INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 1)

PEER TEAM REPORT ON

INSTITUTIONAL ACCREDITATION OF
SAGAR MAHAVIDYALAYA
C-11917

SAGAR
West Bengal
743373

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA

Section I:GENERAL INFORMATION		
1.Name & Address of the institution:	SAGAR MAHAVIDYALAYA SAGAR West Bengal 743373	
2.Year of Establishment	1998	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	2	
Departments/Centres:	13	
Programmes/Course offered:	3	
Permanent Faculty Members:	44	
Permanent Support Staff:	7	
Students:	995	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. 1. Grant in Aid College with 2f & 12B status of UGC. 2. 2. Multi-Faculty College offering both UG & UG Hons programmes 3. 3. Co-education college situated in Rural area with vibrant student community	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 29-11-2023 To : 30-11-2023	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. PROF DINESH CHANDRA SHASTRI	Vice Chancellor,Uttarakhand Sanskrit University Haridwar
Member Co-ordinator:	DR. PANNURU VENKATESU	Professor,University Of Delhi
Member:	MR. GEORGE PADIKARA	Principal,Montfort College
NAAC Co - ordinator:	Dr. A.v. Prasad	

Section II:CRITERION WISE ANALYSIS	
Observations (Strengths and/or Weaknesses) on each qualitative metrices of the key Indicator under the respective criterion(This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)	

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrices(QlM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QlM	**The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment**
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QlM	*Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*
1.4	Feedback System

Qualitative analysis of Criterion 1
Being affiliated under the University of Calcutta, the institution, Sagar Mahavidyalaya follows the curriculum prescribed by the University and syllabus following Choice Based Credit System for B.A and B.Sc, since 2007 and 2015, respectively. C.B.C.S offers 16 (sixteen) core courses for Honours and the academic calendar as per the norms of the parent University and posted on the college website. Three of the faculty members are members on governing body and contribute to the development of college curriculum. The college offers both B.A Honours and B.A General are Bengali, English, Education, Geography, Political Science, History, Sanskrit and Physical Education(G) and for B.Sc general the subjects are Mathematics, Physics, Zoology, Botany, Chemistry. The curriculum is enriched with cross cutting issues like professional ethics, gender, human values, environment and sustainability. The course includes the study of natural resources with emphasis on renewable energy resources, the importance of conserving the present ecosystem, promoting biodiversity, perils of environmental pollution and raising awareness on environmental and social issues are mandatory course for all the U.G programs. To successfully complete syllabus, the teachers are using TLM, Reference books, smart class room, laboratory-based subjects, provide study materials and take class tests for evaluation for especially internal and tutorial. The slow learners are identified and remedial or special/extra classes are taking for them. Moreover, the educational excursion, field work, project work, lecture by experts is held for the experimental learning of the learners. Departmental libraries are having variety of books that can be used for enrichment and for experimental learning processes a large number of programs are organized by the departments through project or field work.

The college needs to initiate certain audit courses such as Indian Constitution, environment and ecology, disaster management course, waste management, web-designer and cyber security. It is suggested that more non-teaching staff needs recruit. |

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrices(QlM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Student Teacher Ratio
2.3	Teaching- Learning Process
2.3.1 QlM	**Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT-enabled tools including online resources for effective teaching and learning process**
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QlM	**Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**
2.6	Student Performance and Learning Outcomes
2.6.1 QlM	*Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*
2.6.2 QlM	*Attainment of POs and COs are evaluated.* Explain with evidence in a maximum of 500 words
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2
The Institution follows reservation policy of central/state government for student enrolment. The ratio of teacher- student is 1:22 Experiential teaching-learning, participative learning and problem-solving methods are used for which industrial visits, education tours, poster presentations, seminars, competitions and project work etc are given to students. The college has 44 qualified and competent teaches are with 5 Ph. D. NET / SET out of which 11 are women and 33 are men. Five faculty members are pursuing Ph.D. Regular honours and general classes are held in the respective classroom and every department takes extra classes to complete the syllabus as per University guidelines. The college has installed Wi-Fi for the teachers and the students inside the campus but though in limited way. There is an internal examination committee to look internal examination and procedure of evaluation with a weightage of 30% which includes Test - 1 & Test – 2. The faculty members are providing to students learning environment through demonstration, visual aids, organizing departmental exhibitions, field works, analyzing case studies, organizing seminars and conducting quiz competition on the subject-wise. Programme and course outcomes are to be evaluated in line with the outcome Based Education (OBE) model. The library of Sagar Mahavidyalaya is regularly updated with new resources. The examination results are displayed on the college notice board as well as the departmental notice board in time and there is a cell to address the student grievances related to examinations. Majority of the students passed from this college are doing jobs in the different organisations. The pass percentage for the UG programs needs improvement. Though the college has a large number of students, the ratio of the students and the teachers is not satisfactory, especially in Science Faculty and Physical Education. Checking on the transaction of the curriculum needs to introduce modifications as and when necessary. Faculty, particularly Science, need to more sensitized about mapping of COs and POs.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrices(QlM) in Criterion3)		
3.1	Resource Mobilization for Research	
3.2	Innovation Ecosystem	
3.2.1 QlM	**Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident**	
3.3	Research Publications and Awards	
3.4	Extension Activities	
3.4.1 QlM	**Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.**	
3.4.2 QlM	**Awards and recognitions received for extension activities from government / government recognised bodies**	
3.5	Collaboration	

