



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	SALESIAN COLLEGE
• Name of the Head of the institution	Fr. (Prof.) George Thadathil SDB
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03532545622
• Mobile no	9434045539
• Registered e-mail	salesiancollegesonada@gmail.com
• Alternate e-mail	principal@salesiancollege.net
• Address	Address 1 - Salesian College, Sonada, Village - Gorabari, Sonada P.O. Address 2 - Salesian College, Siliguri Campus, Don Bosco Connector Road, Post Box No:- 73, Siliguri, West Bengal - 734001, INDIA
• City/Town	SONADA & SILIGURI (Campus)
• State/UT	West Bengal
• Pin Code	734209
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education

• Location	Semi-Urban																								
• Financial Status	UGC 2f and 12(B)																								
• Name of the Affiliating University	University of North Bengal																								
• Name of the IQAC Coordinator	Dr. Terence Mukhia																								
• Phone No.	03532545627																								
• Alternate phone No.	03532541862																								
• Mobile	9002371615																								
• IQAC e-mail address	iqac@salesiancollege.net																								
• Alternate Email address	terencemukhia@salesiancollege.net																								
3.Website address (Web link of the AQAR (Previous Academic Year))	https://salesiancollege.ac.in/wp-content/uploads/2023/09/AQAR-2021-2022.pdf																								
4.Whether Academic Calendar prepared during the year?	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:	https://salesiancollege.ac.in/wp-content/uploads/2023/02/HBC_2022-23.pdf																								
5.Accreditation Details																									
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>C++</td> <td>68.05</td> <td>2004</td> <td>16/09/2004</td> <td>15/09/2009</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.16</td> <td>2012</td> <td>10/03/2012</td> <td>09/03/2017</td> </tr> <tr> <td>Nil</td> <td>A</td> <td>3.04</td> <td>2019</td> <td>20/05/2019</td> <td>19/05/2024</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	C++	68.05	2004	16/09/2004	15/09/2009	Cycle 2	A	3.16	2012	10/03/2012	09/03/2017	Nil	A	3.04	2019	20/05/2019	19/05/2024
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to																				
Cycle 1	C++	68.05	2004	16/09/2004	15/09/2009																				
Cycle 2	A	3.16	2012	10/03/2012	09/03/2017																				
Nil	A	3.04	2019	20/05/2019	19/05/2024																				
6.Date of Establishment of IQAC	22/12/2004																								
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																									

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9. No. of IQAC meetings held during the year		02		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 		No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?		No		
<ul style="list-style-type: none"> If yes, mention the amount 				
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
<p>In March and July 2023, the college conducted thorough audits covering both academic and administrative aspects for the 2022-2023 session. These audits encompassed both internal and external assessments. The Academic Audit was held from March 15th to March 31st across both campuses, while the Administrative Audit took place on July 15th and 16th, 2023, in both locations.</p>				
<p>The IQAC played a crucial role in gathering feedback from diverse stakeholders, analyzing the collected information and taking necessary actions accordingly.</p>				
<p>During the academic session, Salesian College entered into 7 new Memoranda of Understanding (MoUs) with a range of institutions and organizations.</p>				
<p>For the holistic development and upliftment of the students,</p>				

Internal Quality Assurance Cell (IQAC) played a significant role in promoting and organizing Webinars, Seminars, Special talks and Guest lectures during the session.

For the professional development of the faculty members, IQAC conducted Faculty Development Program on Outcome Based Learning on 3rd, 4th January, 2023.

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

Plan of Action	Achievements/Outcomes
Webinars to be organised.	Many webinars were organised during the year by various departments and societies.
Green and energy audits to be conducted.	Energy and Green audits were conducted for the session 2022-23.
To organise extension activities	Several extension activities were organised by various societies, clubs and departments.
Feedback from stakeholders	The feedback from the stakeholders was collected and analysed for the session 2022-23.
To apply for NIRF	The college submitted data for NIRF in the session 2022-23.
Women Cell to organise activities	Women Cell of the college organised various webinars, orientation and training programmes during the year to create awareness among women.
Activating an Alumni Association Cell in order to generate funds.	The Alumni Association of Salesian College organised various activities like Blood Donation Camp and Alumni Prom Night throughout the year. There is also a yearly contribution made by the members of the association to generate revenue.

Internal and External Academic and Administrative Audits to be conducted.	In March and July 2023, the college conducted thorough audits covering both academic and administrative aspects for the 2022-2023 session. These audits encompassed both internal and external assessments. The Academic Audit was held from March 15th to March 31st across both campuses, while the Administrative Audit took place on July 15th and 16th, 2023, in both locations.
To Sign MoUs	Salesian College signed 7 new MoUs during the Academic Year with various institutions and organisations.
To organise PTM	Parent-Teacher Meetings (PTMs) were organised in the months of December, 2022 (8th), January, 2023 (5th, 6th, 7th, 9th & 10th) and May, 2023 (18th).
New issue of the College Journal	Two issues of the College Journal (Salesian Journal of Humanities and Social Sciences) were released in the month of December 2022 and May 2023.
To organise Faculty Development Programmes	Faculty Development programmes on Outcome Based Learning were organised for the teaching staff in the session 2022-23.

13. Whether the AQAR was placed before statutory body?	Yes
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<ul style="list-style-type: none"> Name of the statutory body
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Name	Date of meeting(s)
College Coordinating Council / Governing Body	11/04/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	19/03/2024

15. Multidisciplinary / interdisciplinary

Discipline, defined as a 'branch of knowledge', finds prime consideration within the framework of Salesian pedagogy manifested in both multidisciplinary and interdisciplinary approaches. Salesian College follows multidisciplinary approach where several disciplines work independently towards common solutions of problems, but with limited interaction. Knowledge is drawn from different disciplines but stays within the boundaries of respective fields or disciplines. The curriculum framework of the college itself promotes a multidisciplinary approach to undergraduate education. Besides their main honours subjects the students are required to select at least two electives from other disciplines. By exploring different subjects, students develop critical thinking skills and the ability to integrate knowledge from multiple disciplines, which is essential in addressing complex real-world challenges. The college recognizes the importance of integrating knowledge, methods, and perspectives from various disciplines to address complex issues and promote holistic learning. Many regional, state level, national and international seminars and conferences are held that are deliberately designed to be multi-disciplinary in nature. Certain problems are identified and the solutions are offered through multidisciplinary approaches. These seminars bring experts and researchers to meet and engage ideas. These cross-disciplinary dialogues nurture collaboration, and help view problems from diverse angles, thereby facilitating innovative solutions to the problems. The college follows interdisciplinary approach where joint, co-ordinated and continuously integrated effort is seen with different disciplinary backgrounds working together. This ranges from sharing of ideas to full integration of concepts, methodology, procedures leading into a co-ordinated and co-herent whole. There is constant interaction between the students and faculty members from various departments to seek and provide guidance and perspectives, fostering interdisciplinary collaboration leading to well-rounded research projects. Faculty members actively engage in promoting interdisciplinary interactions among students. They volunteer to teach additional courses such as Remedial English, Preparation for Competitive Exams, Career Oriented Programmes, and Value Education to students from various departments. This interdepartmental collaboration not only enhances the learning experience but also

facilitates the exchange of ideas and perspectives among students from different disciplines. A network of interdisciplinary ecosystem is created through interdisciplinary collaboration, inter-deanery meetings and Departmental Follow-up Meetings on regular basis. The college encourages cross disciplinary initiatives and fosters a culture of interdisciplinary exchange by facilitating dialogue and cooperation among departments. Inter-Deanery programmes and events are allowing students to interact with peers from different disciplines, promoting both multidisciplinary and interdisciplinary approach to problem-solving and fostering well rounded educational experience taking to account global perspectives through intercultural exchanges. The bi-annual Research Scholars' workshops specifically promote research of a multi-cum interdisciplinary nature. Research scholars across disciplines present their work, enabling interdisciplinary exchange that broaden their understanding of research and encourage in exploring new avenues of inquiry. The Undergraduate Research Programme encourages multidisciplinary and interdisciplinary research among its undergraduate students providing platform for students to engage in research projects that transcend the boundaries of their respective majors. Salesian College does follow, multidisciplinary and interdisciplinary approach in its academic and co-curricular activities working towards the integral formation of personality aiming at creating noble and responsible citizens of the country.

16.Academic bank of credits (ABC):

17.Skill development:

Salesian College adheres to UGC guidelines for providing skill based education, a driving force of economic growth and development for our country. The college offers B.Voc Degree course for three years offering various opportunities to enhance subject-specific abilities among its students. The course provides a vertical mobility from one year diploma at the end of the first year to advanced diploma in the second year, and to B.Voc degree programme after the completion of three years. Further, skill development has been embedded in the curriculum itself. Each department offers subject-specific Skill Enhancement Courses (SEC) having greater focus on practical learning creating job opportunities at local, regional and national level. Other skill-based courses such as Beautician's Course and Food & Beverages provide hands-on training to equip students with the practical skills required for employment. Since skill development touches the domain of effective teaching and learning the faculty and support staff are not outside its purview. Faculty Training

Programmes (FTPs) and Faculty Development Programmes (FDPs) as a part of skill development programme are the regular features of Salesian College. Besides, the college promotes Special Training Programmes on Enterprise Resource Planning (ERP) and IT facilities that are highly sought after in today's technological landscape equipping them for the demands of the modern workforce enhancing their employability prospects. The College provides opportunities for internships and practical experiences. Library Internships help students to have hands-on experience in library management, documentation, and organization exposing them to the multifaceted aspects of running a library. Community Radio Internships aim at creating smart RJs, Reporters and media personnel. Sports skill development is prioritized by offering coaching in Volleyball, Football, Basketball, Cricket, Badminton, and Table Tennis to develop their physical abilities, teamwork, competitive spirit discipline and leadership. Salesian College also nurtures organizational and rhetorical skills through Elite Talk (Coherencia), Salesian Model United Nations (SMUN), elocutions, extempore speech competitions, debates, and morning assembly animations by students. Several events like Socially Useful Productive Work (SUPW), Bamboo Craft and Skill Up provide opportunities to develop their innovative and creative business proposals fostering entrepreneurial skills and innovative thinking. The college has a Research and Publication centre which looks after the development of research skills of faculty, students and interested research scholars from outside. Opportunity for the development of writing skill is provided through theory classes as well as encouraging faculty and students to contribute articles in peer reviewed college journal and college magazines SCSpeaks and Sparkle. Opportunities for artistic skill development are provided through performing arts in the form of Drawing Competitions, Talent Hunt, Voice of SCS, and other cultural and theatrical events. Social and interpersonal skills are fostered through various Youth Centre Engagements (YCE), club activities and events organized by the National Service Scheme (NSS) and the National Cadet Corps (NCC). Moreover, highly skill based Career Oriented Programmes (COP) are offered in Music, Communicative English, Sports Management, Travel and Tourism Management, and Computer applications. All these skill development measures are designed to prepare students and faculty for real-world challenges and provide competitive edge.

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

Salesian College places significant emphasis on the Indian Knowledge System (IKS), rooted in Jnan, Vignan, and Jeevan Darshan, which

serves as its guiding principle. Recognizing its importance, the college actively integrates IKS into its curriculum, particularly in the Darjeeling district. The philosophy department introduces students to the profound teachings of ancient scriptures like the Vedas, Upanishads, Ramayana, Mahabharata, and Bhagavad Gita. Students are encouraged to delve deep into the six Astik Darshanas: Nyaya, Vaisesika, Samkhya, Yoga, Mimamsa, and Vedanta, as well as the Nastik Darshanas, including Buddhism, Jainism, and Carvakas. These courses aim to offer a comprehensive understanding of these philosophical systems and their significance in Indian culture and spirituality. The college also offers courses on Indian culture, where students learn about the purusharthas - artha (wealth), dharma (duty/righteousness), kama (desire/pleasure), and moksha (liberation). This helps them grasp the traditional Hindu social order, known as varnasrama dharma, and its adaptations in contemporary Indian society. Additionally, courses on tribal and subaltern philosophies allow students to explore the diverse philosophical traditions within India. The curriculum includes a study of major South Asian religions such as Hinduism, Buddhism, Jainism, and Sikhism. This holistic approach provides students with a comprehensive understanding of these religions and their contributions to the broader knowledge landscape. Emphasizing physical well-being, the college promotes the practice of yogasanas to enhance students' physical health and mindfulness. Events like National Yoga Day and Independence Day celebrations showcase these practices, emphasizing their importance in maintaining a healthy lifestyle. Salesian College hosts an Ethnic Day annually to celebrate cultural diversity, religious tolerance, and harmony. This event fosters an inclusive environment, promoting cultural appreciation and understanding among students. Studying ancient-to-contemporary Indian history deepens students' understanding of cultural transitions over time. They gain insights into India's rich heritage, exploring its diverse past and its relevance to the present. The English literature program introduces students to renowned Indian classical literary works. Masterpieces like Kalidasa's plays, Mrcchakatika by Sudra, and selections from the Mahabharata enrich their understanding of India's literary tradition. The college's translation centre plays a vital role in promoting native Indian writers by translating their works into English and other languages. Recognizing the importance of Indian languages, Salesian College offers courses in languages like Hindi, Bengali, and Nepali. A special Nepali language course is organized for out-station students, facilitating their engagement in college outreach programs. In summary, Salesian College's commitment to integrating the Indian knowledge system is evident through its diverse course offerings. These courses provide a holistic

understanding of India's intellectual, cultural, and spiritual traditions. In alignment with the Ministry of Education's objectives, the college promotes interdisciplinary research on various aspects of IKS, seeking to preserve and disseminate this rich heritage for future research and societal applications. Encouraging outcome-based proposal writings for seminars, webinars, and conferences, the college actively engages in spreading India's rich cultural heritage. Awareness and interest in indigenous sports events and yoga are also fostered through regular talks and practical exercises, reinforcing the college's holistic approach to education.

