The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)*   2013-14

1. Details of the Institution

1.1 Name of the Institution   SHRI SHIKSHAYATAN COLLEGE

1.2 Address Line 1   11, LORD SINHA ROAD

Address Line 2   KOLKATA - 700071

City/Town   KOLKATA

State   WEST BENGAL

Pin Code   700071

Institution e-mail address   shikshayatan@shrishikshayatancollege.org

Contact Nos.   033-2282 6033/7296

Name of the Head of the Institution: DR. (SMT.) ADITI DEY

Tel. No. with STD Code: 033-2282 6033/7296

Mobile:

9830639872

Name of the IQAC Co-ordinator:

Dr. Nivedita Roy Barman

Mobile:

9831032135

IQAC e-mail address:

principal@shrishikshayatancollege.org

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   WBCOGN10410

OR

1.4 **NAAC Executive Committee No. & Date:**   EC/51/RAR/38
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

1.5 Website address: www.shrishikshayatancollege.org

Web-link of the AQAR: http://shrishikshayatancollege.org/AQAR2013-14.pdf

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+		2003	30.09.2008
2	2nd Cycle	A	3.16	2010	31.12.2014
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   08/04/2004

1.8 AQAR for the year(*for example 2010-11*) | 2013-14 |

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

   i. AQAR _____16.08.2012_____ (DD/MM/YYYY)
  ii. AQAR_____04.02.2013_____ (DD/MM/YYYY)
 iii. AQAR_____19.12.2013_____ (DD/MM/YYYY)
 iv. AQAR_____15.06.2015_____ (DD/MM/YYYY)

1.10 Institutional Status

   University   State ☑ Central ☐ Deemed ☐ Private ☐

   Affiliated College   Yes ☑ No ☐

   Constituent College   Yes ☐ No ☑

   Autonomous college of UGC Yes ☐ No ☑

   Regulatory Agency approved Institution Yes ☐ No ☑

   (eg. AICTE, BCI, MCI, PCI, NCI)

   Type of Institution   Co-education ☐ Men ☐ Women ☑

                  Urban ☑ Rural ☐ Tribal ☐

   Financial Status   Grant-in-aid ☐ UGC 2(f) ☐ UGC 12B ☑

               Grant-in-aid + Self Financing ☑ Totally Self-financing ☐

1.11 Type of Faculty/Programme

   Arts ☑ Science ☑ Commerce ☑ Law ☐ PEI (Phys Edu) ☐

   TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☑

   Others (Specify) | .   B.Ed. |

1.12 Name of the Affiliating University (*for the Colleges*) | UNIVERSITY OF CALCUTTA |

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University | NA |

University with Potential for Excellence | NA | UGC-CPE | NA |

DST Star Scheme | NA | UGC-CE | NA |

UGC-Special Assistance Programme | NA | DST-FIST | NA |

UGC-Innovative PG programmes | NA | Any other (*Specify*) | NA |

UGC-COP Programmes | NA |

2. IQAC Composition and Activities

2.1 No. of Teachers | 8 + 1 (Principal) |

2.2 No. of Administrative/Technical staff | 2 |

2.3 No. of students | 0 |

2.4 No. of Management representatives | 4 |

2.5 No. of Alumni | 0 |

2. 6 No. of any other stakeholder and

community representatives | 1 |

2.7 No. of Employers/ Industrialists | 1 |

2.8 No. of other External Experts | 0 |

2.9 Total No. of members | 17 |

2.10 No. of IQAC meetings held | 7 |

2.11 No. of meetings with various stakeholders:

No.   8   Faculty   6

Non-Teaching Staff   1   Students   0   Alumni   1   Others   0

2.12 Has IQAC received any funding from UGC during the year?   Yes ☐   No ✔

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. ☐   International ☐   National ☐   State ☐   Institution Level 2

(ii) Themes

> Workshop on value education.
>
> Workshop on leadership training.