Qualitative analysis of Criterion 3
The college is basically a teaching institution, hence the opportunities for raising research funding from external sources is not explored. Five faculty members have completed their Ph.D. and few have registered for the Doctoral Research Program. Faculty members are slowly involving research activities, in publications, conferences, presentations and invited talks in conference. So far, the faculty has published 18 papers in internationally reputed journals and one book chapter. The college is participated in extension activities through NCC and NSS by way of tree plantation, street plays, rallies, AIDS awareness programme. The college has received appreciation for organising blood donation camps as well as participating in Swachha Bharat Abhiyan. To honour, International Yoga Day, the NCC unit invited students from neighbouring schools as part of the extension programme. Every year, the Sagar Mela takes place in a holy location, and NSS unit actively participated and helped pilgrims, later clean the mela grounds as well. The college has signed MoUs with other institutions, however these are to be more functional and active. The Ecosystem for Innovation, Creativity and exchange of knowledge supported by dedicated centres of national reputation is inadequate.

The college has to organized National and Regional level conferences, workshops and webinars during the assessment period. To aid the faculty members doing research, the institution has to be equipped with the primary instruments and library with a number of standard reference books and provide the necessary infrastructure facilities for smooth implementation of research activities. The college needs to provide some seed money to faculty members for pursuing Research programmes. |

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrices(QlM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QlM	**The Institution has adequate infrastructure and other facilities for,** • **teaching – learning, viz., classrooms, laboratories, computing equipment etc** • **ICT – enabled facilities such as smart class, LMS etc.** **Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)**
4.2	Library as a Learning Resource
4.2.1 QlM	*Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*
4.3	IT Infrastructure
4.3.1 QlM	**Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection** *Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*
4.4	Maintenance of Campus Infrastructure

Qualitative analysis of Criterion 4

The institution has adequate facilities for teaching - learning in terms of classrooms, laboratories, computing equipment, etc

The Institution has thirty fully functional classrooms. All the classrooms are well ventilated. Three classrooms have been upgraded to smart classrooms. One meeting room is also equipped with portable projector and screen. The College has a Central Library with 13500 Books. Library automation system is in the process, but not yet operational. Some journals are also available. All the registers in the Library are maintained manually. Some departments also have small library within the department The Institution updates its IT infrastructure facilities. There is broadband connection in College Office, Principal's Room, Library and most of the departments. Upgradation is carried out from time to time on a regular basis with the introduction of software upgradation and new technology.

The Institution has 26 desktop computers, 4 laptop computers, 4 multifunctional scanner, printer & copier, 4 LaserJet printers, 1 Dot matrix printer, 5 projectors, 1 video camera with tripod, 2 smart board. The College has a sprawling campus spreading in about 3 acres of land in which Academic-Administrative facilities and playground are accommodated.

The institution has access to a large playground with galleries, situated adjacent to the college, belonging to the panchayat samithi. Library automation process has been initiated, but not yet functional. It has 13500 books in total. The campus is Wi-Fi enabled. The institution has 16 CCTV cameras in working condition for surveillance purposes. Basic IT infrastructure such as Laptops, Desktops, Laptops, Printers are available in some departments.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrices(QlM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.4	Alumni Engagement
5.4.1 QlM	**There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services**

Qualitative analysis of Criterion 5

Students are facilitated to take advantage of various scholarships available from the government, viz, Kanyashree, SVMCM, Oasis and Aikyashree.