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

Salesian College gives priority to Outcome based Teaching-Learning. The Deans of different deaneries in collaboration with Head of Departments make sure that every department frames Course Objectives and Course Outcomes which are made available to students at the beginning of every semester. Each faculty ensures that course specific Objectives/Outcomes are specified for every Unit of the syllabus. They are aligned with the program Objectives and Outcomes, which are further aligned with the Institution's Vision and Mission. Moreover, graduate attributes with 21st Century skills/ aptitudes are paid attention to. At the institution level, Revised Bloom's Taxonomy (RBT) is followed for teaching-learning pedagogy. Both formative and summative assessments incorporate this taxonomy. Continuous Internal Assessments (CIA) are done, with the last one being term-end semester exam (Internal for summative assessment) before the University Exam. End-semester (internal) summative assessment question papers are reviewed by the Department of Education for compliance to taxonomy. To facilitate Outcome Based Education, Salesian College has been using Open Source Learning Management System (Moodle). This platform provides various assessment tools which are called activities, for example, Quiz, Assignment, Discussion etc, each of which can be configured to map to certain targeted Outcome. Teacher can assess outcome achievement from the score a student gets on the activity. The outcomes are further mapped to competencies. Each faculty is responsible for mapping the outcome/s to competency/ies; and the Head of the Department is responsible for defining the competencies specific to the program, and the System Administrator is responsible for defining the top-level competencies of the graduating students. The LMS is being used for internal assessments, primarily for assessing Cognitive domain progress made by students. As for progress made in Affective and Psychomotor domains, separate points are given to students based on their involvement and contribution in co-

curricular activities. Recognition for outstanding contributions are given during the Graduation Ceremony of the Institution at respective campuses. The highest awards in academics and co-curricular being Principal's Award and President's Award respectively. To increase the effectiveness of Outcome based teaching/learning, various teaching/learning methods are used inside or outside class rooms; for example, Lectures, ICT, Labs, Flipped Classroom, Group discussion, projects, industry visit, field trips, excursions, internships, collaborations with other academic institutions/ Industry partners. All records pertaining to the academic activities of the students like attendance, scores obtained in CIAs are recorded in the ERP (Enterprise Resource Planning) Software. This system also records student's involvement in other activities of academic or nonacademic nature like participation in seminar/conference, field trip/excursions, workshops, outreach, service learning, cultural activities or NCC, NSS, various associations or club activities via a separate module called Event Reporting. Department activities are reviewed on fortnightly and monthly basis by the Deans and IQAC Co-ordinator. There is a monthly meeting by the management at the end of the month, to review activities during the month and to plan for activities in the upcoming month. Moreover, monthly Department follow-up meeting (DFM) and IQAC Review are held in order to check the progress of outcome based teaching-learning at the institution.

20.Distance education/online education:

Salesian College is well acquainted with the significance of distance and online education in the present day world. It seeks to provide educational opportunities to those who cannot make themselves physically present on site due to several reasons. A total of two IGNOU Study Centres, one in Sonada and another in Siliguri were operative during the academic year 2022-2023 facilitating distance education programs offered by Indira Gandhi National Open University (IGNOU), a renowned institution known for its quality education and recognized degrees. These Centres also serve as examination centres for IGNOU Term End Examinations. They offer various programs, including BA (Bachelor of Arts), BCOM (Bachelor of Commerce), BCA (Bachelor of Computer Application), BTS (Bachelor of Tourism Studies), CTE (Certificate in Teaching English), CTI (Certificate in Information Technology), MCOM (Master of Commerce), MTTM (Master of Travel and Tourism Management), and MCA (Master of Computer Application). These programs provide students with the opportunity to pursue degrees and certificates that are widely accepted both within and outside of India. The establishment of IGNOU Study Centres at Salesian College Sonada and

Salesian College Siliguri has been instrumental in meeting the educational needs of students in the region. These centres have gradually expanded their services, and the faculty and staff have been dedicated in providing support and guidance to distance education students. The college management recognizes these initiatives as extensions of its mission to reach education to the unreached and those facing difficult circumstances. Distance education, facilitated through IGNOU and online learning initiatives, has emerged as a valuable pathway for students who are unable to pursue traditional on-campus or full-time courses. The growth of information technology-based learning resources has increased the motivation for distance learning, particularly in India. Salesian College is committed to meeting the expectations of learners in this regard, ensuring that students receive quality education and are equipped with the knowledge and skills necessary for their personal and professional growth. Salesian College does not fulfill the entire criteria for offering online courses and programmes as per UGC norms. However, the college encourages and facilitates students to enroll in Massive Open Online Courses and SWAYAM courses, which offer additional learning opportunities beyond the regular curriculum. The college library plays a vital role in supporting online education by providing access to e-content available through INFLIBNET. Students and faculty can access e-resources through the library's dedicated pages on the college website, enhancing their research and learning capabilities. The college utilizes online platforms such as Moodle and an in-house ERP system for online teaching and learning. These platforms facilitate the delivery of course materials, online discussions, and assessments, providing students with a flexible and accessible learning experience. The valiant effort of Salesian College to reach education to the homes of differently advantaged learners who are unable to be present physically on site have brought huge difference in the lives of people in the locality. Hundreds are getting graduated every year increasing the literacy rate of the regions contributing to the vision and mission of our motherland India.

Extended Profile

1.Programme

1.1

833

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 2534

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 359

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 777

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 142

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 28

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	833
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2534
Number of students during the year	

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Institutional Data in Prescribed Format	View File

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Data Template	View File

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Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	142
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	28
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	131
Total number of Classrooms and Seminar halls	
4.2	782.529704
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	197
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institute ensures the effective delivery of its curriculum through a meticulously planned and well-documented process. The Internal Quality Assurance Cell (IQAC) takes the lead in establishing curriculum goals and strategies at the beginning of each semester, drawing insights from feedback received in the previous semester. Each department follows these roadmaps, aligning their actions with the college's vision and mission. Prior to each semester, faculty members create lesson plans and document monthly progress in Unitization Reports.

Orientation sessions at the commencement of every semester serve to inform both faculty and students about syllabi contents, curriculum delivery methods, course objectives, and learning outcomes. Diverse teaching methodologies are employed based on the specific requirements of each course. To promote holistic student development, the college organizes field trips, industry visits, workshops, student seminars, group discussions, and various other

activities. Even courses that do not explicitly mandate such activities offer these opportunities to students.

The assessment of curriculum objectives is conducted through Continuous Internal Evaluation (CIE), encompassing mid-term and end-term examinations, among other modalities stipulated by the affiliating university. Recognizing varying learning paces, remedial classes are provided to support students who may need additional assistance, fostering an inclusive and supportive learning environment.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://salesiancollege.ac.in/wp-content/uploads/2024/01/1.1.1.pdf

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

The academic year typically kicks off with odd semesters beginning in July, followed by even semesters commencing in January. Adhering to the guidelines outlined by the affiliating University, the college consistently employs diverse evaluation methods to assess students. These methods include term papers, reports, seminar presentations, class tests, and fieldwork, all conducted in accordance with the University's specified timelines. Each department incorporates at least two of these activities based on individual subject requirements.

A Comprehensive Internal Evaluation (CIE) mechanism is in place at the college, focusing not only on academic performance but also on behavioural traits such as regularity, punctuality, participation, leadership, communication, creativity, organizing abilities, social consciousness, peer engagement, application, and campus involvement. Despite transitioning activities and assessments to an online format, the college effectively executed the entire CIE process, encompassing both mid-semester and end-semester internal examinations.

Individualized report cards, inclusive of students' performances in internal end-semester examinations, reflecting their overall academic achievements, were communicated to each student. This holistic evaluation approach ensures the on-going assessment of

students and furnishes them with comprehensive feedback on both academic and behavioural progress. The college adeptly navigates these processes, showcasing adaptability in response to the ever-evolving educational landscape.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://salesiancollege.ac.in/wp-content/uploads/2024/01/1.1.2.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

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

1.2 - Academic Flexibility

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

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

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

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

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

13

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1144

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Salesian College is dedicated to fostering comprehensive student development by seamlessly incorporating key issues into its curriculum. The institution actively pursues holistic growth of its students, integrating crosscutting concerns such as Professional Ethics, Gender Equality, Human Values, Environment, and Sustainability into its academic programs.

To address these vital issues, various committees and cells, including the Prevention of Sexual Harassment Committee (POSHC), Women Cell, Anti-Ragging Cell, NSS, NCC, Grievance Redressal Committee, and Human Rights cells, along with Community Radio (90.8 FM), play an active role. These entities organize programs covering themes like gender equality, sustainability, human values, and ethics on different levels. Environmental concerns receive dedicated attention, with a specific focus through a subject titled 'Environmental Studies.' Additionally, a self-designed Value Education (VE) curriculum, mandatory for all students, ensures effectiveness through bi-annual examinations.

Honours courses in Sociology and Political Science delve into social issues, gender-based violence, and political dimensions, fostering awareness and critical understanding. The Department of English and the Bachelors of Social Work conduct gender studies workshops, empowering female tea workers in Darjeeling and neighbouring areas. This comprehensive approach ensures that students not only gain academic knowledge but also acquire values that extend beyond classroom, facilitating a well-rounded educational experience.

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

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

16

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

811

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://salesiancollege.ac.in/wp-content/uploads/2024/04/1.4.1-1.4.2-1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://salesiancollege.ac.in/wp-content/uploads/2024/04/1.4.1-1.4.2.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

895

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

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

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

359

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

2.2 - Catering to Student Diversity

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

The mentoring system is designed to cater to diverse strengths and weaknesses of students, operating at both group and individual levels to facilitate comprehensive development. The primary

objective is to nurture a strong student-mentor relationship through increased interaction hours, thorough academic performance assessments and initiatives focused on personality enhancement. Through continuous evaluation, we identify both slow and advanced learners, providing targeted support such as remedial classes and counselling sessions for the former.

To enhance learning experience, students actively participate in quizzes on MOODLE, complete offline assignments and contribute to seminars, fostering a culture of continual knowledge acquisition. Instructional innovation, including use of charts, films and audio-visuals, accommodates diverse learning modalities. Group study is encouraged to create a supportive and studious environment, addressing areas requiring additional attention. The institution prioritizes holistic student growth, employing multi-level strategies to address variations in learning levels.

Outcome-based learning involves identifying slow and advanced learners through tests, observations and interactions. Faculty-led training and a mentor-mentee system offer tailored support for slow learners, ensuring timely course completion and enhancing employability. Remedial and follow-up programs are integral components of this system. Advanced learners are provided opportunities to excel, taking on leadership roles in student councils and professional bodies.

File Description	Documents
Paste link for additional information	https://salesiancollege.org/moodle/login/index.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
2534	142

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem

solving methodologies are used for enhancing learning experiences

Salesian College prioritizes student-centric learning methodologies, including experiential learning, participative learning, and problem-solving approaches, to enrich educational experiences. The college is dedicated to fostering diverse experiences alongside traditional academic studies, aiming to boost student motivation and active participation.

Through experiential learning, whether through reflection or hands-on experience, students are provided with opportunities to take initiative, make decisions, engage intellectually, and objectively analyse situations. The institution facilitates various activities such as Seminars/Webinars, field trips, projects, social work, industrial visits, internships, laboratory assignments, technical paper writing for seminars and journals, Salesian Model United Nations, and participative learning programs like Radio Salesian and Salesian TV.

These initiatives contribute to cultivating positive attitudes toward the subjects, enhancing self-confidence, and developing practical skills. Students are empowered to be independent through active involvement in planning and implementing various activities, fostering the acquisition of diverse skills such as knowledge acquisition, group collaboration, and effective problem-solving.

To encourage independence and teamwork spirit, the college supports activities like Student Clubs, NCC, NSS, annual celebrations (Sports, Independence Day, Bosco Jayanti, Christmas Fellowship, Freshers' Welcome), life orientation programs, and workshops/conferences on social or academic topics. The Human Rights Cell and Women's Cell remain vigilant in overseeing student activities.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://salesiancollege.ac.in/Event_records/2493/res/event%20document/Detailed%20Report/2.3.1.pdf

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

The landscape of education has undergone a transformative shift propelled by advancements in science and technology, marking a departure from traditional methods. Information and Communication Technology (ICT) has emerged as a cornerstone, reshaping teaching and learning processes. Notably, the incorporation of cutting-edge tools like MOODLE, an Open Source Learning Management System, has revolutionized both classrooms and administration. MOODLE facilitates seamless management of assignments, tests, and multimedia resources, fostering student communication through forums.

The institution embraces a spectrum of technologies, including LCD projectors, Smart Boards, and Enterprise Resource Planning (ERP), ensuring centralized data management and streamlined administration. Platforms like Google Meets, podcasts, video production, and Zoom have become integral for webinars and virtual classrooms. Prioritizing ICT knowledge, the institution empowers its academic structure with open-source platforms, enhancing technical and soft skills through G Suite accounts.

Utilizing technology extends to multimedia channels like YouTube, Salesian Radio, and Salesian TV, alongside collaborations with IIT Bombay for online Spoken Tutorial Projects, showcasing a commitment to advanced learning. The institution's dedication to upgrading teaching infrastructure underscores its commitment to fostering a dynamic and resourceful academic community through digitalization and modern education practices.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

142

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

142

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

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

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

20

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The institution employs a comprehensive and dynamic internal assessment system conducted at regular intervals, including weekly, monthly, and every six months. This system is characterized by transparency and robustness, incorporating various techniques such as Class Tests, Group Discussions, Assignments, Presentations, Field Trips, Projects, Open Book Exams, Quizzes, and Internal End-Semester Tests as part of Continuous Internal Assessment (CIA) activities. Evaluated scripts and assignments, along with feedback, are openly shared with students, fostering transparency.

An open dialogue is maintained to address any doubts or clarifications from students or parents regarding internal assessments. Within the Choice Based Credit System, 15 marks are allocated for CIA, with 5 marks for attendance and the remaining 10 marks for continuous internal evaluation. Previous sessions' CIA practices encompass a range of assessments, including assignments, presentations, group discussions, class tests, field trips, projects, open book exams, and quizzes.

Aligned with NBU's patterns, mid-semester and semester examinations are conducted in March, May, September, and November. Internal assessments serve as a tool for enhancing academic performance and creating an environment conducive to creative learning. The institution's ERP system maintains records of continuous internal evaluation, accessible on the college website, complemented by the Examination Manual detailing examination policies.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Salesian College ensures a transparent, time-bound, and efficient mechanism for addressing internal examination-related grievances. The Exam Committee oversees this process, conducting mid-semester and semester examinations for even semesters in March and May, and for odd semesters in September and November annually. Additionally, class tests and assignments are integral components of the evaluation process.