2.14 Significant Activities and contributions made by IQAC

> Structured Internal Academic Audit, University Result analysis, Organising meeting with BoS at departmental level, Organising health camp for students and staff, Feedback analysis from stakeholders, Formation of Library Advisory Committee and Central Research Committee, Summer Projects by Students, Involving the alumni in monitoring hostel and canteen facilities and initiating tie-up for outdoor sporting facilities.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
- Summer projects by students - Collaboration for short term courses - Constituting Central Research Committee - Special lectures at departmental levels	- Initiated in most of the Honours departments - Collaborations with various agencies for short term courses in foreign languages and preparation for competitive examinations programmes - Central Research Committee has been formed to monitor research and consultancy activities of the institutions - Special lectures by eminent speakers from the industry and academia in all departments

• More student friendly technology for teaching-learning process	• Digitization of lessons initiated in some subjects
• Regular feedback from stake holders for quality assurance	• Feedback taken from students, alumni, parents, teaching and non-teaching staffs and analyzed for quality assurance
• Improving placement opportunities	• A dedicated space as placement cell has been assigned and the process of appointing a placement officer has been initiated
• Increase in outreach activities	• A social welfare committee has been formed for sustained community services along with the existing units of NSS, LTS and community outreach service.
• Revival of NCC units.	• NCC open cadet system restarted
• Green Audit of campus	• Awarness programme conducted by WWF to sensitize students on conducting green audit in the campus
• Rain water harvesting measures	• Talks were initiated with vendors but survey of the campus showed that it would not be economicaly viable
• Capacity building courses for teaching and non-teaching staffs	• Value education and leadership training workshops for teaching staff and stress management workshop for non-teaching staff.
• Improving library facilities	• Digitization of library resources
• Safety of the campus	• Installing fire fighting devices in all floors, CCTV cameras.
• Motivating the alumni for the development of the college	• Alumni Association activated for monitoring hostel and canteen facilities

* *Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body   Yes ☐   No ☑

Management ☐   Syndicate ☐   Any other body ☐

Provide the details of the action taken

NA

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	2			
UG	18			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	5			
Others		2		
Total	25			

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
    (ii) Pattern of programmes:

	Pattern	Number of programmes
	Semester	1
	Trimester	
	Annual	6

1.3 Feedback from stakeholders*   Alumni ☑ Parents ☑ Employers ☐ Students ☑
    (On all aspects)

    Mode of feedback   :   Online ☑ Manual ☑ Co-operating schools (for PEI) ☐

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> **NA**

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> Additional B.Com. Evening Honours Section with an intake of 200 students.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
46	23	19	-	4

2.2 No. of permanent faculty with Ph.D.

> 20

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
						11		11	

(Contractual - 4, Fixed Part Timer – 7)

2.4 No. of Guest and Visiting faculty and Temporary faculty   78   7   35

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	8	7
Presented papers	3	8	3
Resource Persons	-	1	6

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Digitization of lessons, Smart boards, Internships, Summer projects.

2.7 Total No. of actual teaching days

184

during this academic year

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,
Double Valuation, Photocopy, Online Multiple Choice Questions)

Open Book Examination,
Online Multiple Choice Questions

2.9 No. of faculty members involved in curriculum
restructuring/revision/syllabus development
as member of Board of Study/Faculty/Curriculum Development workshop

2 – BOS member

2.10 Average percentage of attendance of students

B.A.+B.Sc.: 70-75%, B.Com.: 65-70%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	195		6	152	6	100
B.Sc.	94		29	59	6	100
B.Com.	506		331	130	6	100
BBA	45		12	16	17	100
B.Ed. (* Grades)	93		-	-	-	100
M.A.	30		7	93	0	100
M.Com.	38		50	50	0	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Initiated External Academic Audit, Structured Internal Academic Audit, University Result analysis, Organisational meeting with BoS, Feedback analysis, Foundation of LAC, Online exam, Summer Projects by Students.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	-
HRD programmes	46
Orientation programmes	-
Faculty exchange programme	-
Regional Staff training conducted by the university	1
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	21
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	2			
Technical Staff	46	2	3	

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Formation of Central Research Committee

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1	1	
Outlay in Rs. Lakhs		20 lakhs	20 lakhs	

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	3	1
Outlay in Rs. Lakhs	107000	113500	296500	107000

3.4   Details on research publications

	International	National	Others
Peer Review Journals	7	27	3
Non-Peer Review Journals	-	10	11
e-Journals	5	1	-
Conference proceedings	2	6	4

3.5 Details on Impact factor of publications:**NIL**

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (Rs.)	Received (Rs.)
Major projects	2014-17	National Tea Research Foundation	20,00000	
Minor Projects	2011-13 2012-14	UGC	107000 113500	220500
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*	2013-14	College	28,109	28,109
Any other(Specify)				
Total			2,248,609	248,609

