



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)**

Accreditation - (Cycle - 3)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
SIVANATH SASTRI COLLEGE
C-12024**

**Kolkata
West Bengal
700029**

**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:	SIVANATH SASTRI COLLEGE Kolkata West Bengal 700029	
2.Year of Establishment	1955	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	3	
Departments/Centres:	15	
Programmes/Course offered:	5	
Permanent Faculty Members:	49	
Permanent Support Staff:	9	
Students:	2674	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Old established college for girls 2. Central location with good accessibility 3. Dedicated staff and supporting governance	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 21-09-2023 To : 22-09-2023	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. PADMAJA MISHRA	FormerVice Chancellor,Rama Devi Women s University
Member Co-ordinator:	DR. SAVITA SHETE	Principal,MAULI VIDYAPEETHS MAHILA KALA MAHAVIDYALYA,
Member:	DR. AMANDEEP KAUR	Principal,GHG Harparkash College of Education for Women Sidhwan Khurd Ludhiana
NAAC Co - ordinator:	Dr. Pratibha Singh	

Section II: Metric and Criterion Analysis

Observations (Strengths and/or Weaknesses) on each qualitative metrics 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)

Criterion 1 - Curricular Aspects (Key Indicator and Qualitative Metrics (QIM) in Criterion 1)

1.1	Curricular Planning and Implementation
1.1.1 QIM	The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Qualitative analysis of Criterion 1

Sivanath Sastri College is a women's college established in the year 1955 to cater the needs of higher education of women from South Kolkata, West Bengal. The college is named after the 19th-century leader of the Bengal Renaissance, Pandit Sivanath Sastri who was a foremost leader of the Brahma Samaj Movement and worked for the spread of women's education and women's social rights. Hence this college has Vision and Mission based on these thoughts and focus for development of women.

The college is affiliated to University of Calcutta. It has 05 UG programmes : B.A. Hon's, B.A. General, B.Sc. Hon's, B.Sc. General and B.Com. Choice Based Credit and Semester System (CBCSS) have been implemented in all UG programmes as per the regulations of affiliating Calcutta University. The curriculum is given by the University at the beginning of the academic year and the college follows that. The college prepares its own calendar in tune with the University calendar. The Academic Council of the college takes all relevant decisions pertaining to the curriculum delivery, preparation of internal and tutorial exam schedules etc. The departments prepare the Pos and the Cos and upload in the website. Teaching plans and lesson plans are prepared at the department level. The college has 29 class rooms and has 17 class rooms with ICT facilities including three smart class rooms. ICT enabled teaching with PPTs is imparted as far as possible. Internal examination is conducted once in a semester besides tutorial examinations. Attendance of the students is also considered for assessment.

The CBCS syllabi of different subjects incorporate cross-cutting issues covering Gender Equity, Sustainability, Climate Change, Migration, Human Rights, Global Warming, Sustainable Development, Marginalization of the under-privileged and other related issues to make students aware of changing socio-economic realities. Students of Geography, Commerce and Environmental Studies as a compulsory subject, prepare and submit project work as part of the curriculum. Departments organized many seminars/webinars on different social issues. All second-semester students are required to study Environmental Science mandatorily and are required to prepare a project on an environment-related topic. Structured online feedback is taken annually from students and teachers to identify strengths and weaknesses of the curriculum and related issues.

Environmental study is incorporated in most of the programmes. Different programmes like health awareness, cleaning and hygiene by NSS Unit have been organised by the college to enhance societal responsible qualities among students.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences using ICT tools
2.5	Evaluation Process and Reforms
2.5.1 QIM	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 QIM	Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Qualitative analysis of Criterion 2

The college provides different ways for student centric teaching-learning such as experiential learning to the students through practical work by the departments of Botany, Geography, field work and excursion by the departments of Bengali, History and Education along with projects. Participatory learning is made through group projects, group discussions, lecture demonstrations, student seminars, assignments, sports and extra-curricular activities. Problem solving methods are also used. College has ICT facilities which are used by the teachers and students for classroom teaching, class presentations, seminars, workshops etc. Students are encouraged to deliver seminars through PowerPoint presentations , Lecture Demonstrations, Zoom and Google meet .