The method employed for forwarding internal assessment marks to NBU involves assigning marks for various components: Assignments (3 marks), Class tests (2 marks), Mid-semester examinations (2 marks), and Semester examinations (3 marks). Attendance is also factored in, with students earning marks based on specific slabs: 2 marks for 75-80% attendance, 3 marks for 80-85%, 4 marks for 85-90%, and 5 marks for above 90%.

Salesian College's approach to addressing exam-related grievances is well-organized. Students have the opportunity for self-assessment as the internal examination test papers are made available to them. The College Examination Officer serves as the initial point of contact for students seeking redress for examination-related issues. Unresolved grievances are escalated, following the required protocols, to the Principal or Vice Principal through the Head of the Department. This comprehensive and structured approach ensures fairness and accountability in handling examination-related matters within the college.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institution embraces a curriculum framework centred on Learning Outcomes, incorporating Program Outcomes (POs) and Course Outcomes (COs) across all programs. Collaborating with departmental experts, faculty members complete templates for POs and COs, which undergo verification by Heads of Departments (HoDs) and Deans before review by the Vice Principal. Learning objectives are communicated through channels such as the college prospectus, principal's speeches, and in-class distributions. Orientation programs and discussions ensure students are well-informed, while faculty participation in workshops and seminars is encouraged for continuous improvement in teaching skills.

At the conclusion of each semester, the institution organizes 'Study faire' workshop, facilitating active participation from both students and teachers for course revision. Prioritizing holistic student development, Faculty Development Programs (FDPs) on Outcomes-Based Teaching & Learning Education (OBTLE) are conducted. POs and COs, aligned with Revised Bloom's Taxonomy, receive approval from Institution head and are transparently displayed on the website.

Students receive comprehensive course outcome outlines during departmental orientation programs at the beginning of each semester, ensuring clarity on educational objectives. The institution is committed to providing top-notch educational facilities across disciplines, fostering an environment where students can recall, comprehend, apply, analyse, evaluate, and create knowledge in their respective areas of interest.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://salesiancollege.ac.in/programs/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Salesian College Sonada employs a dual-level assessment approach, evaluating Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) at both the College and Departmental levels. Aligned with the Revised Bloom's Taxonomy, the evaluation process adheres to the regulations set by the University of North Bengal.

At the departmental level, mentor teachers are designated each semester to closely scrutinize the achievement of course objectives and program outcomes. Heads of Departments (HoDs) and subject teachers collaborate with deans and Vice Principals in this evaluation process. Continuous and comprehensive evaluation (CIA) forms the basis of these mechanisms, incorporating diverse assessment methods such as class tests, written assignments, presentations, projects, open-book exams, quizzes, field trips, peer teaching, and internal exams.

This on-going assessment is monitored through a blended approach and recorded in the Learning Management System (LMS) and on the college website for future reference by students and management. Accumulated data is systematically analysed to gauge attainment levels. Results guide the formulation of an action plan for improvement, including initiatives like remedial classes for slower learners. Continuous monitoring extends to surveys and feedback from students, faculty, parents, and other stakeholders, ensuring a comprehensive and dynamic approach to enhancing educational outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://salesiancollege.ac.in/examination/

2.6.3 - Pass percentage of Students during the year

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

620

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://salesiancollege.ac.in/wp-content/uploads/2024/04/2022-23_Annual-Report.pdf

2.7 - Student Satisfaction Survey

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

<https://salesiancollege.ac.in/wp-content/uploads/2024/01/REPORT-on-SSS-22-23-Final.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

2.4324

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

01

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

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

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

01

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.csr.res.in/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Salesian College has cultivated an environment conducive to innovation, actively promoting the creation and dissemination of knowledge. The Salesian Research Centre, established in 2010, is deeply committed to advancing high-quality research. It proactively organizes interdisciplinary events, conducts ethnographic studies in Northern Bengal, and serves as a host for research scholars and delegates worldwide. Working with Salesian Translation Centre, it facilitates translation workshops, collaborates with esteemed institutions for lectures and seminars, supports research projects, and publishes Salesian Journal of Humanities and Social Sciences. Noteworthy activities encompass book releases, lecture series, and an international seminar themed "Religious Practices Across Himalayan Spaces."

The NSS Unit-II engages in diverse community service initiatives, spanning plantation drives and self-defence workshops. The Women Cell focuses on gender counselling, health, and hygiene, orchestrating programs like Breast Cancer Awareness. Career drives and workshops on artificial intelligence contribute to knowledge transfer. Significant initiatives include ASHA Sensitization programs addressing adolescent and maternal health, Swaccha Bharat Abhiyan for environmental concerns, and creative educational endeavours like the Chinese Game of Thrones, along with a demo presentation of the Union Budget 2023. These activities underscore the institution's dedication to holistic education, cutting-edge research, and active community engagement, fostering a dynamic and inclusive learning environment

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

18

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	https://salesiancollege.ac.in/salesian-research-center/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Dedicated to comprehensive development of its students, Salesian College undertakes a broad spectrum of thoughtfully chosen extension activities. Throughout the session, the institution executed diverse initiatives such as community clean-up drives, health and hygiene workshops, and awareness campaigns addressing social issues and marginalized communities. In collaboration with NGOs and private institutions, the college facilitated service-learning programs, educating students on underprivileged societal sections, environmental concerns, and prevalent health issues like cancer.

A pivotal platform for disseminating knowledge on various social issues is Radio Salesian 90.8 FM, India's inaugural Nepali Community Radio. It covers topics ranging from sanitation, health, the environment to women empowerment, youth education, and community dynamics. The Women's Cell significantly contributes by organizing workshops on menstrual hygiene, self-defence training,

and various outreach programs. The NSS and Salesian Management actively engage in programs addressing drug trafficking and awareness.

The institution marks important occasions such as Saheed Diwas, World Environment Day, Earth Day, Anti-Tobacco Day, Republic Day, Independence Day, and National Youth Day, underscoring its unwavering commitment to nurturing a socially responsible student body. These well-organized activities not only empower students but also have a positive impact on the broader community, reflecting the institution's dedication to holistic education and community engagement.

File Description	Documents
Paste link for additional information	https://www.salesiancollege.ac.in/Event_records/2500/res/event%20document/Detailed%20Report/3.4.1.pdf_1713950106.pdf
Upload any additional information	No File Uploaded

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

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

01

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

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

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

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

3021

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

28

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

20

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution possesses ample infrastructure and physical facilities to support the teaching-learning process, encompassing well-equipped classrooms, a Research and Translation Centre, Incubation Cells, AV Halls, Prayer Halls, Seminar Halls, Computer Labs, and Libraries. These spaces are equipped with projectors, LCDs and reliable internet connections. The Siliguri Campus features an Audio Visual Hall with 90 seats, Marengo Hall with 159 seats and an open auditorium. The Sonada Campus includes two Audio Visual Halls with a capacity of 100 seats each and an auditorium accommodating 400 seats. Both campuses are designated as Wi-Fi zones and their libraries have been digitized, contributing to the facilitation of holistic education.

The institution also boasts additional features such as a community radio, Radio Salesian 90.8 FM, a Salesian TV Studio, and a Wellness Centre. Indoor and outdoor game facilities including football, basketball, volleyball, table tennis, badminton, carroms, and chess, are available in both campuses. This extensive infrastructure is effectively utilized for various activities such as research, translations, workshops, awareness programs, training on new technologies, certificate courses, co-curricular

activities, parent-teacher meetings, campus recruitment, and support for IGNOU and other competitive examinations. In essence, the institution is well-equipped with the necessary facilities for a comprehensive teaching-learning environment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/Event_records/2483/res/event%20document/Detailed%20Report/Proof%20of%204.1.1%20(2022%20-%202023).pdf_1713003838.pdf

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

Salesian College places a significant emphasis on mandatory Core Courses while concurrently prioritizing sports and extracurricular activities, fostering holistic student growth by seamlessly integrating academics with sports, games, and cultural enrichment. The campus is equipped with exceptional infrastructure dedicated to supporting these endeavours, featuring facilities for various sports such as badminton, volleyball, throw ball, basketball, and both indoor and outdoor games. Notably, the auditorium houses a volleyball court and a table tennis court. The expansive games field accommodates sports like football and cricket, complemented by a fully-equipped gymnasium.

Salesian College actively hosts sports tournaments where students consistently demonstrate excellence, earning recognition in both individual and group competitions. The institution thrives as a vibrant cultural hub, nurturing artistic talents showcased during yearly festivals and cultural activities. Beyond sports and culture, the college actively participates in national observances, featuring impressive NCC student-led ceremonies on Independence Day and Republic Day. The campus serves as a conducive space for diverse activities, including yoga sessions, self-defence workshops, and serving as a testing centre for government and university exams such as CA and IGNOU. Furthermore, the college organizes Campus Recruitment, MOUs, seminars, conferences, exemplifying its commitment to comprehensive student development across academic, athletic, and artistic domains.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/Event_records/2484/res/event%20document/Detailed%20Report/Proof%20of%204.1.2%20(2022%20-%202023).pdf_1713003950.pdf

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

63

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/Event_records/2485/res/event%20document/Detailed%20Report/Proof%20of%204.1.3%20(2022%20-%202023).pdf_1713004478.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

313.889577

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

4.2 - Library as a Learning Resource

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

- Name of ILMS software: eBLIS (Electronic Bosco Library Information System)
- Nature of automation (fully or partially): Partially
- Version: 2.0
- Operating System used: Windows
- Year of automation: 2016 (3rd December)

eBLIS (Electronic Bosco Library Information System) is a comprehensive software solution developed in-house by Bosco Soft-tech Chennai, designed to streamline and automate library administrative and management tasks. This user-friendly system offers a robust set of features to effectively manage various library functions such as budgeting, acquisition, holdings, journal management, cataloging, circulation and binding.

Key features of eBLIS include:

- Platform Compatibility: It is compatible with the .Net Framework and can run on any version of the Windows operating system.
- Integration: It can be seamlessly integrated as a plug-in with College ERP systems.
- Scalability: The software can be easily upgraded to incorporate new trends and techniques in modern library management.
- User Interface: A new theme and layout are provided to enhance the user experience and make the interface more intuitive.
- Search Functionality: Offers versatile search capabilities by keyword, title, author, class number, subject, or combinations, with a customizable search interface tailored to individual library needs.
- Stock Verification: Facilitates regular stock verification processes.
- Communication: Provides instant communication via SMS and email.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://salesiancollege.ac.in/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

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

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

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

4.249946

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

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

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

84

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

4.3 - IT Infrastructure

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

The college boasts a robust IT infrastructure, featuring an impressive array of over 200 computers and laptops accessible to both students and faculty. Demonstrating a steadfast commitment to technological advancement, the institution provides a high-speed internet connection and a diverse range of software applications tailored for teaching, learning and research. On-site IT support services contribute to a seamless experience for users.

Prioritizing an enriched student journey, the college utilizes a cutting-edge learning management system, allowing online access to course materials, assignment submissions and exams. A user-friendly mobile app enhances this accessibility, providing real-time information on grades, schedules and other crucial details.

The institution's dedication to fostering faculty research is evident through subscriptions to various online databases and journals. The college has initiated an online educational platform and conducted workshops to promote IT facilities for education. Both students and faculty members benefit from access to specialized software applications for data analysis and visualization. Wi-Fi availability in staff areas, library, seminar halls and research centre enhances the convenience and accessibility of information. This comprehensive integration of technology underscores the institution's commitment to providing a dynamic and supportive academic environment, where both teaching and research thrive through the strategic use of IT resources.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/ict/

4.3.2 - Number of Computers

197

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

480.193192

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

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

Salesian College has implemented robust systems to manage its physical, academic and support facilities and detailed policies outlining procedures for maintenance and utilization on the college website. In the event of repurposing classrooms, libraries or Computer Labs, the permission process entails informing the HoD, followed by communication with the Dean, Vice-Principal and Bursar.

Stringent measures are in place for facility access. The library, requiring identification cards and faculty presence, employs biometric identification. Written permission is mandatory for accessing Computer Labs, the Research Centre or any other facility. The college prides itself on well-equipped classrooms, seminar halls and Computer Labs featuring projectors, LCDs and internet connectivity. The entire campus is a Wi-Fi zone.

Seminar halls, equipped with projectors, facilitate various activities such as movie screenings, online seminars and webinars. The Computer Labs and Research Centre offer ample computers for student use. The institution hosts Salesian Radio and a Salesian TV studio, providing valuable opportunities for student participation. The Sports Complex In-Charge oversees lockers housing sports equipment. Daily classroom cleaning and proper closures after classes are the joint responsibilities of students and support staff. The college places a high priority on effective infrastructure management to create a conducive environment for holistic education.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/policies/sc-maintenance-policy/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

8

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

100

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://salesiancollege.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

351

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

351

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

8

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

50

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

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

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

4

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

4

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

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

The Salesian College Student Council, a democratic student body, is dedicated to fostering the comprehensive development of students. Working in tandem with the college's departments, clubs, and associations, the council operates under the guidance and oversight of faculty members. Class representatives are elected through a confidential voting process, with winners determined by a simple majority. From these representatives, the council's leadership positions—including President, Vice-President, Secretary, Joint Secretary, Treasurer, and Joint Treasurer—are selected.

Functioning as a forum for discussing matters related to the student community's well-being, both co-curricular and extra-curricular activities fall within the purview of the council. Collaborating with the college administration, the council organizes diverse initiatives such as the Salesian Model United Nations, Graduation Day, Ethnic Day, cultural festivals, and community service events. These activities are designed to enhance learning experiences, foster social engagement, and contribute to the overall holistic growth of students.

In instances of unsatisfactory or inefficient performance, the Principal holds the authority to dissolve the Student Body or replace individual office bearers who fail to adhere to college rules or prove unworthy of their positions. Eligibility criteria for council membership are based on students' overall achievements in preceding semesters, ensuring a competent and committed student leadership.

File Description	Documents
Paste link for additional information	https://salesiancollege.ac.in/student-support/student-council/
Upload any additional information	View File

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

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

36

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

5.4 - Alumni Engagement

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

The institution boasts a vibrant Alumni Association dedicated to nurturing a mutually beneficial relationship between the institute and its alumni. The association actively supports students annually through interactive sessions, financial aid, guidance and assistance in placement endeavours. Beyond the confines of the college, it extends its impact to society by organizing outreach

activities focused on education, health, and sports. In this academic session, the association orchestrated a series of impactful initiatives, including a blood donation camp, free dental and health check-ups, and a football tournament. The 'Gift of Smile' program exemplified their commitment to community welfare, aiming to provide essential items such as food, stationery, books, and clothing to the underprivileged.