3.7 No. of books published   i) With ISBN No. | 4 | Chapters in Edited Books | 8 |

ii) Without ISBN No. | 1 |

3.8 No. of University Departments receiving funds from: **NA**

3.9 For colleges   Autonomy | X | CPE | X | DBT Star Scheme | X |

INSPIRE | X | CE | X | Any Other (specify) | X |

3.10 Revenue generated through consultancy

<div style="border:1px solid">NIL</div>

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	1	1	1		
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons   5

3.13 No. of collaborations   International [ ]   National [ ]   Any other [ ]

[ ]

3.14 No. of linkages created during this year   **X**

3.15 Total budget for research for current year in lakhs :

From Funding agency   1, 10,500   From Management of University/College   50,000

Total   1, 60,500

3.16 No. of patents received this year   **NIL**

3.17 No. of research awards/ recognitions   received by faculty and research fellows
Of the institute in the year - **NIL**

3.18 No. of faculty from the Institution
who are Ph. D. Guides   1
and students registered under them   1

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) – **NA**

3.21 No. of students Participated in NSS events:

University level   100   State level [ ]

National level [ ]   International level [ ]

3.22 No. of students participated in NCC events: **NONE**

3.23 No. of Awards won in NSS: **NONE**

3.24 No. of Awards won in NCC: **NONE**

3.25 No. of Extension activities organized

University forum [ ] College forum [7] (Community Outreach Unit &Social Welfare Committee)

NCC [ ] NSS [2] Any other [5] (LTS)

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social

Responsibility

Regular extension activities and Institutional Social Responsibilities:
NSS activities include "Each One Teach One" project in collaboration with CINI ASHA; Service at St Joseph's Old Age Home; Service at "Shishu Bhavan" the orphanage of The Missionaries of Charity; Save the Children Project; social welfare activities in collaboration with CRY; Cancer and AIDs awareness, child rights, voting rights, drug abuse etc, Distribution of clothing and other necessary items are done regularly in the Motijheel slum , Blood Donation camps organized by the Community Outreach Service Unit of the B.Ed. Department in collaboration with the Association of Voluntary Blood Donors of West Bengal.
LTS organizes "Ignite" a winter carnival - students raise funds to buy sewing machines and tricycles for distribution among the underprivileged.Participates in carnivals organized by Little Sisters of the Poor and contributes.
SWC participated in "Talking Book Project" in collaboration with Blind Boys' Academy, Ramakrishna Mission, Narendrapur, Manovikas Kendra, service to street and slum in collaboration with The Hope Foundation, Kolkata (Nabadisha Project) ,
Students' Council of the institution is actively involved in collecting funds every year for Bengal Tuberculosis Association
Fund raising initiatives - National Foundation for Communal Harmony, Ministry of Home Affairs; contribution to the Uttarakhand Relief Fund through Belur Math, Ramakrishna Mission.
Community Outreach Service Unit worked in collaboration with Pratibandhi Kalyan Kendra, Sharehouse charitable trust, Association of voluntary blood donors and Khelaghar for helping the

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Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	7138.579 Sqmt.	0	Internal	7138.579 Sqmt.
Class rooms	55	0	Internal	55
Laboratories	3	1	Internal	4
Seminar Halls	0	1	Internal	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	2	Internal	2

Value of the equipment purchased during the year (Rs. in Lakhs)		25,64,776.00	Internal	2564776.00
Others				

4.2 Computerization of administration and library

> ➢ Library module of IRP software.
>
> ➢ Computerized management of library operation.
>
> ➢ Computer based retrieval of information.
>
> ➢ Bar coded issue and return.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21006	3797550	1336	656125	22342	4453675
Reference Books	18585	3582278	683	541974	19268	4124252
e-Books	X	X	X	X	X	X
Journals	34	62463	X	X	34	62463
e-Journals	7	16160	X	X	7	16160
Digital Database	X	X	X	X	X	X
CD & Video	203	19944	11	640	214	20584
Others(specify) 1.Magazine 2. NLIST 3.Newspaper	17 1 12	40602	1 (DELNET)	16500	31	57102

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Office	Depart-ments	Others
Existing (up to June 2013)	502	8 Labs Laptops-175 Workstations-82 MAC-2	4	14 Desktops + added in One new Browsing Centres Workstation	14 Desktops + added in 1 New Workstation	Laptops-90 Desktops-19 (Replaced existing desktops Workstations-10)	Laptops-17 Desktops-58 Lib Corridor-12 B.Ed. Wings-9
Added	26 (I-Mac			(Replaced existing	(Replaced existing		

	+ Mac Pro)	0	0	desktops with Workstation)	desktops with Workstation)	0	0
Total	528	0	4				