Being an affiliated college the internal and external assessment is followed as per the rules and regulations of Calcutta University. Compulsory Internal Assessment is carried out in each paper for Honours and General subjects in each semester. In one academic session, Internal Examinations are held twice -once for the odd Semesters and another for the even Semesters a part of the University Examination. Tutorial examinations and practical examinations are assessed internally. All departmental teachers are involved simultaneously in the viva-voce, group discussion, practical examinations to maintain an unbiased and transparent assessment system.

The institution has a grievance redressal Cell which resolves the issues in consultation with the principal and the Academic Sub-committees. The POs, PSOs and COs are communicated through college website and department notice boards and induction program. Attainment of the POs and COs are examined through multiple criteria like internal and external examination, assignments and projects, practical experiments, viva-voce, lecture demonstrations, university results and students feedback form on curriculum, progression to higher education and the absorption in the job market. Slow learners and advanced learners are identified at the department levels by various methods: formal and informal. Slow learners are given extra coaching and support while advanced learners are encouraged and peer teaching is a practice followed too.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge
3.4	Extension Activities
3.4.1 QIM	Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.
3.4.2 QIM	Awards and recognitions received for extension activities from government / government recognised bodies

Qualitative analysis of Criterion 3

The college has well qualified teachers with 44% of them having Ph.D. qualification and many others are pursuing Ph.D. There have been a number of research publications in UGC care listed and peer reviewed journals. Besides, there are publications as chapters in books and books edited and seminar/conference presentations. A couple of collaborations with other academic institutions are there and invited lectures by expert resource persons are conducted. A college funded multidisciplinary research project has been initiated. A research Journal named Noesis is recently published. However, the college does not have a research / innovation centre. A vibrant research eco system is yet to be created.

Extension activities are carried out by the NSS and by other departments also. Seminars, Workshops and Conferences have been organised by different departments. Drama workshops on the themes like Corruption, everyday problems of youth, sexual harassment are organised by the college to sensitize the students on different social issues. The college has donated Rs.60,000 to Sundarban Sramajibi Hospital, Sarberia a community-based primary healthcare centre raised through the donations received against entry, two health awareness camps are organised to sensitize the students to different health hazards and to spread community awareness.

The college has proactive NSS unit. This unit has organised many community outreach/ extension programmes like AIDS Awareness, Students' Mental Health, Psychological counselling, Thalassaemia Awareness, Thalassaemia screening camp, Wetland conservation awareness, Dengue awareness, Rallies on Disability day, visit to social welfare home, drawing competition for slum children. College has few academic and professional collaborations with colleges and consultancy services for faculty exchange, student exchange, on-the-job-training, recruitment and internship & placement.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Qualitative analysis of Criterion 4

The college is functional in a building which is shared by two other colleges in different shifts. This institution operates as a morning college and the infrastructure is shared by the other two colleges during the day and in the evening. It has adequate infrastructure facilities needed for teaching and learning like 29 class rooms, well-equipped laboratories working in small place for Geography, Botany and Computer science, Geography Museum, central Library, Conference Room; Auditorium; Botanical Garden Playground and Learning Management Software, 62 computers in departments ,Library and administrative office, Wi-Fi campus , one Staff Room and auditorium for cultural activities. ICT facilities are made available such as Portable LCD Projectors with reprographic facilities, some classrooms with smart boards and interactive boards, Seminar Hall and Conference Room with ICT facilities. College has customised LMS facility.

There is no proper outdoor playground besides a small open area and limited facilities are available for badminton, basketball, volleyball, throwball, carrom, chess and table tennis.

The Library is partially automated with an open-source library management software Koha (version 19.05), on Ubuntu 18.04 platform and has subscription to e-journal, e-ShodhSindhu, e-book and Remote access to e-resources through the UGC INFLIBNET N-LIST programme. It is equipped with PC Server, Webcam, Barcode Scanner, Barcode Printer, RFID Tag, and RFID Reader. It is a member of UGC N-LIST Consortium and the National Digital Library of India providing wide access to learning resources. The library is extremely constrained by lack of physical space.

The library has a collection of 41900 books and subscribes some magazines and news- papers. Maintenance of the campus infrastructure, computers and peripherals is under AMC. Facilities for women such as sanitary pad vending machine and incinerator are not available. Washroom facilities available for girls are inadequate.