To foster a sense of belongingness, the institute arranged various events, including a Prom Night, picnic, and both online and offline get-togethers for the alumni. Notably, the Salesian College counts some of its alumni among its faculty members and administrators, exemplified by individuals like Fr. Dr. Tomy Augustine (Controller of Examinations) and Fr. Dr. Babu Joseph (Principal). This seamless integration of alumni into key roles signifies a strong bond between the college community and Alumni Association, actively collaborating to drive progress, goodwill, and the enduring vision of Alma Mater.

File Description	Documents
Paste link for additional information	https://salesiancollege.ac.in/student-support/salesian-college-alumni-association/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year C. 3 Lakhs - 4Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance structure of Salesian College is intricately aligned with its overarching vision and mission. The institution is dedicated to cultivating individuals who embody psycho-physical maturity, intellectual competence, social sensitivity, moral uprightness, and spiritual enlightenment. Positioned as a guiding flame, the college actively engages in providing professional and

social services, emphasizing justice, accountability, and collaboration. A key focus is on delivering rights-based education, particularly targeting socially disadvantaged segments of the community.

Decision-making bodies within the college, such as the Founder Body, College Governing Body, Deaneries, Departments, Administrative Offices, and Discipline Committee, operate in accordance with a perspective plan derived from the institution's vision and mission. As a private unaided and self-financed entity without state or central government financial support, the primary sources of revenue include fee collection and donations from select religious institutions. The finance committee assumes responsibility for judicious fund utilization, with expenses of a contingent nature requiring official approval from financial authorities like the Bursar, Rector, Vice-Principal, and Principals.

The college meticulously manages its budget, aligning it with developmental criteria to be utilized within specific time frames across various plan periods. This strategic financial approach ensures the institution's continued commitment to its core principles and objectives.

File Description	Documents
Paste link for additional information	https://salesiancollege.ac.in/wp-content/uploads/2023/02/HBC_2022-23.pdf
Upload any additional information	View File

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

The success of the institution is the culmination of collaborative efforts from all individuals dedicated to realizing its overarching vision. From the principal to staff and students, everyone plays a crucial role in development of the college. Adopting a participative management approach, the administration decentralizes authority, involving key stakeholders such as the founding body, governing members, principal, vice principal, dean, bursar, campus coordinators, and department heads.

The commitment to excellence is evident in various aspects, including instructors' punctual delivery of lectures, timely

completion of curriculum, recommendations for improving exam performance, and provision of an optimal teaching and learning environment. Regular department meetings and occasional staff gatherings led by principal facilitate communication and decision-making. The administration actively supports and encourages both teaching and non-teaching staff in their endeavours.

At the student level, a participatory approach extends to granting students authority in extracurricular activities, such as sports, NSS, NCC, and involvement in the student council as class representatives, contributing to their overall development. Faculty members' skills are honed through structured faculty development programs. Decision-making processes occur at department meetings, where decisions are then communicated to the principal for final approval, ensuring a cohesive approach across all levels of decision-makers in the institution.

File Description	Documents
Paste link for additional information	https://salesiancollege.ac.in/wp-content/uploads/2023/02/HBC_2022-23.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Salesian College's Sonada and Siliguri campuses have effectively executed the institution's strategic plan, subject to updates every five years. Notable enhancements include the incorporation of diverse teaching-learning resources. In Sonada, the addition of new computers and four tablets is noteworthy, alongside the establishment of a dedicated sick room for both male and female students at the Siliguri Campus. The college library has undergone substantial expansion, incorporating reading rooms and study halls.

Significant infrastructure improvements have been realized, such as the establishment of a well-equipped ICT-enabled Internal Quality Assurance Cell (IQAC) office on both the campuses. This office features cabinets, a washroom, and a conference facility catering to 12 individuals, facilitating efficient execution of their responsibilities.

A key accomplishment aligned with the strategic plan is the

expansion of Don Bosco Block at the Siliguri Campus. This extension has added 12 classrooms, laboratories, and a library, covering an approximate total area of 4500 square feet per floor. Libraries across campuses have been enriched with reading rooms, computers featuring Wi-Fi connectivity, and dedicated study halls for undergraduate and postgraduate students, faculty, and research scholars. Furthermore, the Digital library now boasts 25 computer systems with LAN connections, enhancing technological access for the academic community.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/administration/ , https://salesiancollege.ac.in/iqac/
Upload any additional information	No File Uploaded

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

Salesian College, a minority educational institution recognized by the government and affiliated with the University of North Bengal, is administered by the Salesians of Don Bosco, Kolkata Province. Catering to students pursuing studies in Arts/Humanities, Commerce, Science, and various Professional Courses at both undergraduate and postgraduate levels, the college operates under the leadership of the President of the Founder Body, who also serves as the Chairperson of the Governing Body. The day-to-day academic affairs are overseen by the Secretary, who holds the position of Principal. A Rector, along with three Vice-Principals, Campus Ministers, and three Deans (for Commerce, Management & Vocational Studies, Arts & Humanities, and Sciences), contribute to the effective management of the institution.

Executive and Campus Coordinators are appointed to handle diverse activities within the campus, following which Heads of Departments and Student Council Members, elected by the students, contribute to the institutional structure. The recruitment process for eligible candidates is conducted through official advertisements in newspapers and the college website, and selected individuals undergo a structured induction program upon joining. Salesian College boasts accreditation from NAAC with Grade 'A' (3rd Cycle) and holds the distinction of being twice certified by the UGC for

its Potential for Excellence.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://salesiancollege.ac.in/wp-content/uploads/2024/04/6.2.2-2022-23.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution is dedicated to providing comprehensive welfare measures for both teaching and non-teaching staff, ensuring their well-being and professional development. For teaching staff, a range of benefits includes additional leaves for research purposes, financial assistance for research-related activities, travel support and coverage of membership fees for participating in Faculty Development Programs (FDPs), national & international seminars and conferences. The institution extends interest-free advance loans during urgent needs, fostering a supportive environment. Teaching staff engaged in research benefit from refresher courses and research workshops directed by esteemed professors, facilitating expansion of their knowledge and experience.

Furthermore, the institution offers orientation and training programs at both national and international levels. Non-teaching staff members receive financial support in the form of interest-free loans and advances, coupled with sound Provident Funds for financial security. The institution demonstrates philanthropic endeavours towards non-teaching staff, providing aid for housing and toilet construction and repair, financial support for children's education, scholarships, and medical treatment. Additionally, both teaching and non-teaching staff enjoy regular benefits such as sick leaves, casual leaves, and access to facilities like free Wi-Fi. The provision of clean and filtered cold and hot water for drinking further contributes to the overall well-being of staff members.

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

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

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

51

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

9

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

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

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

52

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

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

The institution places significant emphasis on recognizing the contributions of both faculty members and support staff in achieving academic success and implementing cutting-edge practices. To systematically evaluate and acknowledge these

advancements, an annual Academic Audit is conducted. A well-structured, user-friendly self-appraisal system has been instituted for faculty members and staff, enabling a comprehensive review of their performance. After one year of employment at the college, each employee undergoes an annual performance review.

Faculty members and departments submit detailed self-appraisal forms, which are evaluated based on their Annual Self-Assessment for the Performance-Based Appraisal System. Promotions adhere to the UGC Career Advancement Scheme (CAS) appraisal proforma/format, relying on the Annual Performance Indicator (API) score. The Heads of Departments, Deans, Coordinators of the Internal Quality Assurance Cell, Vice-Principal and Principal play integral roles in evaluating and providing feedback on the submitted self-appraisal proforma for faculty members.

Support staff performance appraisals are overseen by the Bursars, Vice-Principals/Principal, and Rectors of the college. The institution values the contributions of both teaching and non-teaching personnel, assigning appropriate weight to these contributions in the final evaluation. Annual wage increases are aligned with the assessments of both teaching and non-teaching staff, ensuring a fair and merit-based compensation structure.

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

6.4 - Financial Management and Resource Mobilization

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

The Bursar at Salesian College ensures the regular conduct of both internal and external audits. Internal auditors play a pivotal role as ex-officio members in the Finance, Purchasing, and Construction Committees, convening quarterly. External auditors conduct biannual visits, while monthly meetings are a norm. Acquisition requisites for various entities, including departments, committees, cells, and associations, are determined during their respective internal meetings. These decisions are then elevated to the Vice Principal/Principal, who, after observation, forwards them to the Dean for verification before

submission to the Bursar.

Following events, invoices undergo scrutiny by internal auditors, and the accounts are subsequently reviewed by the Bursar, who considers bill refunds. Payments to guests follow the issuance of college payment vouchers, and the Finance Office oversees construction costs. Library acquisitions receive authorization directly from the Principal/Vice Principal/Bursar. Departments seeking to procure reading materials must secure approval from the Vice Principal/Principal. Faculty and staff enjoy the flexibility of online book purchases, with reimbursement contingent upon authentic bills. The librarian meticulously records such transactions in the software, and final statements are forwarded to the Bursar's office for accounting.

In essence, Salesian College boasts a robust and transparent procurement and screening mechanism, ensuring accountability and financial integrity.

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

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

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

1.1

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The college employs a comprehensive and transparent resource

mobilization policy, employing a multifaceted strategy to ensure efficiency. Having earned twice the recognition as a CPE institution by UGC, the college taps into resources provided by UGC and affiliated bodies such as Sahitya Akademi, ICSSR, DST among others. Faculty members actively contribute to resource generation through research projects, and student fees constitute another pivotal aspect, primarily allocated for teacher salaries and educational purposes. The fee structure is intricately designed, clearly delineating all associated costs, with flexibility in payment options, including installment plans, to accommodate diverse financial situations.

Furthermore, the college leverages additional income sources from the Founder Body, alumni contributions, department-led events, and collaborations with agencies like IGNOU, NSS & NCC. A portion of the fund generated is earmarked for construction and renovation of infrastructure, prioritizing enhancements in classrooms, laboratories, libraries and other facilities crucial for enriching learning experiences.

As a socially responsible institution, a segment of the fund is dedicated to charitable activities, including providing financial aid to underprivileged students, participating in community outreach programs and partnering with local organizations to address societal issues. The finance committee oversees both fund mobilization and responsible utilization of resources to optimize institutional goals.

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) has played a pivotal role in institutionalizing quality assurance strategies and processes, with two particularly impactful initiatives shaping the institution's quality framework. Firstly, the IQAC introduced Faculty Awards, a commendable practice recognizing teaching excellence. Faculty members, meeting six defined criteria, can be recommended by departments or self-nominate. Nominees undergo

thorough screening by both the IQAC and a designated committee. This initiative serves a dual purpose, motivating faculty members to contribute to an effective academic environment and fostering holistic development for both faculty and students.

Secondly, in a bid to enhance data authenticity and management, the IQAC implemented training and reporting procedures within a customized Enterprise Resource Planning (ERP) system. This involves entering data in a specified format, ensuring uniformity and consistency across academic, non-academic, and administrative reports. Targeted training, particularly for newly appointed faculty, emphasizes universal formatting for standardized reports, contributing to streamlined data management in alignment with the institution's commitment to quality.

In addition to these practices, IQAC consistently conducts faculty training programs, emphasizing the adoption of new teaching-learning techniques and the successful implementation of the National Education Policy (NEP), 2020. The significant contributions of the IQAC undoubtedly underpin the institution's academic excellence.

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

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

After securing Grade A in the third cycle of accreditation, the college has undertaken a series of incremental enhancements, exemplified by two notable improvements in quality and post-accreditation initiatives. Firstly, the institution has embraced a blended mode of teaching and learning, aligning with the National Education Policy. This innovative approach accommodates diverse learning styles, introduces scheduling flexibility, encourages self-paced learning, enhances digital literacy, and fosters dynamic, interactive educational experiences. The transition from the Traditional Mode of Teaching and Learning to the New Normal has been effectively executed through an Online System of Education, incorporating various e-resources and learning tools such as MOODLE and Google Meet.

Secondly, the Internal Quality Assurance Cell (IQAC) has spearheaded the implementation of Outcome-Based Teaching Learning Evaluation (OBTLE) based on the Rubrics of Outcome-Based Education, in accordance with the revised Bloom's Taxonomy. Faculty members have diligently crafted course objectives and outcomes for each subject, prominently displayed on the MOODLE platform for students. This structured system ensures that assessments directly align with the intended learning outcomes, fostering a more meaningful and effective educational experience for both educators and students. Additionally, a Self-Appraisal system has been introduced in the Enterprise Resource Planning (ERP) platform, enabling self-review and assessment.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://salesiancollege.ac.in/wp-content/uploads/2024/04/2022-23_Annual-Report.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Throughout the academic year 2022-2023, the institution actively engaged in significant initiatives to promote gender equity and sensitize its community on gender-related issues. A commitment to equitable appointments was evident in both teaching and non-teaching roles, ensuring a balanced representation of male and female members. The student council exemplified inclusivity by providing equal opportunities for both male and female students to participate.

The institution's various departments operate under ethical principles focused on equality, justice, and social responsibility. The Women's Cell played a pivotal role in executing impactful initiatives during the past years. These included organizing menstrual health and hygiene camps, workshops to strengthen self-help groups, and outreach programs in the Balasun Tea Garden. Notably, the cell spearheaded initiatives such as the 'Cancer Awareness and Prevention Program and Breast Self-Examination Education' and the 'Sherpreneurs' event, providing a platform for young women to showcase their talents, innovations, creativity, and business plans.

Collaborating with ASHA, the Women's Cell conducted a sensitization program offering valuable insights into the adolescent phase, menstrual health, and maternal health. The Department of Social Work, in partnership with Project GRL (Guide, Restore, Love), organized a one-day medical camp for women and elderly individuals in Harijan Busty, Haiderpara.

