waive for special cases). 8. Competitive exams- appraised to university for benefit of learners (for date selection of B.Ed+M.Ed exams). 9. College permission ( based on student attendance record) for university exam ( name list with photo & sign of candidates). 10. Publication of result in university website. 11. As per NCTE norms - semester exams (B.Ed + M.Ed) 12. Annual list sent by controller of candidates' signatures attested photos affixed. 13. Internships/ Viva-voce/ Projects/ Practicums - marks division done on different components for internal/external evaluation. 14. Covid- photocopy of front page ( online exam) & preparation of upload of award list ( prepared by faculty & categorized by principal for authentication & transparency).

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

1.Adhere to the university/NCTE schedules/ norms and regulations.  
 2.Adjustments of online and offline due to Covid Pndemic  
 3.In the beginning students appraised of academic calendar through college website and university website.



4.Appointment of examiners for theoretical and practical(internal and external by universities and

institutions).

5.Submission of all student sessional activity/works/projects as per curriculum in accordance to

academic calendar and faculty directions.

6.Type of marks divisions, selected content matter as per university directions.

7.Minor variations done in accordance to the college (regional setting/ unprecedented circumstances)

8.Internal and external assessment with practice/ field engagements specified.

9.Mode of class transaction specified in a calendar for every semester.

10.Various items of practicum for all tuypes of learners.

11.Books specified and reference list for B.Ed+M.Ed learners.

12.Optional papers in semester 4 - given for all types of learners.

13.Graded/ programmed/ step wise guidance for professional training of teacher (B.Ed+M.Ed)

14.Engagement with community affairs also followed.

15.Graded curriculum in accordance to psychological capacity by teacher-training process.

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

## 2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs.

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

Course Offered • B.Ed • M.Ed • PGDGC • PGDEM • Distance Education • 6 Months In-House

Certificate Course on Soft Skill Development Programme Student Activities • Student Seminars •

Workshops • Teaching Aids Preparation • Intra and Inter college Competitions [Debate, Quiz, Music,

Elocution] • Inter and Intra college Sports • Community Outreach activities • College Magazine • Wall

Magazine • Departmental wall publication Scribes focussing on teacher researches on innovative teaching

• Various cultural programs • Practice teaching in various schools • Art and Craft activities • Poster

Competition • Students' Union • SSS • Financial Aids • Remedial Coaching • Students' Magazine •

Alumni Registration • Placement • Competition • Essay Competition • Cultural Programme(Online and

Offline) • Educational Tour • NSS • Social Out Reach • Yoga Education Laboratory • Language

Laboratory • Science Laboratory • Social Science Laboratory Facilities • Medical Assistance • Sports •

Internet and WiFi • Placement Cell • Auditorium • ITC Centre • Library • TLM • Moodle • Journal(The

Evolving Horizons) • Books(Book of Abstracts, e-learning Teaching Strategies and Teachers' Stress in

Post Covid-19) • International Seminar • State Level Workshop • IQAC Important Cell • Anti-Raging •

Sexual Harassment • Right To Information • Grievance Redressal • Guidance Cell(Virtual Platform of

Counselling- Aayna-The Mirror of Your Mind

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Result sheet for each year received from the Affiliating University	<a href="#">View File</a>
Certified report from the Head of the Institution indicating pass percentage of students program-wise	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

From the date of induction- each and every learner is engaged in different college activities and programs.

2. All activities are part of internal assessment as individual (performance and community participation). 3.

University semester exams preparation. 4. Class recapitulation for content matter consolidation done. 5.

Assessments/assignments by faculty members (pre-covid) 6. Group discussions, seminar presentations,

assignment submissions (as part of curriculum) - assessed. 7. Community outreach activities/ practicum /

projects preparations evaluated by internal faculty. 8. University semester graded by external (university)

faculties (pre-covid). 9. Covid-online-internal faculty-marked trainee teachers on micro teaching,

simulation, group presentation etc. 10. Personal guidance &

counselling to slow learners. 11. Faculty

review/ meeting responding internal assessment, university exam, results publication. 12. Innovative

practices/ ventures are given importance. 13. Different topics of practicum/ field engagements specified for

all types of learners (B.Ed. + M.Ed classes). 14. Online exam - vigilance, pre exam meeting for student

guidance.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 2.7.4 - Performance of outgoing students in internal assessment

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

98

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	<a href="#">View File</a>
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Name of the student Graduated (Yes/No) SANCHARI CHAKRABORTI YES  
SUDIPTA JASH YES ITI NASKAR YES ANKITA GHOSHAL YES SUMITA SHAW YES