The college has purchased 168 decimals of land as a new campus which is expected to be functional in a couple of years and much more academic expansions and other developments are expected.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrices(QIM) in Criterion5)

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**
QIM

Qualitative analysis of Criterion 5

The college is student friendly and there are various student support provisions. The LMS adopted for teaching-learning is student friendly. Many economically disadvantaged students get fees concession as needed and there is a student credit card provision too. A cheap store is there in the campus for students where a few stationary are sold at very nominal prices. Majority of the students get scholarships as per government provisions and due to active efforts of the college administration 100% of the students of this institution received Kanyashree scholarship. The College has received an award twice by the Government of West Bengal and recognized as “First-placed College in Kolkata in the field of Kanyashree implementation and disbursal of benefits to female students.” Medical services are also provided through weekly visit of a doctor to the campus is arranged. Students have received many awards in sports activity also such as Gold medals in Kickboxing and bronze in Karate to mention a few.

The college has a registered Alumni Association since 2003 named as SNSCAA. Alumni Association is active

and contributing financially and non-financially for the student support and social extension programmes. Alumni are supporting to the students through various activities such as career guidance session, expert advice for pursuing higher education. Some prizes to academic toppers are also given by the association. Apart from health issues like blood group identification camp for students, Thalassemia Testing of 100 students etc., the association has offered financial support to the departments of the college for organizing academic activities such as; national and international seminars, debates and discussions and workshops. The alumni members are involved with the NSS project of SNSC and worked closely with the teacher-student team.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance
6.2	Strategy Development and Deployment
6.2.1 QIM	The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	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 QIM	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

The vision and mission of the college reflect the ideology of the 19th Century Brahmo Social Reformer Pandit Sivanath Sastri who envisioned the inculcation of liberal emancipatory social agenda promoting democratic participation and gender equality. The Governing body is the highest decision making authority where the principal is the secretary. There are teaching and non teaching staff representatives and student representative to this body. The various bodies/committees of the college such as Governing Body, Teachers council, Academic Council, IQAC, Alumni Association etc. contributes in accordance with vision and mission statement of the college. Teaching and Non-teaching representation in the Governing Body are similarly elected by the respective categories of staff. Participatory governance and decentralisation is visible under the leadership of the principal.

The teachers are heading various bodies/committees and performing administrative responsibilities. Apart from those mentioned above, other committees like ICC, Library, Building, placement, cultural and Sports Committees etc. are also contributing for the holistic development of Institution. Participative functioning policy of the college provides autonomy to departments and various committees for their functioning. Two faculty members are BoS members of Calcutta University.

The college provides welfare facilities to the teaching and non teaching staff, like insurance scheme, leaves ,provident fund etc. as per the Government norms. In addition to this, welfare facilities are also provided by the college to the staff in the form off festival advance, Staff Benevolent Fund for the Non-teaching staff, canteen, co-operative society, concession, Wi-Fi facility etc. The promotion of the teaching staff is governed by the guidelines laid down by the UGC, Calcutta University and Government of West Bengal Service Rules.

There is no formal annual performance appraisal or self appraisal. The staff maintain their own appraisal and submit only for consideration as and when their promotion is due The principal forwards the appraisals to the government.

The College mobilises the funds from Government, management and other organisations. The major source of funding for the college is State Government, funds from UGC, RUSA and students fees. The funds have been also generated through few projects. The alumni association also provided financial assistance. Renu Dutta Scholarship for needy and meritorious students, financial support from PC Chandra Group of Industries for reprographic facilities in Library and toilet for disabled persons was received to the college.

The internal audit of the accounts and finance is conducted by a Chartered Accountant periodically while the external audit is conducted by the Government. Internal audits have been conducted annually till date and the last external audit was done in 2020. The IQAC collects feedback from stakeholders. The college has done academic collaborations and signed three MoUs for faculty and student exchange.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)

7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years
7.1.4 QIM	Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity 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 QIM	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual
7.3	Institutional Distinctiveness
7.3.1 QIM	Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Qualitative analysis of Criterion 7

The college follows regular practices for imparting institutional values starting from the orientation programme at the beginning of the academic year. Various seminars, workshops and invited talks are conducted regularly. The gender sensitization programmes are conducted among students through different departments, ICC, committees and NSS like seminar on Legal Awareness and Domestic Violence Act, Workshop on Child Sexual Abuse in collaboration with the RAHI Foundation, National Webinar on “Intersectionality Between Gender, Caste, and Class: Genesis of Gender Violence in India”, Webinar titled “Inequality, Equity and the Law: The Myth of Gender Justice in India”, Special Lecture Series “Reading Gender, Reading the Self”, “Women’s Health Awareness and Education” .During Global Pandemic, a

number of gender sensitization programmes were organized in online mode.