File Description	Documents
Annual gender sensitization action plan	https://salesiancollege.ac.in/Event_records/2478/res/event%20document/7.1.1%20Annual%20Gender%20Sensitization.pdf/7.1.1%20Annual%20Gender%20Sensitization.pdf_1713850612.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://salesiancollege.ac.in/Event_records/2477/res/event%20document/Detailed%20Report/7.1.1%20specific%20facilities.pdf_1712919817.pdf

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

B. Any 3 of the above

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

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

Waste generation is an inherent aspect of routine college activities, encompassing materials such as paper, plastics, glass, metals and food. To manage this, a meticulous process of segregation into Solid and Liquid waste is implemented. Administrative supervisors on each floor diligently collect, clean, segregate, and compile waste into specially designated Green and Blue dustbins. These bins, strategically placed throughout the campus, including classrooms, cafeteria and toilet corridors, are marked for dry and wet waste. Daily routines involve emptying of these bins, with separate carts efficiently transporting waste from Blue and Green dustbins to designated disposal sites.

The college produces both biodegradable (food waste, vegetable peels, leaves, etc.) and non-biodegradable waste (paper, plastics, metal cans, bags, etc.). A dedicated team ensures proper collection and disposal practices. Liquid waste, originating from canteen activities, is effectively managed through drainage facilities and a dedicated water supply system to maintain cleanliness and hygiene.

After segregation, waste is responsibly disposed of at authorized landfills. Electronic wastes, including obsolete devices like computers, monitors and battery cells, are stored for annual disposal through vendors, contributing to sustainable waste management practices. The institution places significant emphasis on Compost Awareness and Waste Management Programs, reflecting its commitment to environmental responsibility.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and A. Any 4 or all of the above

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

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

Salesian College demonstrates a committed institutional effort towards creating an inclusive campus environment, evident across various facets. Actively championing inclusivity, the college organizes events such as Gandhi Jayanti, Ambedkar Jayanti, Rabindra Jayanti, Mr. Dipjyoti's Birth Anniversary and a Webinar on Religious Practices in Himalayan Spaces. Celebrations like Bhasha Manyata Diwas (Nepali and Hindi) and common prayers further contribute to fostering positive interactions among individuals with diverse racial and cultural backgrounds.

The Deanery of Arts orchestrates Ethnic Day to recognize the importance of cultural traditions, customs and social practices. This event features programs organized by both faculty and students, including 'Cultural Expression,' where students don ethnic attire and share significant aspects of their respective cultures. Collaborating with the Traffic Police of Sonada and HELP Rehabilitation Centre, Siliguri, the college hosts a drug and traffic awareness program in the auditorium.

Additionally, Salesian College undertakes initiatives to raise health and hygiene awareness in the local community, providing necessary treatment and referrals without any discrimination based on caste, creed, color, sex, or socioeconomic background. These multifaceted endeavors collectively aim to cultivate an inclusive environment characterized by tolerance, harmony, and an embrace of cultural, regional, linguistic, communicable socio-economic and other diversities.

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

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

The college fosters a democratic environment, encouraging students to ask questions and engage in debates with both peers and faculty, cultivating an open-minded attitude crucial for developing conscientious citizens. Various programs, such as Azadi Ka Amrut Mahotsav, Van Mahotsav and Cleanliness Campaigns, aim to sensitize students and employees. Events like Independence Day,

Republic Day celebrations, and seminars on topics like Agniveer Schemes, Yoga and Meditations promote patriotism, harmony and spiritual well-being. Special lectures cover diverse subjects like Space and Sciences, Sustainable Development, Suicide Prevention Day and Breast Cancer Awareness.

The institution emphasizes cultural diversity through celebrations like International Mother Language Day and Bosco Jayanti. An International Webinar on Cyber Security educates students on contemporary threats. Additional events like World Environment Day, Earth Day and initiatives such as tree plantation drives and lectures on World Water Day underscore environmental responsibilities. Women's Day celebrations highlight historical achievements, including menstrual health sessions and leadership skill lectures. The institution actively engages in social responsibilities through visits to Correctional Homes, Old Age Home Visits and initiatives like Salesian Run for Her, promoting girl education. The NSS unit conducts activities fostering responsible citizenship, addressing issues such as Human Trafficking and Substance Abuse.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://salesiancollege.ac.in/Event_records/2470/res/event%20document/Detailed%20Report/7.1.9.pdf_1712833202.pdf
Any other relevant information	Nil

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

4. Annual awareness programmes on Code of Conduct are organized

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

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

The institution places a strong emphasis on recognizing both national & international events and festivals, fostering a diverse array of commemorations throughout the year. Notable observances include "Shaheed Diwas" on August 27th and a special assembly on August 18th dedicated to "Never Give Up" Day. The Nature Club organized events such as "International Literacy" Day on September 8th and "World Ozone" Day on September 16th, highlighting the institution's commitment to global awareness and environmental action. Further, the Harmony Club commemorated "World Peace" Day on September 21st and "National Cinema" Day on September 23rd.

Civic education took the spotlight on November 26th with "Constitution" Day, organized by the Department of Political Science. The Department of Computer Applications led "Safe Internet" Day on February 9th, emphasizing responsible online behavior. Societal and environmental concerns were addressed through "World Social Work" Day on March 21st and "World Water" Day on March 23rd, orchestrated by the Department of Social Work and NSS unit, respectively. The Department of Mass Communication & Journalism marked "World Press Freedom" Day on May 3rd, while the Nature Club celebrated "World Environment" Day on June 5th. This diverse spectrum of commemorations underscores the institution's dedication to holistic education and global consciousness.

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

7.2 - Best Practices

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

The institution has successfully implemented two noteworthy practices. Firstly, the Salesian Model United Nations (SMUN) serves as an inter-college Model United Nations event, focusing on refining students' rhetorical, investigative, and diplomatic skills. The primary objectives include stimulating debates on current policies, fostering cooperation, and engaging peers in diplomatic discussions. This event demands rigorous analysis of significant social issues, with SMUNs in each campus replicating various UN committees. Over 350 participants across campuses engage in this intellectually enriching experience, supported by entities such as GTA, UNICEF, and the Press Club, Kolkata, showcasing Salesian College as a pioneer of MUNs in North Bengal.

Secondly, Radio Salesian 90.8 FM stands as a pioneering community radio established at Salesian College Sonada. This initiative aims to cultivate student radio skills with an emphasis on news coverage and promptness. Notable programs like Salesian News Asia Pacific provide summaries of Salesian News from South and East Asia. "Campus this week," a student-initiated program, covers weekly news and events at Salesian College. The success of Radio Salesian is evidenced by awards and certificates for at least 10 news assignments, some of which are published on local online portals, motivating students and contributing to their practical learning experience.

File Description	Documents
Best practices in the Institutional website	https://salesiancollege.ac.in/modern-united-nation-mun/ , https://salesiancollege.ac.in/90-8-radio-salesian/
Any other relevant information	https://salesiancollege.ac.in/Event_records/1395/res/event%20document/Detailed%20Report/Detailed%20Report.pdf , https://salesiancollege.ac.in/Event_records/1492/res/event%20document/Salesian%20Model%20United%20Nations%20Workshop%20report%20(1).pdf_1666200463/Salesian%20Model%20United%20Nations%20Workshop%20report%20(1).pdf_1666200463.pdf , https://salesiancollege.ac.in/Event_records/1914/res/event%20document/Detailed%20Report/Detailed%20Report.pdf , https://salesiancollege.ac.in/Event_records/1977/res/event%20document/SMUN%20Schedule%202023.pdf/SMUN%20Schedule%202023.pdf_1684556679.pdf , https://salesiancollege.ac.in/Event_records/1977/res/event%20document/UNICEF%20Collaboration.pdf/UNICEF%20Collaboration.pdf_1684559944.pdf , https://salesiancollege.ac.in/Event_records/1977/res/event%20document/Press%20Club%20Kolkata%20Collaboration.pdf/Press%20Club%20Kolkata%20Collaboration.pdf_1684560060.pdf , https://www.youtube.com/playlist?list=PLDnZ1DEcKn0UOhntMgFXxC5NSjOt0McwY

7.3 - Institutional Distinctiveness

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

Salesian College's performance in the realm of Print Media stands out as a testament to its unwavering commitment and emphasis. The foundation of SALESIAN COLLEGE PUBLICATION dates back to the 1950s, marking a historical milestone. The Research and Publication Centre at Salesian College boasts well-equipped infrastructure, supporting a prolific output. The publication house proudly presents a rich portfolio, including 27 journals, 40 books, 42 newsletters, 12 magazines etc.

The Salesian Journal of Humanities and Social Sciences, established in 2010, adheres to a transparent policy for manuscript and article submissions. Functioning as a double-blind peer review journal, it upholds academic standards. The college features two prominent magazines, SCSpeaks and SPARKLE, along with departmental publications such as TIST, EVOLVE, ESSENCE and DigiTrek.

The goal of Salesian College Publication endeavors to showcase that self-expression through print media serves as a catalyst for self-discovery and empowerment within specific target groups. Contributors to this publication encompass faculty members from across the globe and college's students. The officials associated with Salesian College Publication hail from esteemed educational institutions worldwide. Salesian College aligns itself with the visionary outlook of 'Pioneer' Don Bosco from the 19th century, who foresaw the essential role of Print Media in modern education.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institute ensures the effective delivery of its curriculum through a meticulously planned and well-documented process. The Internal Quality Assurance Cell (IQAC) takes the lead in establishing curriculum goals and strategies at the beginning of each semester, drawing insights from feedback received in the previous semester. Each department follows these roadmaps, aligning their actions with the college's vision and mission. Prior to each semester, faculty members create lesson plans and document monthly progress in Unitization Reports.

Orientation sessions at the commencement of every semester serve to inform both faculty and students about syllabi contents, curriculum delivery methods, course objectives, and learning outcomes. Diverse teaching methodologies are employed based on the specific requirements of each course. To promote holistic student development, the college organizes field trips, industry visits, workshops, student seminars, group discussions, and various other activities. Even courses that do not explicitly mandate such activities offer these opportunities to students.

The assessment of curriculum objectives is conducted through Continuous Internal Evaluation (CIE), encompassing mid-term and end-term examinations, among other modalities stipulated by the affiliating university. Recognizing varying learning paces, remedial classes are provided to support students who may need additional assistance, fostering an inclusive and supportive learning environment.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://salesiancollege.ac.in/wp-content/uploads/2024/01/1.1.1.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of

Continuous Internal Evaluation (CIE)

The academic year typically kicks off with odd semesters beginning in July, followed by even semesters commencing in January. Adhering to the guidelines outlined by the affiliating University, the college consistently employs diverse evaluation methods to assess students. These methods include term papers, reports, seminar presentations, class tests, and fieldwork, all conducted in accordance with the University's specified timelines. Each department incorporates at least two of these activities based on individual subject requirements.

A Comprehensive Internal Evaluation (CIE) mechanism is in place at the college, focusing not only on academic performance but also on behavioural traits such as regularity, punctuality, participation, leadership, communication, creativity, organizing abilities, social consciousness, peer engagement, application, and campus involvement. Despite transitioning activities and assessments to an online format, the college effectively executed the entire CIE process, encompassing both mid-semester and end-semester internal examinations.

Individualized report cards, inclusive of students' performances in internal end-semester examinations, reflecting their overall academic achievements, were communicated to each student. This holistic evaluation approach ensures the on-going assessment of students and furnishes them with comprehensive feedback on both academic and behavioural progress. The college adeptly navigates these processes, showcasing adaptability in response to the ever-evolving educational landscape.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://salesiancollege.ac.in/wp-content/uploads/2024/01/1.1.2.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University

A. All of the above

Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

27

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

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

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

13

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1144

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Salesian College is dedicated to fostering comprehensive student development by seamlessly incorporating key issues into its curriculum. The institution actively pursues holistic growth of its students, integrating crosscutting concerns such as Professional Ethics, Gender Equality, Human Values, Environment, and Sustainability into its academic programs.

To address these vital issues, various committees and cells, including the Prevention of Sexual Harassment Committee (POSHC), Women Cell, Anti-Ragging Cell, NSS, NCC, Grievance Redressal Committee, and Human Rights cells, along with Community Radio (90.8 FM), play an active role. These entities organize programs covering themes like gender equality, sustainability, human values, and ethics on different levels. Environmental concerns receive dedicated attention, with a specific focus through a subject titled 'Environmental Studies.' Additionally, a self-designed Value Education (VE) curriculum, mandatory for all students, ensures effectiveness through bi-annual examinations.

Honours courses in Sociology and Political Science delve into social issues, gender-based violence, and political dimensions, fostering awareness and critical understanding. The Department of English and the Bachelors of Social Work conduct gender studies workshops, empowering female tea workers in Darjeeling and neighbouring areas. This comprehensive approach ensures that students not only gain academic knowledge but also acquire values that extend beyond classroom, facilitating a well-rounded educational experience.

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

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

16

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

811

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the

B. Any 3 of the above

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

File Description	Documents
URL for stakeholder feedback report	https://salesiancollege.ac.in/wp-content/uploads/2024/04/1.4.1-1.4.2-1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://salesiancollege.ac.in/wp-content/uploads/2024/04/1.4.1-1.4.2.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

895

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

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

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

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

2.2 - Catering to Student Diversity

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

The mentoring system is designed to cater to diverse strengths and weaknesses of students, operating at both group and individual levels to facilitate comprehensive development. The primary objective is to nurture a strong student-mentor relationship through increased interaction hours, thorough academic performance assessments and initiatives focused on personality enhancement. Through continuous evaluation, we identify both slow and advanced learners, providing targeted support such as remedial classes and counselling sessions for the former.

To enhance learning experience, students actively participate in quizzes on MOODLE, complete offline assignments and contribute to seminars, fostering a culture of continual knowledge acquisition. Instructional innovation, including use of charts, films and audio-visuals, accommodates diverse learning modalities. Group study is encouraged to create a supportive and studious environment, addressing areas requiring additional attention. The institution prioritizes holistic student growth, employing multi-level strategies to address variations in learning levels.

Outcome-based learning involves identifying slow and advanced learners through tests, observations and interactions. Faculty-led training and a mentor-mentee system offer tailored support for slow learners, ensuring timely course completion and enhancing employability. Remedial and follow-up programs are integral components of this system. Advanced learners are provided opportunities to excel, taking on leadership roles in student councils and professional bodies.