ANIRBAN MITRA YES ANUSREE MONDAL YES MITHU BISWAS YES ANKITA MANDAL YES SOURAV MONDAL YES SOVA SARDAR YES MONISHA SARADAR YES AGNIJEETA MITRA YES MEGHAMALA PAL YES SANDHYA GHOSH YES RATNADEEP MONDAL YES SUTAPA MUNDA YES DIBYASREE ROY YES SNEHA PRASAD YES RAJASHREE MUKHERJEE YES AHANA BANERJEE YES MOUMITA SAHA YES ANINDITA ROY YES ASHMITA ADITYA YES SANCHITA CHAKRABORTY YES DEBJANI SARKAR YES GARGI MUKHERJEE YES JASMIN KHAN YES MEHANAZ HOSSAIN YES JUTHIKA MAL YES MITA CHANDA YES SHRETAMA DEY YES SOMALI BHATTACHARJA YES ZOHA HAIDER YES PRIYANKA DAS YES ANKITA BERA YES ISHITA DUTTA YES SMRITIPARNA BANERJEE YES SAYANTI PANDIT YES HARISANKAR NANDI YES MADHUPARNA PAL YES SUMITA MONDAL YES MAITREYEE CHAKRABORTY YES SHUBHADIP SAHA YES NITUSREE DATTA YES BANANI GAIN YES MEGHA SAHA YES TINKU DIGAR YES

File Description	Documents
Documentary evidence in respect to claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 2.8 - Student Satisfaction Survey

### 2.8.1 - Online student satisfaction survey regarding teaching learning process

3.52

## RESEARCH AND OUTREACH ACTIVITIES

### 3.1 - Resource Mobilization for Research

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

0

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sanction letter from the funding agency	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

0

File Description	Documents
Sanction letter from the funding agency	<a href="#">View File</a>
Income Expenditure statements highlighting the research grants received certified by the auditor	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research</b></p>	<p>One of the above</p>
--	-------------------------

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Institutional Policy document detailing scheme of incentives	<a href="#">View File</a>
Sanction letters of award of incentives	<a href="#">View File</a>
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	<a href="#">View File</a>
Documentary evidence for each of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports</b></p>	<p>All of the above</p>
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File Description	Documents
Documentary evidences in support of the claims	<a href="#">View File</a>
Details of reports highlighting the claims made by the institution	<a href="#">View File</a>
Reports of innovations tried out and ideas incubated	<a href="#">View File</a>
Copyrights or patents filed	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 3.2 - Research Publications

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

17

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

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

11

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
• First page of the published book/chapter with seal and signature of the Principal	<a href="#">View File</a>
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 3.3 - Outreach Activities

#### 3.3.1 - Number of outreach activities organized by the institution during the year

##### 3.3.1.1 - Total number of outreach activities organized by the institution during the year

20

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

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

194



File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	<a href="#">View File</a>
Report of each outreach activity with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

194

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

194

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the claim along with photographs with caption and date	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Satyapriya Roy College Of Education organized the following outreach activities:

1.NATIONAL YOGA DAY

2.COUNSELLING- INDOOR and OUTDOOR

3. PUBLIC SEMINAR ON ADOLESCENCE AND PARENTING.

4.NATIONAL EDUCATIONA DAY

5.VISIT TO NIEPD,GOVT OF INDIA,NIOH ,BARAHANAGAR

6.DEBATE ON CAPITAL PUNISHMENT FOR RAPE.

7.WORKSHOP ON INCLUSIVE EDUCATION BY NIEPD.

8.EDUCATIONAL TOUR OF RAMAKRISHNA MISSION BELUR MATH AND RAMAKRISHNA MISSION SIKSHAN MANDIRA.

9.WORKSHOP ON LEARNING DISBAILITY AND IDENTIFICATION AND MEASURES TO BE

TAKEN IN CLASS BY DIRECTOR OF MONOCHETANA, SELFRELIANCE AND REHABILITATION UNIT OF MONOVIKAS KENDRA.

10.SANITISING WITH THE STUDENTS TO SOCIAL ISSUE ON 2ND WEEK OF MARCH 2020 JUST

BEFORE THE ANNOUNCEMENT OF THE LOCKDOWN DUE TO COVID 19.

11.CAMPUS CLEANING,SWACHH BHARAT ABHIJAAN.

12.ON THE OCCASION OF 74TH INDEPENENCE DAY OF INDIA. MANY CONTESTANTS WERE

FROM VARIOUS STATES LIKE JHARKHAND, HARYANA, RAJASTHAN, PUNJAB, BIHAR ETC.

13.ONE DAY EXTENSION PROGRAMME REGARDING SANITISING TO THE COMMUNITY CLOSE TO THE COLLEGE PREMISES

14.INTERNATIONAL WOMEN'S DAY CELEBRATION.