Sitaram Jindal Scholarship also is available. In 2023, a total number of 1441 students benefited from the various scholarship facilitated by the college. In the academic year 2021-22, 382 students passed out of the institution and 58 of them have moved on to higher studies. The college has an active Student Council, who organizes various cultural and outreach programs including Blood Donation camps. Students are represented in IQAC and other committees of the institution. The Alumni Association of the college is registered and they contribute significantly to the development of the institution through non financial means. Some of the alumni of the college have joined as teaching faculty in various departments of the college.

The college has a student council appointed as per norms, since elections have been banned by West Bengal Government.

Blood donation camps are organised periodically. The college has a registered Alumni Association which supports the college in non-financially.

The Alumni Association organizes reunions of ex-students; arranges Blood donation camp and collaborates with NSS in participation and contribution in social activities.

During Amphan cyclone in 2020 and Yaas cyclone in 2021 many areas of Sagar were affected badly. The members of the association play an important role in raising fund and subsequent relief woks.

Members of the association take leading part in the college social and cultural program. The alumni also take an active role in the Foundation Day program annually organized by the college on 12th September.

The alumni helps in connecting the student's fraternity, organising social events, and raising funds for the welfare of fellow graduates and students at large. During the last five years it has contributed up to an amount of three lakhs only. The association needs activated and more functional.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrices(QlM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QlM	*The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*
6.2	Strategy Development and Deployment
6.2.1 QlM	*The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*
6.3	Faculty Empowerment Strategies
6.3.1 QlM	**The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**
6.4	Financial Management and Resource Mobilization
6.4.1 QlM	**Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**
6.5	Internal Quality Assurance System
6.5.1 QlM	**Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

Qualitative analysis of Criterion 6
Institution conducts internal and external financial audits regularly. Institution has received a total grant of 3.21 crores in the last five years towards infrastructural development and has constructed various facilities with the amount. Certificate and add on programs are not available. Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. Certificate and add on programs are not available. Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms. Incremental improvements made during the last five years are evident especially in terms of the teaching learning and infrastructural improvements. The college has visionary management and well-defined goals and plans. It is the only college in the whole island. A big percentage of students are girls, thus the institution contributes significantly towards women empowerment. Organizational structure mentioned is Governing body and college advisory committees. Decentralization and participative management may be encouraged-like in the areas of Internal Assessment, Civil construction etc. The functions of various bodies, service rules, and recruitment and promotion policies require to be documented. More subcommittees suggested for smooth functioning of administration.

E governance is yet to be adopted. Welfare measures include contributary PF, Maternity Leave etc. Further scheme will motivate the teaching and nonteaching staff, like medical insurance, gratuity, travel, children education etc. Financial support for attending conferences and membership fee for professional bodies will improve research output of the college. More faculty to be encouraged to attend refresher course, short term courses etc. The institution has to implement system for regular performance appraisal for teaching and non teaching staff. This is essential today for quality improvement in education and recommended to be |

implemented.

Internal Auditing in regularly done by Chartered Accountants, Nitin Gami & Associates and the government audit is conducted by Directorate of Public Instruction of higher education. Doesn't have strategies for mobilisation of funds and resource mobilization through alumni, stakeholders, and various self-financed courses may be encouraged.

The college has Internal Quality Assurance Cell, IQAC needs to be strengthened. Pedagogical training may be conducted from time to time. Stringent Internal Administrative and Academic Audit to be conducted. Details of quality initiative by IQAC to be documented. Quantitative Analysis of incremental improvement made during the preceding five years will help in decision making for improvement. No policy is in place for the periodic review of administrative and academic departments. For the Management, Sustenance & enhancement of quality education, measures need to be taken.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrices(QlM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QlM	**Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.** *Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*
7.1.4 QlM	**Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**
7.2	Best Practices
7.2.1 QlM	**Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual**
7.3	Institutional Distinctiveness
7.3.1 QlM	**Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

Qualitative analysis of Criterion 7
Facilities for board games and other indoor recreational activities are provided. All the staff and students are using public transport or bicycles Fifty percent of the students come to college by bicycles. The Institution organized climate change awareness program for the people of the island, so that they were forewarned about impending danger and thus were able to avoid loss of life and reduce loss of property in subsequent time of natural disasters Cultural programs were organized especially for ST/SC population in order to bring awareness for them towards advantages of education The College has taken steps to educate the people of the island regarding climate change and thus be better

prepared in times of natural disaster. Sustainable Development and issues of Climate Change are also taught in the AECC subject to all students of the college in semester 2.

The problems faced by Sagar Island are unique, which demands that centralized top-down solutions often need to be rethought before applying to local context like Sagar.