File Description	Documents
Paste link for additional information	https://salesiancollege.org/moodle/login/index.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
2534	142

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Salesian College prioritizes student-centric learning methodologies, including experiential learning, participative learning, and problem-solving approaches, to enrich educational experiences. The college is dedicated to fostering diverse experiences alongside traditional academic studies, aiming to boost student motivation and active participation.

Through experiential learning, whether through reflection or hands-on experience, students are provided with opportunities to take initiative, make decisions, engage intellectually, and objectively analyse situations. The institution facilitates various activities such as Seminars/Webinars, field trips, projects, social work, industrial visits, internships, laboratory assignments, technical paper writing for seminars and journals, Salesian Model United Nations, and participative learning programs like Radio Salesian and Salesian TV.

These initiatives contribute to cultivating positive attitudes toward the subjects, enhancing self-confidence, and developing practical skills. Students are empowered to be independent through active involvement in planning and implementing various activities, fostering the acquisition of diverse skills such as knowledge acquisition, group collaboration, and effective problem-solving.

To encourage independence and teamwork spirit, the college supports activities like Student Clubs, NCC, NSS, annual celebrations (Sports, Independence Day, Bosco Jayanti, Christmas Fellowship, Freshers' Welcome), life orientation programs, and workshops/conferences on social or academic topics. The Human Rights Cell and Women's Cell remain vigilant in overseeing student activities.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://salesiancollege.ac.in/Event_records/2493/res/event%20document/Detailed%20Report/2.3.1.pdf

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

The landscape of education has undergone a transformative shift propelled by advancements in science and technology, marking a departure from traditional methods. Information and Communication Technology (ICT) has emerged as a cornerstone, reshaping teaching and learning processes. Notably, the incorporation of cutting-edge tools like MOODLE, an Open Source Learning Management System, has revolutionized both classrooms and administration. MOODLE facilitates seamless management of assignments, tests, and multimedia resources, fostering student communication through forums.

The institution embraces a spectrum of technologies, including LCD projectors, Smart Boards, and Enterprise Resource Planning (ERP), ensuring centralized data management and streamlined administration. Platforms like Google Meets, podcasts, video production, and Zoom have become integral for webinars and virtual classrooms. Prioritizing ICT knowledge, the institution empowers its academic structure with open-source platforms, enhancing technical and soft skills through G Suite accounts.

Utilizing technology extends to multimedia channels like YouTube, Salesian Radio, and Salesian TV, alongside collaborations with IIT Bombay for online Spoken Tutorial Projects, showcasing a commitment to advanced learning. The institution's dedication to upgrading teaching infrastructure underscores its commitment to fostering a dynamic and

resourceful academic community through digitalization and modern education practices.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

142

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

142

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

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

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

20

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

647

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The institution employs a comprehensive and dynamic internal assessment system conducted at regular intervals, including weekly, monthly, and every six months. This system is characterized by transparency and robustness, incorporating various techniques such as Class Tests, Group Discussions, Assignments, Presentations, Field Trips, Projects, Open Book Exams, Quizzes, and Internal End-Semester Tests as part of Continuous Internal Assessment (CIA) activities. Evaluated scripts and assignments, along with feedback, are openly shared with students, fostering transparency.

An open dialogue is maintained to address any doubts or clarifications from students or parents regarding internal

assessments. Within the Choice Based Credit System, 15 marks are allocated for CIA, with 5 marks for attendance and the remaining 10 marks for continuous internal evaluation. Previous sessions' CIA practices encompass a range of assessments, including assignments, presentations, group discussions, class tests, field trips, projects, open book exams, and quizzes.

Aligned with NBU's patterns, mid-semester and semester examinations are conducted in March, May, September, and November. Internal assessments serve as a tool for enhancing academic performance and creating an environment conducive to creative learning. The institution's ERP system maintains records of continuous internal evaluation, accessible on the college website, complemented by the Examination Manual detailing examination policies.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Salesian College ensures a transparent, time-bound, and efficient mechanism for addressing internal examination-related grievances. The Exam Committee oversees this process, conducting mid-semester and semester examinations for even semesters in March and May, and for odd semesters in September and November annually. Additionally, class tests and assignments are integral components of the evaluation process.

The method employed for forwarding internal assessment marks to NBU involves assigning marks for various components: Assignments (3 marks), Class tests (2 marks), Mid-semester examinations (2 marks), and Semester examinations (3 marks). Attendance is also factored in, with students earning marks based on specific slabs: 2 marks for 75-80% attendance, 3 marks for 80-85%, 4 marks for 85-90%, and 5 marks for above 90%.

Salesian College's approach to addressing exam-related grievances is well-organized. Students have the opportunity for self-assessment as the internal examination test papers are made available to them. The College Examination Officer serves as the initial point of contact for students seeking redress

for examination-related issues. Unresolved grievances are escalated, following the required protocols, to the Principal or Vice Principal through the Head of the Department. This comprehensive and structured approach ensures fairness and accountability in handling examination-related matters within the college.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institution embraces a curriculum framework centred on Learning Outcomes, incorporating Program Outcomes (POs) and Course Outcomes (COs) across all programs. Collaborating with departmental experts, faculty members complete templates for POs and COs, which undergo verification by Heads of Departments (HoDs) and Deans before review by the Vice Principal. Learning objectives are communicated through channels such as the college prospectus, principal's speeches, and in-class distributions. Orientation programs and discussions ensure students are well-informed, while faculty participation in workshops and seminars is encouraged for continuous improvement in teaching skills.

At the conclusion of each semester, the institution organizes 'Study faire' workshop, facilitating active participation from both students and teachers for course revision. Prioritizing holistic student development, Faculty Development Programs (FDPs) on Outcomes-Based Teaching & Learning Education (OBTLE) are conducted. POs and COs, aligned with Revised Bloom's Taxonomy, receive approval from Institution head and are transparently displayed on the website.

Students receive comprehensive course outcome outlines during departmental orientation programs at the beginning of each semester, ensuring clarity on educational objectives. The institution is committed to providing top-notch educational facilities across disciplines, fostering an environment where students can recall, comprehend, apply, analyse, evaluate, and

create knowledge in their respective areas of interest.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://salesiancollege.ac.in/programs/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Salesian College Sonada employs a dual-level assessment approach, evaluating Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) at both the College and Departmental levels. Aligned with the Revised Bloom's Taxonomy, the evaluation process adheres to the regulations set by the University of North Bengal.

At the departmental level, mentor teachers are designated each semester to closely scrutinize the achievement of course objectives and program outcomes. Heads of Departments (HoDs) and subject teachers collaborate with deans and Vice Principals in this evaluation process. Continuous and comprehensive evaluation (CIA) forms the basis of these mechanisms, incorporating diverse assessment methods such as class tests, written assignments, presentations, projects, open-book exams, quizzes, field trips, peer teaching, and internal exams.

This on-going assessment is monitored through a blended approach and recorded in the Learning Management System (LMS) and on the college website for future reference by students and management. Accumulated data is systematically analysed to gauge attainment levels. Results guide the formulation of an action plan for improvement, including initiatives like remedial classes for slower learners. Continuous monitoring extends to surveys and feedback from students, faculty, parents, and other stakeholders, ensuring a comprehensive and dynamic approach to enhancing educational outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://salesiancollege.ac.in/examination/

2.6.3 - Pass percentage of Students during the year

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

620

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://salesiancollege.ac.in/wp-content/uploads/2024/04/2022-23_Annual-Report.pdf

2.7 - Student Satisfaction Survey

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

<https://salesiancollege.ac.in/wp-content/uploads/2024/01/REPORT-on-SSS-22-23-Final.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

2.4324

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

01

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

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

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

01

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.csr.res.in/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Salesian College has cultivated an environment conducive to innovation, actively promoting the creation and dissemination of knowledge. The Salesian Research Centre, established in 2010, is deeply committed to advancing high-quality research. It proactively organizes interdisciplinary events, conducts ethnographic studies in Northern Bengal, and serves as a host for research scholars and delegates worldwide. Working with Salesian Translation Centre, it facilitates translation workshops, collaborates with esteemed institutions for lectures and seminars, supports research projects, and publishes Salesian Journal of Humanities and Social Sciences. Noteworthy activities encompass book releases, lecture series, and an international seminar themed "Religious Practices Across Himalayan Spaces."

The NSS Unit-II engages in diverse community service initiatives, spanning plantation drives and self-defence workshops. The Women Cell focuses on gender counselling, health, and hygiene, orchestrating programs like Breast Cancer Awareness. Career drives and workshops on artificial intelligence contribute to knowledge transfer. Significant initiatives include ASHA Sensitization programs addressing adolescent and maternal health, Swaccha Bharat Abhiyan for environmental concerns, and creative educational endeavours like the Chinese Game of Thrones, along with a demo presentation of the Union Budget 2023. These activities underscore the institution's dedication to holistic education, cutting-edge research, and active community engagement, fostering a dynamic and inclusive learning environment

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

18

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	https://salesiancollege.ac.in/salesian-research-center/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

06

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and

papers in national/ international conference proceedings year wise during year

13

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Dedicated to comprehensive development of its students, Salesian College undertakes a broad spectrum of thoughtfully chosen extension activities. Throughout the session, the institution executed diverse initiatives such as community clean-up drives, health and hygiene workshops, and awareness campaigns addressing social issues and marginalized communities. In collaboration with NGOs and private institutions, the college facilitated service-learning programs, educating students on underprivileged societal sections, environmental concerns, and prevalent health issues like cancer.

A pivotal platform for disseminating knowledge on various social issues is Radio Salesian 90.8 FM, India's inaugural Nepali Community Radio. It covers topics ranging from sanitation, health, the environment to women empowerment, youth education, and community dynamics. The Women's Cell significantly contributes by organizing workshops on menstrual hygiene, self-defence training, and various outreach programs. The NSS and Salesian Management actively engage in programs addressing drug trafficking and awareness.

The institution marks important occasions such as Saheed Diwas, World Environment Day, Earth Day, Anti-Tobacco Day, Republic Day, Independence Day, and National Youth Day, underscoring its unwavering commitment to nurturing a socially responsible student body. These well-organized activities not only empower students but also have a positive impact on the broader community, reflecting the institution's dedication to holistic education and community engagement.

File Description	Documents
Paste link for additional information	https://www.salesiancollege.ac.in/Event_records/2500/res/event%20document/Detailed%20Report/3.4.1.pdf_1713950106.pdf
Upload any additional information	No File Uploaded

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

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

01

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

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

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

30

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

3021

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

28

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

20

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution possesses ample infrastructure and physical facilities to support the teaching-learning process, encompassing well-equipped classrooms, a Research and Translation Centre, Incubation Cells, AV Halls, Prayer Halls, Seminar Halls, Computer Labs, and Libraries. These spaces are equipped with projectors, LCDs and reliable internet connections. The Siliguri Campus features an Audio Visual Hall with 90 seats, Marengo Hall with 159 seats and an open auditorium. The Sonada Campus includes two Audio Visual Halls with a capacity of 100 seats each and an auditorium accommodating 400 seats. Both campuses are designated as Wi-Fi zones and their libraries have been digitized, contributing to the facilitation of holistic education.

The institution also boasts additional features such as a community radio, Radio Salesian 90.8 FM, a Salesian TV Studio, and a Wellness Centre. Indoor and outdoor game facilities including football, basketball, volleyball, table tennis, badminton, carroms, and chess, are available in both campuses. This extensive infrastructure is effectively utilized for various activities such as research, translations, workshops, awareness programs, training on new technologies, certificate courses, co-curricular activities, parent-teacher meetings, campus recruitment, and support for IGNOU and other competitive examinations. In essence, the institution is well-equipped with the necessary facilities for a comprehensive teaching-learning environment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/Event_records/2483/res/event%20document/Detailed%20Report/Proof%20of%204.1.1%20(2022%20-%202023).pdf_1713003838.pdf

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

Salesian College places a significant emphasis on mandatory Core Courses while concurrently prioritizing sports and extracurricular activities, fostering holistic student growth by seamlessly integrating academics with sports, games, and cultural enrichment. The campus is equipped with exceptional infrastructure dedicated to supporting these endeavours, featuring facilities for various sports such as badminton, volleyball, throw ball, basketball, and both indoor and outdoor games. Notably, the auditorium houses a volleyball court and a table tennis court. The expansive games field accommodates sports like football and cricket, complemented by a fully-equipped gymnasium.

Salesian College actively hosts sports tournaments where students consistently demonstrate excellence, earning recognition in both individual and group competitions. The institution thrives as a vibrant cultural hub, nurturing artistic talents showcased during yearly festivals and cultural activities. Beyond sports and culture, the college actively participates in national observances, featuring impressive NCC student-led ceremonies on Independence Day and Republic Day. The campus serves as a conducive space for diverse activities, including yoga sessions, self-defence workshops, and serving as a testing centre for government and university exams such as CA and IGNOU. Furthermore, the college organizes Campus Recruitment, MOUs, seminars, conferences, exemplifying its commitment to comprehensive student development across academic, athletic, and artistic domains.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/Event_records/2484/res/event%20document/Detailed%20Report/Proof%20of%204.1.2%20(2022%20-%202023).pdf_1713003950.pdf

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

63

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/Event_records/2485/res/event%20document/Detailed%20Report/Proof%20of%204.1.3%20(2022%20-%202023).pdf_1713004478.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

313.889577

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

4.2 - Library as a Learning Resource

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

- Name of ILMS software: eBLIS (Electronic Bosco Library Information System)
- Nature of automation (fully or partially): Partially
- Version: 2.0
- Operating System used: Windows
- Year of automation: 2016 (3rd December)

eBLIS (Electronic Bosco Library Information System) is a comprehensive software solution developed in-house by Bosco Soft-tech Chennai, designed to streamline and automate library administrative and management tasks. This user-friendly system offers a robust set of features to effectively manage various library functions such as budgeting, acquisition, holdings, journal management, cataloging, circulation and binding.