File Description	Documents
Relevant documentary evidence for the claim	<a href="#">View File</a>
Report of each outreach activity signed by the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**3.3.5 - Number of awards and honours received for outreach activities from government /**

**recognized agency during the year**

0

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Appropriate certificates from the awarding agency	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**3.4 - Collaboration and Linkages****3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year**

5

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

5

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
List of teachers/students benefited by linkage – exchange and research	<a href="#">View File</a>
Report of each linkage along with videos/photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

1

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copies of the MoU's with institution / industry/ corporate houses	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges</b></p>	<p>Three/Four of the above</p>
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File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of each activities with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The college Imparted education to the students in face to face mode with facilities of LCS and sound system. There are adequate spaces for accommodating the students so that they can learn easily. The college facilitates to Learning Management System build with local software where audio and study materials were uploaded so that students can use it at any time from anywhere. The most valuable project was launched in LMS in 2021, which is Moodle and with this MOOCS are being started. Students can access to this LMS, they can reuse, relisten the audios, videos,

lectures notes when ever they needed. On

the other hand, teacher can also see and listen their audios or lectures again and again so that time is saved.

The college provides several laboratories facilities for the students like- Physical Science Lab, Biological

Lab, Geo Lab, Language Lab, Social Science Lab etc. where the students can develop their skill and

knowledge in their subject of interest. The 16 computers have been arranged in Computer Lab where the

students in particular semester can use as per their allocated routine so that they can practice hand to hand.

There is also provision of internet facilities.

File Description	Documents
List of physical facilities available for teaching learning	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities**

11

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Link to relevant page on the Institutional website	<a href="http://www.sprcelibrary.ac.in/">http://www.sprcelibrary.ac.in/</a>
Any other relevant information	<a href="#">View File</a>

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

73.89

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

**Library is automated using Integrated Library Management System (ILMS) Upload a description of library**

**with 1) Name of the ILMS software- KOHA 202.78.234.552) Nature of automation- Fully 3) Version- 22.05.09.000**

**4) Year of Automation- 2015 Additional information: sprcelibrary.ac.in**

File Description	Documents
Bill for augmentation of library signed by the Principal	<a href="#">View File</a>
Web-link to library facilities, if available	<a href="http://www.sprcelibrary.ac.in/">http://www.sprcelibrary.ac.in/</a>
Any other relevant information	<a href="#">View File</a>

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

**College Library Authority has installed KOHA Library management software in the library to make facility for the teachers, students and research scholars to access e- journals, e- books, dissertations to the 22.05.09.000**

**Nlist, , esodhsindhu, consortium and also institutional repository. The users can access to the resource from their home also.**

File Description	Documents
Landing page of the remote access webpage	<a href="#">View File</a>
Details of users and details of visits/downloads	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

All of the above

File Description	Documents
Data as per Data template	<a href="#">View File</a>
Receipts of subscription /membership to e-resources	<a href="#">View File</a>
E-copy of the letter of subscription /member ship in the name of institution	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

.177

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**4.2.5 - Per day usage of library by teachers and students during the academic year**

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

85

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	<a href="#">View File</a>
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	<a href="http://202.78.234.55/">http://202.78.234.55/</a>
Any other relevant information	<a href="#">View File</a>

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

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 4.3 - ICT Infrastructure

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

The college has an impressive network of computer with wi-fi facilities and ICT- based study, education

and office work. There is impressive number of computers installed and employed at the service of the

staff and students. The following facilities are available in the



college as given below. LAN with Internet

facilities available at the Students' Reading Room and the Teachers' Enclosure at the Mezzanine Floor.

The OPAC and WEB OPAC substantially contributing to the process. KOHA VERSION

software is run. Institutional Repository Digital Archives The computer laboratory of the library complete

with airconditioning facilities especially organized for ICToriented classes and university- conducted

practical examinations. ICT- enabled room for special classes, Endowment Lectures and discussion

sessions. Virtual class rooms. The Internet facilities were started in the college Library and Information

Centre in the year 2010 and in computer Lab and office in the year 2012. The speed of the Internet is more

in the library with 100 Mbps while the speed is 75 Mbps in each computer Lab and office respectively. The

wi-fi connection in the library and Information Centre facilitates to the students of the college as well as

the teachers to access to the e-resources for their study of interest. The speed is updated every year on the

basis of utilization of the internet. The anti-virus in each computer is installed every year to keep update

and virus free the computer so that users can use pen drive to share information and take hardcopy if

needed

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**4.3.2 - Student – Computer ratio during the academic year****6:1**

File Description	Documents
Data as per data template	<a href="#">View File</a>
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:****D. 50 MBPS - 250MBPS**

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

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

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to videos of the e-content development facilities	<a href="https://sprcemoots.in/">https://sprcemoots.in/</a>
List the equipment purchased for claimed facilities along with the relevant bills	<a href="#">View File</a>
Link to the e-content developed by the faculty of the institution	<a href="https://sprcemoots.in/">https://sprcemoots.in/</a>
Any other relevant information	<a href="#">View File</a>

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

1.20

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

There are established systems and procedures for maintaining and utilizing physical, academic and support

facilities - laboratory, library, sports complex, computers, classrooms etc. 1. LABORATORY- There are

well equipped Laboratory facilities such as Physics, Chemistry, Botany, Zoology, Geography, Arts and

Craft, Language Lab and there is enough support facilities by the faculties and the administrative staff. 2

Library - There is well maintained Library with Digitization Facilities and Library is automated using

Integrate Library Management System ( ILMS ) , name of the ILMS software is KOHA, version

19.11.03.000 and year of automation is 2015 , there is also LAN with Internet facilities available at the

student's reading room and the Teachers' Enclosure at the Mezzanine Floor and there is also enough

support facilities by the Librarian and the Library Support Staff.