The college celebrates national and international Commemorative days, Events and Festivals like Independence Day Celebrations, Teachers Day Celebrations, Science Day and World Environment Day, International Mother Language Day, Birth Anniversary of Sister Nivedita, a seminar on “Sister Nivedita and the Revitalization of Indian Culture”, Acharya Prafulla Chandra Ray Memorial Day, Birth Anniversary of Pandit Ishwar Chandra Vidyasagar, birth anniversary of Rabindranath Tagore, Death Anniversary of Pandit SivanathSastri which provides an inclusive environment, tolerance and harmony towards cultural, regional, linguistic, communal, socio- economic and physical differences. The students are well trained in cultural values and is reflected in their cultural activities.

The college has conducted Energy Audit and environmental awareness workshop on energy conservation in day to day life in collaboration with Petroleum Conservation Research Association, Ministry of Petroleum and Natural Gas, Gov. of India. Rainwater Harvesting landscaping with trees and Plants, Ban on the use of Plastics and disabled Friendly washrooms are available.

NSS unit organizes various programmes to enhance the spirit of inclusiveness, such as AIDS awareness camps, eye check-up camps, Dengue and Malaria Awareness programmes, Thalassemia Awareness camp, Mental Health and Psychological Counselling, etc. Visits to Old Age Homes and studies of wetlands were also conducted. Every year a special camp takes place in local slum area. Sit and draw competitions are also held for slum children.

Two best practices of the college are:

- 1) *Promotion of the spirit of enquiry and critical thinking.*
- 2) *The making of the self towards self-Actualization through Self Expression*

The best practices are followed by engaging the students in research based activities including field works. Research methodology workshops are conducted. Students are encouraged to present seminar papers, for group discussion and peer teaching etc. The wall magazines of various departments reflect the creativity of the students and is a good forum for their self expression. Institutional distinctiveness of this women’s college is to Support and Empower Women for which the college conducts many activities, provides facilities and exposure for the students.

Section III: Overall Analysis based on Institutional strengths, Weaknesses, Opportunities & Challenges (SWOC)

Overall Analysis

Strength:

- Pioneering Women’s college offering UG programs in South Kolkata.
- Well accessible central location
- Diverse students’ enrolment.
- Participatory and flexible governance
- Registered Alumni Association since 2003 which is active and supportive.

- Good physical and IT infrastructural facilities.
- Qualified and committed faculty

Weaknesses:

- Shared college premises and space constraints.
- Low student's attendance.
- Limited options for subjects
- Weak research eco system
- Lack of industry linkages, consultancy and limited collaborations
- Limited space for indoor and outdoor sports and participation in sports activities.
- Lack of hostel facilities

Opportunities:

- May launch new courses like BCA, BCS etc. and few viable PG courses.
- Mobilization of funds through collaborations and research projects various funding agencies.
- Greater opportunities for expansion of activities at the new bigger campus.
- Innovation and incubation centres for entrepreneurship and developmental programmes.

Challenges:

- Effective implementation of NEP with existing constraints of space and fixed time and shared infrastructure
- Improving on student admission
- Introduction of skill enhancing self-financed academic programmes.
- A vibrant active placement cell
- Mobilisation of funds

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)

- Introduction of required UG courses in bio Science, few market oriented PG courses in Arts, Science and Commerce.
- A clear Strategic plan for minimum 5 years be prepared.
- IQAC be made more active and effective in quality enhancement.
- Separate office space for Principal and Teaching staff be allotted.
- Some more Teaching posts creation be considered as needed, for example in Commerce and Economics.
- Student participation in all decision making bodies be ensured.
- Short courses for employability enhancement be conducted regularly.
- Training on spoken English, communication skill and personality development be imparted to all students.
- Entrepreneurship/incubation / innovation centres may be launched and start ups be encouraged. Women centric activities like Fashion Designing, Embroidery, culinary arts like Bakery/ Confectionary, Nutrition and Dietetics, Digital marketing etc. be considered.

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

Sl.No	Name		Signature with date
1	DR. PADMAJA MISHRA	Chairperson	
2	DR. SAVITA SHETE	Member Co-ordinator	
3	DR. AMANDEEP KAUR	Member	
4	Dr. Pratibha Singh	NAAC Co - ordinator	

Place

Date