Key features of eBLIS include:

- Platform Compatibility: It is compatible with the .Net Framework and can run on any version of the Windows operating system.
- Integration: It can be seamlessly integrated as a plug-in with College ERP systems.
- Scalability: The software can be easily upgraded to incorporate new trends and techniques in modern library management.
- User Interface: A new theme and layout are provided to enhance the user experience and make the interface more intuitive.
- Search Functionality: Offers versatile search capabilities by keyword, title, author, class number, subject, or combinations, with a customizable search interface tailored to individual library needs.
- Stock Verification: Facilitates regular stock verification processes.
- Communication: Provides instant communication via SMS and email.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://salesiancollege.ac.in/library/

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

A. Any 4 or more of the above

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

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

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

4.249946

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

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

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

84

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

4.3 - IT Infrastructure

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

The college boasts a robust IT infrastructure, featuring an impressive array of over 200 computers and laptops accessible to both students and faculty. Demonstrating a steadfast commitment to technological advancement, the institution provides a high-speed internet connection and a diverse range of software applications tailored for teaching, learning and research. On-site IT support services contribute to a seamless experience for users. Prioritizing an enriched student journey, the college utilizes a cutting-edge learning management system, allowing online access to course materials, assignment submissions and exams. A user-friendly mobile app enhances this accessibility, providing real-time information on grades, schedules and other crucial details.

The institution's dedication to fostering faculty research is evident through subscriptions to various online databases and journals. The college has initiated an online educational platform and conducted workshops to promote IT facilities for education. Both students and faculty members benefit from access to specialized software applications for data analysis and visualization. Wi-Fi availability in staff areas, library, seminar halls and research centre enhances the convenience and accessibility of information. This comprehensive integration of technology underscores the institution's commitment to providing a dynamic and supportive academic environment, where both teaching and research thrive through the strategic use of IT resources.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/ict/

4.3.2 - Number of Computers

197

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

480.193192

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

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

Salesian College has implemented robust systems to manage its physical, academic and support facilities and detailed policies outlining procedures for maintenance and utilization on the college website. In the event of repurposing classrooms,

libraries or Computer Labs, the permission process entails informing the HoD, followed by communication with the Dean, Vice-Principal and Bursar.

Stringent measures are in place for facility access. The library, requiring identification cards and faculty presence, employs biometric identification. Written permission is mandatory for accessing Computer Labs, the Research Centre or any other facility. The college prides itself on well-equipped classrooms, seminar halls and Computer Labs featuring projectors, LCDs and internet connectivity. The entire campus is a Wi-Fi zone.

Seminar halls, equipped with projectors, facilitate various activities such as movie screenings, online seminars and webinars. The Computer Labs and Research Centre offer ample computers for student use. The institution hosts Salesian Radio and a Salesian TV studio, providing valuable opportunities for student participation. The Sports Complex In-Charge oversees lockers housing sports equipment. Daily classroom cleaning and proper closures after classes are the joint responsibilities of students and support staff. The college places a high priority on effective infrastructure management to create a conducive environment for holistic education.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/policies/sc-maintenance-policy/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

8

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

100

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://salesiancollege.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

351

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

351

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

8

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

50

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

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

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

4

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

4

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

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

The Salesian College Student Council, a democratic student body, is dedicated to fostering the comprehensive development of students. Working in tandem with the college's departments, clubs, and associations, the council operates under the guidance and oversight of faculty members. Class representatives are elected through a confidential voting process, with winners determined by a simple majority. From these representatives, the council's leadership positions—including President, Vice-President, Secretary, Joint Secretary, Treasurer, and Joint Treasurer—are selected.

Functioning as a forum for discussing matters related to the student community's well-being, both co-curricular and extra-curricular activities fall within the purview of the council. Collaborating with the college administration, the council organizes diverse initiatives such as the Salesian Model United Nations, Graduation Day, Ethnic Day, cultural festivals, and community service events. These activities are designed to enhance learning experiences, foster social engagement, and

contribute to the overall holistic growth of students.

In instances of unsatisfactory or inefficient performance, the Principal holds the authority to dissolve the Student Body or replace individual office bearers who fail to adhere to college rules or prove unworthy of their positions. Eligibility criteria for council membership are based on students' overall achievements in preceding semesters, ensuring a competent and committed student leadership.

File Description	Documents
Paste link for additional information	https://salesiancollege.ac.in/student-support/student-council/
Upload any additional information	View File

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

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

36

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

5.4 - Alumni Engagement

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

The institution boasts a vibrant Alumni Association dedicated to nurturing a mutually beneficial relationship between the institute and its alumni. The association actively supports students annually through interactive sessions, financial aid,

guidance and assistance in placement endeavours. Beyond the confines of the college, it extends its impact to society by organizing outreach activities focused on education, health, and sports. In this academic session, the association orchestrated a series of impactful initiatives, including a blood donation camp, free dental and health check-ups, and a football tournament. The 'Gift of Smile' program exemplified their commitment to community welfare, aiming to provide essential items such as food, stationery, books, and clothing to the underprivileged.

To foster a sense of belongingness, the institute arranged various events, including a Prom Night, picnic, and both online and offline get-togethers for the alumni. Notably, the Salesian College counts some of its alumni among its faculty members and administrators, exemplified by individuals like Fr. Dr. Tomy Augustine (Controller of Examinations) and Fr. Dr. Babu Joseph (Principal). This seamless integration of alumni into key roles signifies a strong bond between the college community and Alumni Association, actively collaborating to drive progress, goodwill, and the enduring vision of Alma Mater.

File Description	Documents
Paste link for additional information	https://salesiancollege.ac.in/student-support/salesian-college-alumni-association/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) C. 3 Lakhs - 4Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance structure of Salesian College is intricately aligned with its overarching vision and mission. The institution is dedicated to cultivating individuals who embody

psycho-physical maturity, intellectual competence, social sensitivity, moral uprightness, and spiritual enlightenment. Positioned as a guiding flame, the college actively engages in providing professional and social services, emphasizing justice, accountability, and collaboration. A key focus is on delivering rights-based education, particularly targeting socially disadvantaged segments of the community.

Decision-making bodies within the college, such as the Founder Body, College Governing Body, Deaneries, Departments, Administrative Offices, and Discipline Committee, operate in accordance with a perspective plan derived from the institution's vision and mission. As a private unaided and self-financed entity without state or central government financial support, the primary sources of revenue include fee collection and donations from select religious institutions. The finance committee assumes responsibility for judicious fund utilization, with expenses of a contingent nature requiring official approval from financial authorities like the Bursar, Rector, Vice-Principal, and Principals.

The college meticulously manages its budget, aligning it with developmental criteria to be utilized within specific time frames across various plan periods. This strategic financial approach ensures the institution's continued commitment to its core principles and objectives.

File Description	Documents
Paste link for additional information	https://salesiancollege.ac.in/wp-content/uploads/2023/02/HBC_2022-23.pdf
Upload any additional information	View File

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

The success of the institution is the culmination of collaborative efforts from all individuals dedicated to realizing its overarching vision. From the principal to staff and students, everyone plays a crucial role in development of the college. Adopting a participative management approach, the administration decentralizes authority, involving key stakeholders such as the founding body, governing members, principal, vice principal, dean, bursar, campus coordinators,

and department heads.

The commitment to excellence is evident in various aspects, including instructors' punctual delivery of lectures, timely completion of curriculum, recommendations for improving exam performance, and provision of an optimal teaching and learning environment. Regular department meetings and occasional staff gatherings led by principal facilitate communication and decision-making. The administration actively supports and encourages both teaching and non-teaching staff in their endeavours.

At the student level, a participatory approach extends to granting students authority in extracurricular activities, such as sports, NSS, NCC, and involvement in the student council as class representatives, contributing to their overall development. Faculty members' skills are honed through structured faculty development programs. Decision-making processes occur at department meetings, where decisions are then communicated to the principal for final approval, ensuring a cohesive approach across all levels of decision-makers in the institution.

File Description	Documents
Paste link for additional information	https://salesiancollege.ac.in/wp-content/uploads/2023/02/HBC_2022-23.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Salesian College's Sonada and Siliguri campuses have effectively executed the institution's strategic plan, subject to updates every five years. Notable enhancements include the incorporation of diverse teaching-learning resources. In Sonada, the addition of new computers and four tablets is noteworthy, alongside the establishment of a dedicated sick room for both male and female students at the Siliguri Campus. The college library has undergone substantial expansion, incorporating reading rooms and study halls.

Significant infrastructure improvements have been realized, such as the establishment of a well-equipped ICT-enabled

Internal Quality Assurance Cell (IQAC) office on both the campuses. This office features cabinets, a washroom, and a conference facility catering to 12 individuals, facilitating efficient execution of their responsibilities.

A key accomplishment aligned with the strategic plan is the expansion of Don Bosco Block at the Siliguri Campus. This extension has added 12 classrooms, laboratories, and a library, covering an approximate total area of 4500 square feet per floor. Libraries across campuses have been enriched with reading rooms, computers featuring Wi-Fi connectivity, and dedicated study halls for undergraduate and postgraduate students, faculty, and research scholars. Furthermore, the Digital library now boasts 25 computer systems with LAN connections, enhancing technological access for the academic community.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://salesiancollege.ac.in/administration/ , https://salesiancollege.ac.in/iqac/
Upload any additional information	No File Uploaded

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

Salesian College, a minority educational institution recognized by the government and affiliated with the University of North Bengal, is administered by the Salesians of Don Bosco, Kolkata Province. Catering to students pursuing studies in Arts/Humanities, Commerce, Science, and various Professional Courses at both undergraduate and postgraduate levels, the college operates under the leadership of the President of the Founder Body, who also serves as the Chairperson of the Governing Body. The day-to-day academic affairs are overseen by the Secretary, who holds the position of Principal. A Rector, along with three Vice-Principals, Campus Ministers, and three Deans (for Commerce, Management & Vocational Studies, Arts & Humanities, and Sciences), contribute to the effective management of the institution.

Executive and Campus Coordinators are appointed to handle

diverse activities within the campus, following which Heads of Departments and Student Council Members, elected by the students, contribute to the institutional structure. The recruitment process for eligible candidates is conducted through official advertisements in newspapers and the college website, and selected individuals undergo a structured induction program upon joining. Salesian College boasts accreditation from NAAC with Grade 'A' (3rd Cycle) and holds the distinction of being twice certified by the UGC for its Potential for Excellence.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://salesiancollege.ac.in/wp-content/uploads/2024/04/6.2.2-2022-23.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution is dedicated to providing comprehensive welfare measures for both teaching and non-teaching staff, ensuring their well-being and professional development. For teaching staff, a range of benefits includes additional leaves for

research purposes, financial assistance for research-related activities, travel support and coverage of membership fees for participating in Faculty Development Programs (FDPs), national & international seminars and conferences. The institution extends interest-free advance loans during urgent needs, fostering a supportive environment. Teaching staff engaged in research benefit from refresher courses and research workshops directed by esteemed professors, facilitating expansion of their knowledge and experience.

Furthermore, the institution offers orientation and training programs at both national and international levels. Non-teaching staff members receive financial support in the form of interest-free loans and advances, coupled with sound Provident Funds for financial security. The institution demonstrates philanthropic endeavours towards non-teaching staff, providing aid for housing and toilet construction and repair, financial support for children's education, scholarships, and medical treatment. Additionally, both teaching and non-teaching staff enjoy regular benefits such as sick leaves, casual leaves, and access to facilities like free Wi-Fi. The provision of clean and filtered cold and hot water for drinking further contributes to the overall well-being of staff members.

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

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

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

51

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

9

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

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

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

52

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

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

The institution places significant emphasis on recognizing the contributions of both faculty members and support staff in achieving academic success and implementing cutting-edge practices. To systematically evaluate and acknowledge these advancements, an annual Academic Audit is conducted. A well-structured, user-friendly self-appraisal system has been instituted for faculty members and staff, enabling a comprehensive review of their performance. After one year of employment at the college, each employee undergoes an annual performance review.

Faculty members and departments submit detailed self-appraisal forms, which are evaluated based on their Annual Self-Assessment for the Performance-Based Appraisal System. Promotions adhere to the UGC Career Advancement Scheme (CAS) appraisal proforma/format, relying on the Annual Performance Indicator (API) score. The Heads of Departments, Deans, Coordinators of the Internal Quality Assurance Cell, Vice-Principal and Principal play integral roles in evaluating and providing feedback on the submitted self-appraisal proforma for faculty members.

Support staff performance appraisals are overseen by the Bursars, Vice-Principals/Principal, and Rectors of the college. The institution values the contributions of both teaching and non-teaching personnel, assigning appropriate weight to these contributions in the final evaluation. Annual wage increases are aligned with the assessments of both teaching and non-teaching staff, ensuring a fair and merit-based compensation

structure.

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

6.4 - Financial Management and Resource Mobilization

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

The Bursar at Salesian College ensures the regular conduct of both internal and external audits. Internal auditors play a pivotal role as ex-officio members in the Finance, Purchasing, and Construction Committees, convening quarterly. External auditors conduct biannual visits, while monthly meetings are a norm. Acquisition requisites for various entities, including departments, committees, cells, and associations, are determined during their respective internal meetings. These decisions are then elevated to the Vice Principal/Principal, who, after observation, forwards them to the Dean for verification before submission to the Bursar.

Following events, invoices undergo scrutiny by internal auditors, and the accounts are subsequently reviewed by the Bursar, who considers bill refunds. Payments to guests follow the issuance of college payment vouchers, and the Finance Office oversees construction costs. Library acquisitions receive authorization directly from the Principal/Vice Principal/Bursar. Departments seeking to procure reading materials must secure approval from the Vice Principal/Principal. Faculty and staff enjoy the flexibility of online book purchases, with reimbursement contingent upon authentic bills. The librarian meticulously records such transactions in the software, and final statements are forwarded to the Bursar's office for accounting.

In essence, Salesian College boasts a robust and transparent procurement and screening mechanism, ensuring accountability and financial integrity.

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

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

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

1.1

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The college employs a comprehensive and transparent resource mobilization policy, employing a multifaceted strategy to ensure efficiency. Having earned twice the recognition as a CPE institution by UGC, the college taps into resources provided by UGC and affiliated bodies such as Sahitya Akademi, ICSSR, DST among others. Faculty members actively contribute to resource generation through research projects, and student fees constitute another pivotal aspect, primarily allocated for teacher salaries and educational purposes. The fee structure is intricately designed, clearly delineating all associated costs, with flexibility in payment options, including installment plans, to accommodate diverse financial situations.

Furthermore, the college leverages additional income sources from the Founder Body, alumni contributions, department-led events, and collaborations with agencies like IGNOU, NSS & NCC. A portion of the fund generated is earmarked for construction and renovation of infrastructure, prioritizing enhancements in classrooms, laboratories, libraries and other facilities crucial

for enriching learning experiences.