3. Sports Complex- There is well

maintained and space for indoor games such as Table Tennis, Carrom Board, Chess, Basket Ball, Volley

Ball and there is enough support facilities by the faculties and the administrative staff. 4. Computers- There

is a separate ICT Lab and ICT enabled rooms for special classes, Endowment Lectures and discussion

sessions. The 16 computers have been arranged in Computer Lab where the students in particular semester

can use as per their allocated routine. There is also provision of internet facilities.

File Description	Documents
Appropriate link(s) on the institutional website	<a href="https://www.sprce.ac.in/wp-content/endurance-page-cache/_index.html">https://www.sprce.ac.in/wp-content/endurance-page-cache/_index.html</a>
Any other relevant information	<a href="#">View File</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	<a href="#">View File</a>
Sample feedback sheets from the students participating in each of the initiative	<a href="#">View File</a>
Photographs with date and caption for each initiative	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Nine or more of the above

File Description	Documents
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**5.1.3 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above

File Description	Documents
Data as per Data Template for the applicable options	<a href="#">View File</a>
Institutional guidelines for students' grievance redressal	<a href="#">View File</a>
Composition of the student grievance redressal committee including sexual harassment and ragging	<a href="#">View File</a>
Samples of grievance submitted offline	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)**

One of the above

File Description	Documents
Data as per Data template	<a href="#">View File</a>
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	<a href="#">View File</a>
Report of the Placement Cell	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 5.2 - Student Progression

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

Number of students placed as teachers/teacher educators	Total number of graduating students
<b>1</b>	<b>194</b>

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports of Placement Cell for during the year	<a href="#">View File</a>
Appointment letters of 10 percent graduates for each year	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

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

**6**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Details of graduating students and their progression to higher education with seal and signature of the principal	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**2**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of certificates for qualifying in the state/national examination	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

Shiksharathi Samsad (2022-23)

President (Principal-Ex-officio) : Dr. Subir Nag

General Secretary : Smt. Ophelia Sinha (B.Ed- III)

(M-9830023264)

Asst. General Secretary : Smt. Somali Bhattacharja (M.ED-I)

(M-9674940477)

Executive Council Members

Smt. Juthika Mal (M.Ed - I) M- 8017377234

Sri Sumalya Majumdar (M.Ed - I) M- 7980928413

Rameez Raja (M.Ed - III) M- 8653641915

Smt. Samridhya Chanda (M.Ed - III) M - 8777684952

Smt. Pritha Bandyopadhyay (B.Ed- I) M - 7044044790

Smt. Priyanka Saha (B.Ed - I) M - 8981403477

Smt. Samayeeta Roy (B.Ed - III) M - 8420035064

Smt. Dipa Roy (B.Ed - III) M - 9163249621

The students regularly engage in the following activities:

Student Seminars

Workshops

Teaching Aids Preparation

Intra and Inter college Competitions [Debate, Quiz, Music, Elocution]



Inter and Intra college Sports

Community Outreach activities

College Magazine

Wall Magazine

Departmental wall publication Scribes focussing on teacher researches on innovative teaching

Various cultural programs

Practice teaching in various schools

Art and Craft activities

File Description	Documents
Copy of constitution of student council signed by the Principal	<a href="#">View File</a>
List of students represented on different bodies of the Institution signed by the Principal	<a href="#">View File</a>
Documentary evidence for alumni role in institution functioning and for student welfare	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

20

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports of the events along with the photographs with captions and dates	<a href="#">View File</a>
Copy of circular / brochure indicating such kind of events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

There is a registered Alumni Association that contributes significantly to the development of the institution

through financial and/or other support services Alumni Association Since 1971, Satyapriya Roy College of

Education, Formerly All Bengal Teachers' Training College ( Regd. under Society Act) , Registration

Number S/1L/69157 of 2009-2010 There is no financial support services due to the COVID-19 pandemic

situation. The other support services are as follows: 1) Helping to old age persons- Name of the

Association- AMORAGORI JUBA SANGHA, VILL & P.O- AMORAGORI, PS- JOYPUR, DIST

HOWRAH, DATED 22.01.2022. 2) Helping to the migrant labour during pandemic situation.3)

Shubhechha aboitonik pathdan kendro - A charitable organization: Ex student Niloy Sarkar is a volunteer

organize online teaching to the needy and poor children.