Following this thrust area, the college identified climate change awareness among the youth and community to be the specific area to focus on, and programs and strategies were devised to address the objectives of this thrust area. The long-term goal of the project was to equip the youth of Sagar to be agents of climate action in the island, and spearhead campaigns and activities which would help the community to devise local strategies while being educated about global phenomena that decide their fate in the island.

The students volunteer in various environment protection events and are the torchbearers of the goals of sustainable development in the island. Thus, the college makes constant efforts to reach to the largest section of the local population through these activities and its role in addressing the future challenges that Sagar faces in terms of climate change is widely accepted within the community as well.

The institute has facilities for gender sensitivity. The college has fully functional Collegiate Women Development Committee, who mainly organises programme for Gender sensitivity. Programmes have been conducted on women empowerment, gender sensitivity, legal awareness, women's rights and laws, crisis in safety, security and dignity of women, women self defence etc. Institute has beautiful green campus and a system of checking carbon emission, carried out by NSS and Nature club. Tree plantation programmes are carried out by students and staff expenditure for green initiative is meagre and may be increased. The college uses LED for Energy savings. All round development of students through value-based education is focussed as per the emblem of the college which carries the message 'Satyam Param Dhimahi'. The college emphasis social upliftment by community service-Empowerment of rural girls through extension activities of youth empowerment programmes and training workshops. The college takes initiative to engage with and contribute to the local community. The institutional distinctness is to attend social upliftment by empowering women through value-based education.

Section III:OVERALL ANALYSISbased on Institutional strengths.Weaknesses,Opportunities & Challenges(SWOC)(up to 500 words)
Overall Analysis
Strength:

1. The college is located in an island and the only source of higher education for giving education to the students from the extremely rural region of the state.

2. The college has more than 50% girl students Out of the total students.

3. Disciplined learning environment.

4. Participative governance and administration.

5. Adequate physical infrastructure.

6. Dedicated Teachers.

7. The NSS and NCC unit actively arrange awareness programmes during the Amphan and Yass Cyclones.

8. A green plastic free atmosphere in the campus.

Weaknesses:

1. Inadequacy of teachers as well as non-teaching staff in the aided section of the college.

2. Lack of research fund realisation.

3. Insufficient short-term courses.

4. Insufficient placement initiatives

5. Geographically disadvantage in terms of road connectivity

6. Lack of Class rooms and smart rooms.

7. The student teacher ratio is not appropriate.

8. Lack of funds and active wi-fi connection.

Opportunities:

1.Scope for Inter-institutional student exchange

2. To start more Add on / Carrier Oriented Courses to provide job opportunity.

3. Scope to initiate Entrepreneurship Development Cell

4. Scope for coaching students for competitive examinations.

5. Scope for introducing new generation programmes.

6. Enhance the collection of books, e-books and journal in the library.

7. Propose to increase its collaborations with other institutions

Challenges:

1. Filling up the vacancy positions in both teaching and non- teaching category

2. Collaborating with industry and other institutions of repute.

3. Paucity of non-salary grants for expansion of infrastructure.

4. Improve the internet connectivity which poses serious challenges in e-governance.

5. Insufficient development funds and high infrastructure.

6. Adapt to the online mode of teaching (whenever needed) and provide digital teaching materials.

7. Maintaining the safety of the infrastructure is a significant challenge.

8. Motivating to admit SC/ST/OBC students.

Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- • New generation programmes and short-term courses can be introduced.

- • Add-on enrichment certificate courses and academic skill enhancement programs can be incorporated.

- Teaching learning can be developed with latest use of ICT.

- Recruitment of more specialized teachers in science departments and laboratory technicians

- Encourage the SC/ST/OBC students to get admission in all the academic courses. Canteen facilities need to increase significantly

- Large scale solar system should be enhanced. Communication skills and computer literacy has to be enhanced among students of all streams.

- Alumni network has to be strengthened. IQAC has to be made more vibrant.

- Publication & Research Activities among teachers should be enhanced. Teachers should be financially supported to participate and present research papers in regional, national and international seminars for a better exposure.

- Learning infrastructure like books in the library, apparatus in the labs and physical infrastructure like, gym, yoga centre, hostel for boys as well as girls should be introduced.

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

03-01-2024 12:24:45

Sl.No	Name		Signature with date
1	DR. PROF DINESH CHANDRA SHASTRI	Chairperson	
2	DR. PANNURU VENKATESU	Member Co-ordinator	
3	MR. GEORGE PADIKARA	Member	
4	Dr. A.v. Prasad	NAAC Co - ordinator	

Place

Date

Sl.No	Name		Signature with date

03-01-2024 12:24:45