As a socially responsible institution, a segment of the fundis dedicated to charitable activities, including providing financial aid to underprivileged students, participating in community outreach programsand partnering with local organizations to address societal issues. The finance committee oversees both fund mobilization and responsible utilization of resources to optimize institutional goals.

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) has played a pivotal role in institutionalizing quality assurance strategies and processes, with two particularly impactful initiatives shaping the institution's quality framework. Firstly, the IQAC introduced Faculty Awards, a commendable practice recognizing teaching excellence. Faculty members, meeting six defined criteria, can be recommended by departments or self-nominate. Nominees undergo thorough screening by both the IQAC and a designated committee. This initiative serves a dual purpose, motivating faculty members to contribute to an effective academic environment and fostering holistic development for both faculty and students.

Secondly, in a bid to enhance data authenticity and management, the IQAC implemented training and reporting procedures within a customized Enterprise Resource Planning (ERP) system. This involves entering data in a specified format, ensuring uniformity and consistency across academic, non-academic, and administrative reports. Targeted training, particularly for newly appointed faculty, emphasizes universal formatting for standardized reports, contributing to streamlined data management in alignment with the institution's commitment to quality.

In addition to these practices, IQAC consistently conducts

faculty training programs, emphasizing the adoption of new teaching-learning techniques and the successful implementation of the National Education Policy (NEP), 2020. The significant contributions of the IQAC undoubtedly underpin the institution's academic excellence.

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

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

After securing Grade A in the third cycle of accreditation, the college has undertaken a series of incremental enhancements, exemplified by two notable improvements in quality and post-accreditation initiatives. Firstly, the institution has embraced a blended mode of teaching and learning, aligning with the National Education Policy. This innovative approach accommodates diverse learning styles, introduces scheduling flexibility, encourages self-paced learning, enhances digital literacy, and fosters dynamic, interactive educational experiences. The transition from the Traditional Mode of Teaching and Learning to the New Normal has been effectively executed through an Online System of Education, incorporating various e-resources and learning tools such as MOODLE and Google Meet.

Secondly, the Internal Quality Assurance Cell (IQAC) has spearheaded the implementation of Outcome-Based Teaching Learning Evaluation (OBTLE) based on the Rubrics of Outcome-Based Education, in accordance with the revised Bloom's Taxonomy. Faculty members have diligently crafted course objectives and outcomes for each subject, prominently displayed on the MOODLE platform for students. This structured system ensures that assessments directly align with the intended learning outcomes, fostering a more meaningful and effective educational experience for both educators and students. Additionally, a Self-Appraisal system has been introduced in the Enterprise Resource Planning (ERP) platform, enabling self-review and assessment.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above
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File Description	Documents
Paste web link of Annual reports of Institution	https://salesiancollege.ac.in/wp-content/uploads/2024/04/2022-23_Annual-Report.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Throughout the academic year 2022-2023, the institution actively engaged in significant initiatives to promote gender equity and sensitize its community on gender-related issues. A commitment to equitable appointments was evident in both teaching and non-teaching roles, ensuring a balanced representation of male and female members. The student council exemplified inclusivity by providing equal opportunities for both male and female students to participate.

The institution's various departments operate under ethical principles focused on equality, justice, and social responsibility. The Women's Cell played a pivotal role in executing impactful initiatives during the past years. These included organizing menstrual health and hygiene camps, workshops to strengthen self-help groups, and outreach programs in the Balasun Tea Garden. Notably, the cell spearheaded initiatives such as the 'Cancer Awareness and Prevention Program and Breast Self-Examination Education' and the 'Sherpreneurs' event, providing a platform for young women to showcase their talents, innovations, creativity, and business plans.

Collaborating with ASHA, the Women's Cell conducted a sensitization program offering valuable insights into the adolescent phase, menstrual health, and maternal health. The Department of Social Work, in partnership with Project GRL (Guide, Restore, Love), organized a one-day medical camp for women and elderly individuals in Harijan Busty, Haiderpara.

File Description	Documents
Annual gender sensitization action plan	https://salesiancollege.ac.in/Event_records/2478/res/event%20document/7.1.1%20Annual%20Gender%20Sensitization.pdf/7.1.1%20Annual%20Gender%20Sensitization.pdf_1713850612.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://salesiancollege.ac.in/Event_records/2477/res/event%20document/Detailed%20Report/7.1.1%20specific%20facilities.pdf_1712919817.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Waste generation is an inherent aspect of routine college activities, encompassing materials such as paper, plastics, glass, metals and food. To manage this, a meticulous process of segregation into Solid and Liquid waste is implemented. Administrative supervisors on each floor diligently collect, clean, segregate, and compile waste into specially designated Green and Blue dustbins. These bins, strategically placed throughout the campus, including classrooms, cafeteria and toilet corridors, are marked for dry and wet waste. Daily routines involve emptying of these bins, with separate carts efficiently transporting waste from Blue and Green dustbins to designated disposal sites.

The college produces both biodegradable (food waste, vegetable peels, leaves, etc.) and non-biodegradable waste (paper, plastics, metal cans, bags, etc.). A dedicated team ensures proper collection and disposal practices. Liquid waste, originating from canteen activities, is effectively managed through drainage facilities and a dedicated water supply system to maintain cleanliness and hygiene.

After segregation, waste is responsibly disposed of at authorized landfills. Electronic wastes, including obsolete devices like computers, monitors and battery cells, are stored for annual disposal through vendors, contributing to sustainable waste management practices. The institution places significant emphasis on Compost Awareness and Waste Management Programs, reflecting its commitment to environmental responsibility.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	View File
Any other relevant information	No File Uploaded

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

Salesian College demonstrates a committed institutional effort towards creating an inclusive campus environment, evident across various facets. Actively championing inclusivity, the college organizes events such as Gandhi Jayanti, Ambedkar Jayanti, Rabindra Jayanti, Mr. Dipjyoti's Birth Anniversary and a Webinar on Religious Practices in Himalayan Spaces. Celebrations like Bhasha Manyata Diwas (Nepali and Hindi) and common prayers further contribute to fostering positive interactions among individuals with diverse racial and cultural backgrounds.

The Deanery of Arts orchestrates Ethnic Day to recognize the importance of cultural traditions, customs and social practices. This event features programs organized by both faculty and students, including 'Cultural Expression,' where students don ethnic attire and share significant aspects of their respective cultures. Collaborating with the Traffic Police of Sonada and HELP Rehabilitation Centre, Siliguri, the college hosts a drug and traffic awareness program in the auditorium.

Additionally, Salesian College undertakes initiatives to raise health and hygiene awareness in the local community, providing necessary treatment and referrals without any discrimination based on caste, creed, color, sex, or socioeconomic background. These multifaceted endeavors collectively aim to cultivate an inclusive environment characterized by tolerance, harmony, and an embrace of cultural, regional, linguistic, communicable socio-economic and other diversities.

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

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

The college fosters a democratic environment, encouraging students to ask questions and engage in debates with both peers and faculty, cultivating an open-minded attitude crucial for developing conscientious citizens. Various programs, such as Azadi Ka Amrut Mahotsav, Van Mahotsav and Cleanliness Campaigns, aim to sensitize students and employees. Events like Independence Day, Republic Day celebrations, and seminars on topics like Agniveer Schemes, Yoga and Meditations promote patriotism, harmony and spiritual well-being. Special lectures cover diverse subjects like Space and Sciences, Sustainable Development, Suicide Prevention Day and Breast Cancer Awareness.

The institution emphasizes cultural diversity through celebrations like International Mother Language Day and Bosco Jayanti. An International Webinar on Cyber Security educates students on contemporary threats. Additional events like World Environment Day, Earth Day and initiatives such as tree plantation drives and lectures on World Water Day underscore environmental responsibilities. Women's Day celebrations highlight historical achievements, including menstrual health sessions and leadership skill lectures. The institution actively engages in social responsibilities through visits to Correctional Homes, Old Age Home Visits and initiatives like Salesian Run for Her, promoting girl education. The NSS unit conducts activities fostering responsible citizenship, addressing issues such as Human Trafficking and Substance Abuse.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://salesiancollege.ac.in/Event_records/2470/res/event%20document/Detailed%20Report/7.1.9.pdf_1712833202.pdf
Any other relevant information	Nil

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

B. Any 3 of the above

Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

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

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

The institution places a strong emphasis on recognizing both national & international events and festivals, fostering a diverse array of commemorations throughout the year. Notable observances include "Shaheed Diwas" on August 27th and a special assembly on August 18th dedicated to "Never Give Up" Day. The Nature Club organized events such as "International Literacy" Day on September 8th and "World Ozone" Day on September 16th, highlighting the institution's commitment to global awareness and environmental action. Further, the Harmony Club commemorated "World Peace" Day on September 21st and "National Cinema" Day on September 23rd.

Civic education took the spotlight on November 26th with "Constitution" Day, organized by the Department of Political Science. The Department of Computer Applications led "Safe Internet" Day on February 9th, emphasizing responsible online behavior. Societal and environmental concerns were addressed through "World Social Work" Day on March 21st and "World Water" Day on March 23rd, orchestrated by the Department of Social Work and NSS unit, respectively. The Department of Mass Communication & Journalism marked "World Press Freedom" Day on May 3rd, while the Nature Club celebrated "World Environment" Day on June 5th. This diverse spectrum of commemorations underscores the institution's dedication to holistic education

and global consciousness.

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

7.2 - Best Practices

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

The institution has successfully implemented two noteworthy practices. Firstly, the Salesian Model United Nations (SMUN) serves as an inter-college Model United Nations event, focusing on refining students' rhetorical, investigative, and diplomatic skills. The primary objectives include stimulating debates on current policies, fostering cooperation, and engaging peers in diplomatic discussions. This event demands rigorous analysis of significant social issues, with SMUNs in each campus replicating various UN committees. Over 350 participants across campuses engage in this intellectually enriching experience, supported by entities such as GTA, UNICEF, and the Press Club, Kolkata, showcasing Salesian College as a pioneer of MUNs in North Bengal.

Secondly, Radio Salesian 90.8 FM stands as a pioneering community radio established at Salesian College Sonada. This initiative aims to cultivate student radio skills with an emphasis on news coverage and promptness. Notable programs like Salesian News Asia Pacific provide summaries of Salesian News from South and East Asia. "Campus this week," a student-initiated program, covers weekly news and events at Salesian College. The success of Radio Salesian is evidenced by awards and certificates for at least 10 news assignments, some of which are published on local online portals, motivating students and contributing to their practical learning experience.

File Description	Documents
Best practices in the Institutional website	https://salesiancollege.ac.in/modern-united-nation-mun/ , https://salesiancollege.ac.in/90-8-radio-salesian/
Any other relevant information	https://salesiancollege.ac.in/Event_records/1395/res/event%20document/Detailed%20Report/Detailed%20Report.pdf , https://salesiancollege.ac.in/Event_records/1492/res/event%20document/Salesian%20Model%20United%20Nations%20Workshop%20report%20(1).pdf_1666200463/Salesian%20Model%20United%20Nations%20Workshop%20report%20(1).pdf_1666200463.pdf , https://salesiancollege.ac.in/Event_records/1914/res/event%20document/Detailed%20Report/Detailed%20Report.pdf , https://salesiancollege.ac.in/Event_records/1977/res/event%20document/SMUN%20Schedule%202023.pdf/SMUN%20Schedule%202023.pdf_1684556679.pdf , https://salesiancollege.ac.in/Event_records/1977/res/event%20document/UNICEF%20Collaboration.pdf/UNICEF%20Collaboration.pdf_1684559944.pdf , https://salesiancollege.ac.in/Event_records/1977/res/event%20document/Press%20Club%20Kolkata%20Collaboration.pdf/Press%20Club%20Kolkata%20Collaboration.pdf_1684560060.pdf , https://www.youtube.com/playlist?list=PLDnZ1DEcKn0UOhntMgFXxC5NSjOt0McwY

7.3 - Institutional Distinctiveness

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

Salesian College's performance in the realm of Print Media stands out as a testament to its unwavering commitment and emphasis. The foundation of SALESIAN COLLEGE PUBLICATION dates back to the 1950s, marking a historical milestone. The Research and Publication Centre at Salesian College boasts well-equipped infrastructure, supporting a prolific output. The publication house proudly presents a rich portfolio, including 27 journals, 40 books, 42 newsletters, 12 magazines etc.

The Salesian Journal of Humanities and Social Sciences, established in 2010, adheres to a transparent policy for manuscript and article submissions. Functioning as a double-blind peer review journal, it upholds academic standards. The college features two prominent magazines, SCSpeaks and SPARKLE, along with departmental publications such as TIST, EVOLVE, ESSENCE and DigiTrek.

The goal of Salesian College Publication endeavors to showcase that self-expression through print media serves as a catalyst for self-discovery and empowerment within specific target groups. Contributors to this publication encompass faculty members from across the globe and college's students. The officials associated with Salesian College Publication hail from esteemed educational institutions worldwide. Salesian College aligns itself with the visionary outlook of 'Pioneer' Don Bosco from the 19th century, who foresaw the essential role of Print Media in modern education.

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

7.3.2 - Plan of action for the next academic year

The IQAC has devised a comprehensive plan to ensure a fruitful and enriching academic session in the upcoming year, with the primary aim of promoting academic excellence. This encompasses enhancements in grades, specialized subject mastery and exploration of research prospects. The plan involves evaluation of students through the Continuous Internal Assessment method, segmented into three phases tailored to the unique requirements of each department.

A significant focus is directed towards attaining autonomous college status. To foster research opportunities, students will have access to various platforms such as seminars, journal writing, Elite talks, workshops and theatre lecture series. Emphasis is placed on research engagement and publication in UGC-listed peer-reviewed journals.

Academic support will be strengthened by providing access to computer labs, wellness studios, science labs, Moodle (online teaching platform) and study groups. The institution plans to

release a well-structured handbook and calendar. Efforts are underway to upgrade the ERP, expand library space, augment book collections and introduce tailored scholarships for deserving students.

To enrich teaching-learning experiences, the plan includes workshops, seminars and encouragement for faculty to pursue advanced studies like M.Phil and Ph.D. New faculty members will fill vacant positions and regular parent-teacher meetings will be conducted to monitor student progress.