File Description	Documents
Details of office bearers and members of alumni association	<a href="#">View File</a>
Certificate of registration of Alumni Association, if registered	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

All of the above

**contribution Placement advice and support**

File Description	Documents
Documentary evidence for the selected claim	<a href="#">View File</a>
Income Expenditure statement highlighting the alumni contribution	<a href="#">View File</a>
Report of alumni participation in institutional functioning for the academic year	<a href="#">View File</a>
Any other relevant information.	<a href="#">View File</a>

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

4

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

8th august 2021 Baishe shrabo kabi pranabm

B.Ed and M.ed 4th semester frewell and Satyapriya Roy memorial Medal Distribution on 02.09.2022

Placement cellof college organises invited lectures on career counselling on 09.09.2022

Celebration of National vigilance awareness week in collaboration with huco- debate competition was held on 03.11.2022

Belated Foundation day and freshers welcome by alumni on 12.11.2022.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The college is guided by the following vision and mission: The vision of the college: The College aims at

the total development of pre-service and In- service teachers of West Bengal. The college also provides

learning opportunities to empower the trainees teachers with the knowledge, skill and attitudes to face

personal and professional challenges with confidence. The mission of the college: To spread the light of

Education to every nook and corner. To inculcate values of respect within the learners. To work dedicately

towards teachers empowerment..To sensitise students to the needs of others. Participation of teachers' in

decision making bodies: College promotes participative management in decision making by constituting

various committee with both teacher and student members. Committees are framed in order to cater to

every aspect of learning, teaching, administration, cultural, sports and overall development for both staff

and students. Name of the committees are given below: Cultural Committee Sports Committee.etc

Teachers are members of Academic council, IQAC committee and all the committees of the Institution.

Starting from deciding the work plan, activities related to syllabus, teachers have been given freedom to

propose various activities, thus supporting participative involvement in decision making. Achieving

Academic excellence is the mission of every teacher in the college.

File description: ( suggestion) To

sanitize students and creating more awareness in current social issues like swach bharat, AIDs and " Bete

Bachao Bete Padhao

File Description	Documents
Vision and Mission statements of the institution	<a href="#">View File</a>
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

1. College practices decentralization and participative management in its organization structure. The main

functions of institution are classified into Administration, Academics, Examination and Human

Resources. Every effort is made to include mechanism for evaluating and monitoring all quality

parameters through its organization structure i.e Governing Body, Principal, IQAC Coordinator,

Coordinators of B.Ed and M.Ed, Committees and Faculties.

2. College promotes participatory management in decision making by constituting various committee with

both Teacher and Student members .Committees are framed in order to cater various aspects of learning

teaching, administration, cultural ,sports and overall development of both staff and student. Name of the

committees are given below: 1) Finance Sub-Committee 2) Cultural Committee 3) Academic Sub

Committee 4) Admission Sub committee 5) Library Sub Committee 6) Journal Committee and

Magazine Committee 7) ICC 8) NSS 9) Anti Ragging 10) RUSA Committee 11) IQAC 12) NAAC 13)

NCTE sub committee 14) Website development cell 15) Different club activities through sikshartha

samsad (Eco Science club, Literary Club, Debate club, Cultural club, Technical club) Teachers are

members of academic council , IQAC committee and all the committees of the institution.

File Description	Documents
Relevant documents to indicate decentralization and participative management	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The college maintains budget every year keeping updated data in the budget.The Internal Auditor looks after the college budget with Receipt and Payment and other utilization day to day.The infrastructures,teaching learning process and other teaching learning materials are procured and/or installed as per norms as envisaged by the college to impart education to the students in IT Based system.The salary of the staff are recorded in the acquaintance roll and PF Interest accrued from the Directorate of

Pension, Provident Fund of Govt. Of West Bengal for both Teaching and Non Teaching Staff are recorded in the PF Register and also provided to every staff annually.

The college makes a plan and academic calender every year before starting the new session.The admission of both B.Ed, M.Ed and other Add-on-Courses are taken according to the merits keeping the Reservation policies as per Government Rules. The teachers take their classes as per routine prepared by the Teachers' Council and they provide Learning process with IT based system. The Lectures in audio and video format are uploaded in the MOOCS (Moodle) Learning Management System as installed in our college website.The class tests are taken from time to time to develop the students' performance. The Teachers allow the students to meet with them for any academic needs whenever required. The Dissertations of the M.Ed. Students are allocated equally to the Teachers without bias.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

**Perspective/ Strategic plan and deployment documents are available in the Institution Continuous**

improvement in all spheres of education, setting benchmark and review of attainment " is the motto of

Satyapriya Roy College of Education. Perspective plans is discussed at the governing body meeting and its

implemented through IQAC and Coordinators. 1. Starting of M.Ed Course in the year 2015 and seat limit

50 2. Starting of PG Diploma in Guidance and Counselling in the year 2017. 3 Starting of PG Diploma in

Educational Planning and Management in the year 2021. 4. College starting certificate course on School

Psychology in Collaboration with Rabinrik Psychotherapy Research Institute Trust ( RPRIT) File

description: Documents regarding this course.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	<a href="https://sprce.ac.in/pgdgc/?_ga=2.165402684.2093828463.1677213677-1212230447.1669545166&amp;gl=1*1725e8j*_ga*MTIxMjIzMDQ0Ny4xNjY5NTQ1MTY2*_ga_43351F3VDW*MTY3NzMxMTAwOS40Ny4xLjE2NzczMtI4NTcuMC4wLjA.">https://sprce.ac.in/pgdgc/?_ga=2.165402684.2093828463.1677213677-1212230447.1669545166&amp;gl=1*1725e8j*_ga*MTIxMjIzMDQ0Ny4xNjY5NTQ1MTY2*_ga_43351F3VDW*MTY3NzMxMTAwOS40Ny4xLjE2NzczMtI4NTcuMC4wLjA.</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

College promotes participatory management in decision making by constituting various committee with

both Teacher and Student members .Committees are framed in order to cater various aspects of learning

teaching, administration, cultural ,sports and overall development of both staff and student. Name of the

committees are given below: 1) Finance Sub-Committee 2) Cultural Committee 3) Academic Sub

Committee 4) Admission Sub committee 5) Library Sub Committee 6) Journal Committee and Magazine

Committee 7) ICC 8) NSS 9) Anti Ragging 10) RUSA Committee 11) IQAC 12) NAAC 13) NCTE sub

committee 14) Website development cell 15) Different club activities through sikshartha samsad (Eco

Science club, Literary Club, Debate club, Cultural club, Technical



club) Teachers are members of

academic council , IQAC committee and all the committees of the institution. Starting from deciding the

work plan activities related to syllabus, teachers have been given freedom to propose various activities , the

supporting participative involvement and decision making achieving academic excellence is the mission of

every teacher in the college

File Description	Documents
Link to organogram on the institutional website	<a href="https://sprce.ac.in/wp-content/uploads/2022/12/orgonogram.pdf">https://sprce.ac.in/wp-content/uploads/2022/12/orgonogram.pdf</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

All of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Screen shots of user interfaces of each module	<a href="#">View File</a>
Annual e-governance report	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Building extension from 3rd floor to 4th floor, execution of lift garage and renovation of entire college building. Collection of library books has been increased to meet the needs of the stakeholder as well as approval of introduction of M.Ed Courses. A good number of provision of ramp and PWD washroom have been arranged in the college.

Library rare and valuable books have been digitized

Meeting date 07.12.2015

ICT Lab has been built with computers and projectors and Internet facilities have been provided.

Meeting date 23.07.2015

Procurement of laptops, computers and projectors.

Meeting date 23.07.2015

Playground has been built.

Meeting date 23.07.2015

Furniture like almirahs, , tables, chairs have been procured to provide good infrastructure to the students and staff.

Meeting date 23.07.2015

1.COLLEGE FUND

Gardening and beautification of the college premises

has been made.

Rain water harvesting has been executed.

Separate college Library's website and college journal have been designed and installed.

MOOCS as Learning Management System ( Moodle)

software has been started to make the T.L Process more attractive, effective and usefulness.

#### 1.MLA FUND

Exterior painting of the college building has been comp

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	<a href="#">View File</a>
Action taken report with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

1) The institution has effective welfare measures for teaching and non teaching staff like GSLI, WBHS for the teaching faculty, HRMS 2) The teaching, non teaching and support staff of the college received their salaries on time. 3)Newly appointed teachers begin to receive their salaries from the government after a delay of six months or more. When requested, the management/ GB have paid salaries for six months to

such newly appointed teachers before being reimbursed by the government. 4) Additional workload and additional allowance given by the institution. ( Both for Teaching and Non Teaching Staff) 5) Laptops given to faculty to promote Research and Development of e-content for teaching. 6) Staff are allowed to use college ICT facilities for their research work. 7) Staff rooms have been equipped with computers with internet facility , printers, furniture, a microwave oven, a electric kettle and a refrigerator. 8) OD is provided for attending examination, workshop, orientation course, refreshers course, conferences. 9) Advance bonus for permanent non teaching staff and bonus for non permanent non-teaching staff 10) The support staff/ house keeper receives free uniforms each year.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	<a href="#">View File</a>
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

4

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Institutional Policy document on providing financial support to teachers	<a href="#">View File</a>
E-copy of letter/s indicating financial assistance to teachers	<a href="#">View File</a>
Certificate of participation for the claim	<a href="#">View File</a>
Certificate of membership	<a href="#">View File</a>
Income Expenditure statement highlighting the financial support to teachers	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

0

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Brochures / Reports along with Photographs with date and caption	<a href="#">View File</a>
List of participants of each programme	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

8

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of Course completion certificates	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

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

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	<a href="#">View File</a>
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

Yes by Government Auditor as well as College appointed Internal Auditor ( Sumit Rudra & Associates- 2020-2021 )

File Description	Documents
Report of Auditors of during the year signed by the Principal.	<a href="#">View File</a>
List of audit objections and their compliance with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

0

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	<a href="#">View File</a>
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**For mobilization of funds 2 ( Two) add-on- courses ( PGDGC and PGDEM) run by the Institute**

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

**1) Submission of data for AISHE portal 2) Regularly uploading the yearly status report of IQAC upto 2020--2021**

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process



periodically in not more than 100 - 200 words.

1) Admission for B.Ed and M.Ed : Online and transparent admission procedure based on the merit. 2)

Curriculum development: Curriculum developed for PGDGC and PGDEM (add-on- courses ) 3) Teaching

Learning Process: Institute takes active interest in promoting Internship field opportunities for students.

The teaching and mentoring process in our Institution facilitates us in cognitive, social and emotional

growth.The Institution makes effort to engage students in the monitoring, review and continuous quality

improvement of the teaching learning process. The Institute/ teachers use student centric methods, such as

experimental learning, participative learning and problem solving methodologies for enhancing learning

experiences. Teachers encourage the students to participate in extra curricular activities. Efforts are made

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

04

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Report of the work done by IQAC or other quality mechanisms	<a href="#">View File</a>
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**All of the above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to the minutes of the meeting of IQAC	<a href="https://sprce.ac.in/igac-minutes/?_ga=2.142834421.1711585034.1676797985-1212230447.1669545166&amp;_gl=1*9ywi49*_ga*MTIxMjIzMDQ0Ny4xNjY5NTQ1MTY2*_ga_43351F3VDW*MTY3Njg3NDUzOC40Mi4wLjE2NzY4NzQ1MzguMC4wLjA.">https://sprce.ac.in/igac-minutes/?_ga=2.142834421.1711585034.1676797985-1212230447.1669545166&amp;_gl=1*9ywi49*_ga*MTIxMjIzMDQ0Ny4xNjY5NTQ1MTY2*_ga_43351F3VDW*MTY3Njg3NDUzOC40Mi4wLjE2NzY4NzQ1MzguMC4wLjA.</a>
Link to Annual Quality Assurance Reports (AQAR) of IQAC	<a href="https://sprce.ac.in/igac-aqar-report/?_ga=2.125458122.1711585034.1676797985-1212230447.1669545166&amp;_gl=1*1kqb68f*_ga*MTIxMjIzMDQ0Ny4xNjY5NTQ1MTY2*_ga_43351F3VDW*MTY3Njg3NDUzOC40Mi4xLjE2NzY4NzQ2MDMuMC4wLjA.">https://sprce.ac.in/igac-aqar-report/?_ga=2.125458122.1711585034.1676797985-1212230447.1669545166&amp;_gl=1*1kqb68f*_ga*MTIxMjIzMDQ0Ny4xNjY5NTQ1MTY2*_ga_43351F3VDW*MTY3Njg3NDUzOC40Mi4xLjE2NzY4NzQ2MDMuMC4wLjA.</a>
Consolidated report of Academic Administrative Audit (AAA)	<a href="#">View File</a>
e-Copies of the accreditations and certifications	<a href="#">View File</a>
• Supporting document of participation in NIRF	<a href="#">View File</a>
Feedback analysis report	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

1) SUGGESTIONS ARE GIVEN BY OUR FACULTIES REGARDING INCREMENTAL IMPROVEMENT ACCORDING TO NPE'2020: B.ED SPECIALISED COURSE LIKE CERTIFICATE

IN SPECIAL EDUCATION AND MANAGEMENT/LEADERSHIP AND COLLEGE ALSO DEVELOPED PGDEMA CURRICULUM IN OUR COLLEGE.

2) INSTITUTION ALSO APPLIED TO WBUTTEPA FOR EDUCATION PASS/HONS/MA/PH.D TO

GET GENERAL UG AND PG COURSES. i) SUGGESTION FOR PER- REVIEWED GREEN JOURNAL AND TAKING INITIATIVE TO ENLIST OUR JOURNAL ON UGC CARE LIST.

3)AS PER DIRECTED BY HONOURABLE Vc, WBUTTEPA, ALL THE FACULTY MEMBERS TO

CONDUCT MODEL DEMONSTRATION FOR METHOD SUBJECT CLASSES IN THEIR OWN METHOD SUBJECT GROUP FOR B.ED 30 SEMESTER STUDENTS AND ASK STUDENTS ALSO

TO CARRY ON PEER GROUP DEMONSTRATION CLASSES AND KEEP RECORDS. VIRTUAL

CLASSES TO BE TAKEN BY ALL STUDENTS IN THE METHOD SUBJECT GROUP IN THE FORM

OF EITHER VEDIO RECORDING OR IN A VIRTUALMEETING GROUP AS SELECTED BY THEIR

SUBJECT TEACHERS. ALL THE CLASSES WOULD BE TREATED AS DEMO VERSION OF

SIMULATED TEACHING WITH TLM .THE LESSONS WOULD BE RECORDED AND UPLOADED.

4) DISCUSS ABOUT THE VARIOUS ACITIVIES OF THE FORTHCOMING UNIVERSITY EXAMINATION ON VIRTUAL MODE 11/3/2021 AT 11.30 AM AND NAAC COORDINATOR

REQUESTED THE FACULTY MEMBERS TO REPORT ABOUT THEIR PROGRESS AND TIME BOUND ASSIGNMENTS IN DIFFERENT LINK INSTITUTION PROVIDED

File Description	Documents
Relevant documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 - Institutional Values and Social Responsibilities**

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

1. Initiative to install solar panel with the help of Govt of West Bengal. In process.

2. Sensory based energy conservation.

3. Use of LED bulbs and power efficient equipment.

File Description	Documents
Institution's energy policy document	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

1. Different colour bins for waste collection. 2. Plastic Collection ( non- biodegradable). 3. Composting

Pits for garden waste. 7.1.3 Solid Waste: The waste is generated by all sorts of routine activities carried out

in the college that includes paper, PLASTICS AND FOOD. The waste is segregated at each level and

source. Waste in each floor is collected at designated time interval. The safari worker is collect, clean,

segregate and compile the waste in the dustbins (Green, Blue and Red) provided on each floor.. The

college has contacted on authorized vendor of Bidhannagar Municipality Corporation who collects the

waste from designated place, segregate them, recycles them and dispose them at landfalls authorized by the

government. e-waste Management: Electronic equipments such computer, printers cartridges, photocopy

machines are recycled properly. Instead of buying new machine buyback option is taken for technology

upgradation. The ewaste generated from hardware which cannot be reused or recycled is being disposed off

centrally through authorized vendors. (scrape report)

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

All of the above

File Description	Documents
Documentary evidence in support of each selected response	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Income Expenditure statement highlighting the specific components	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

All of the above

File Description	Documents
Income Expenditure statement highlighting the specific components	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

### Green Campus Initiatives

1. Restricted entry of automobiles.
2. Use of Bicycles.
3. Pedestrian- friendly pathway.
4. Ban of use of plastic.
5. Landscaping

File Description	Documents
Documents and/or photographs in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants**

**All of the above**

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	<a href="#">View File</a>
Circulars and relevant policy papers for the claims made	<a href="#">View File</a>
Snap shots and documents related to exclusive software packages used for paperless office	<a href="#">View File</a>
Income- Expenditure statement highlighting the specific components	<a href="#">View File</a>

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

73.89

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Income Expenditure statement on green initiatives, energy and waste management	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The teacher education curriculum transacted in the college consists of the different. topics that generate

awareness about and promote practices related to social integration and an inclusive environment that

nurtures cultural, social, linguistic, regional, socio- economic, communal and other diversities. The content

of B.Ed and M.Ed provides an overview of concepts like exclusion, inclusion, inclusive society, desired

changes in education system, culture, and related practices needed



for social inclusion. It also highlights

principles of teaching- learning for peaceful coexistence in a multi cultural society and allows ample scope

for detailed discussion on gender issues, much needed for developing the attitude and mindset of the

student- teachers for a truly inclusive society. The practicum allows a valuable experience in development

and observation of inclusive practices.

Some of the Theory and Practicum of this paper highlight the concept and nature of socialization and social

change in tandem with impact of current trend on democracy, equity and allied socio- economic issues.

Sensitization of students and employees of the Institution to the constitutional obligations: values, rights,

duties and responsibilities of citizens.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	<a href="#">View File</a>
Web-Link to the Code of Conduct displayed on the institution's website	<a href="#">View File</a>
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	<a href="#">View File</a>
Details of the Monitoring Committee, Professional ethics programmes, if any	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

1. Development of E-content and easy to access online. (<https://lms.satyapriyaroycollege.in/>) AND

(<https://ncte.gov.in/Website/OER.aspx>)

Dr. Kausik Chatterjee Dr. Nandini Samaddar Dr. Mousumi Boral Dr. Piku Chowdhury

2. Institutional repository/ digital archive. ( Dissertation Work and other Research Related Proposal) and KOHA Integrated Library Management Software (<http://202.78.234.55/>)

3) Distane mode of education ( IGNOU)<https://sprce.ac.in/ignou/>

File Description	Documents
Photos related to two best practices of the Institution	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and

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

Faculty and student involvement in innovation and research SPRCE being a research and innovation driven

institute, encourages students towards research and innovation practices. PG and UG students are also

encouraged and given opportunities to get involved in research efforts. M.Ed dissertation are made

research driven and number of research papers have come out of the research article as an outcome. Beside

this, there is a credit course by name Research Methodology (2 credit course) which is intended for

advanced learners and for those students who have interest in research and innovation. During the course

the student will learn how to 1. Develop research proposal. 2. Carry out literature search. 3. Select suitable

research methods and integrate them within a research methodology. 4. Carry out the research process. 5.

Analysis research critically. 6. Write up the research report. These course provide an opportunity to

purpose research in topic within the broad area of the student interest for the future.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>