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Upgraded computers

- Laptops to faculty

- Introduction of OPAC

- Internet access of library resource

- DLENET & INFLIBNET

- Library e-resource access

- SPSS

- Training on smart board usage

- Upgraded IRP

- Training of library staff

4.6 Amount spent on maintenance in lakhs :   7,52,483.8

   i) ICT

   ii) Campus Infrastructure and facilities   19,40,945.70

   iii) Equipments   5,76,595.57

   iv) Others   17,80,498.18

          Total :   50,50,523.26

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Tie-ups with agencies providing PG facilities , Suggested improvement & monitoring canteen facilities, Facilities for outdoor sporting activities, organised health camps, Provision for discounted health check-up facilities.

5.2 Efforts made by the institution for tracking the progression

> Updated databank on students' progression at departmental level.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2876	233	0	115

(b) No. of students outside the state

405

(c) No. of international students

6

Men

No	%
X	X

Women

No	%
	100

Last Year   This Year

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3054	28	11	06	1	3099	3171	32	14	06	1	3224

Demand ratio   1:4   Dropout rate   6.24%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> The institution has a tieup with Roads Academy and Collegify for preparing students to appear for GRE/GMAT examinations

No. of students beneficiaries

5.5 No. of students qualified in these examinations | **NA** |

NET [ ]   SET/SLET [ ]   GATE [ ]   CAT [ ]

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others [ ]

5.6 Details of student counselling and career guidance

Date	Particulars	Conducted by
06.08.2013	Soft Skills Development	IBS (ICFAI)
13.09.2013	Seminar on "Management Education"	At the MBM Department, University of Calcutta
17.12.2013	Gandhian Fellowship Programme	Piramal Foundation
09.01.2014	"Emerging Careers in Management and how to ensure success"	Calcutta Business School
28.01.2014	"Interview Master Class"	Bodhitree collaborated with T2
30.01.2014	"Basics of Finance" Introducing students to savings, investment, bank deposits, mutual funds, and Asset Allocation	International College of Financial Planning

No. of students benefitted | - |

5.7 Details of campus placement

	On campus		*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	17.2% (employed)

5.8 Details of gender sensitization programmes

Gender sensitization has always been one of the major concern areas of the Women's Forum. Keeping this in mind celebration of Women's Day was initiated. A poster competition titled "Women and creativity" was organised on 20th March,2014. Students participated in a panel discussion with same title. On 3rd April,2014 a Power Point Presentation was delivered by Dr. Sohini Dhar highlighting the contributions and legacy of the contemporary Women Painters and Sculptors of Bengal. It was followed by a street play by the students highlighting issues like child abuse, transgender, and sexual harassment.

5.9 Students Activities

    5.9.1   No. of students participated in Sports, Games and other events

        State/ University level   6   National level   6   International level   X

        No. of students participated in cultural events

        State/ University level   X   National level   X   International level   X

    5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level   17   National level   International level

Cultural: State/ University level   National level   International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	44	6,60,000/-
Financial support from government	28	58,500/-
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   : State/ University level   X   National level   X   International level   X

Exhibition: State/ University level   X   National level   X   International level   X

5.12   No. of social initiatives undertaken by the students   14

5.13   Major grievances of students (if any) redressed: Canteen Services; Clean Washrooms

Criterion – VI

6. Governance, Leadership and Management

6.1

VISION: To impart, promote and spread holistic education among girls to make them self - reliant and responsible members of the community

MISSION:

- Empowerment of women in an environment of multiculturalism and egalitarianism

- To uphold universal, moral and social values

- To make the students globally competent through development of communication skills and use of modern technology

- To develop commitment towards preservation of environment and sustainable development

6.2 Does the Institution has a management Information System

Yes, the organisation has MIS in place. The entire administrative functions are based on computer based systems. Many computer based processes are in place which help in organising , evaluating and analysing to enable informed decision making. and management of the organisation.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Introduction of summer project in M.Com. curriculum.

6.3.2 Teaching and Learning

- Digitisation of lessons

- Smart board training

6.3.3 Examination and Evaluation

- Online examination

- Open book examination

6.3.4 Research and Development

- Establishment of Research Committee

- Introduction of students' summer project

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Installation of DELNET

- Interactive projects

- Renovation of classrooms and

- State of the art AV room

6.3.6 Human Resource Management

Human Resource Committee instituted for quality management; Human Resource planning on the basis of departmental workload; Timely recruitment of teaching and non-teaching staff; Facilitating timely promotion of UGC staff; Providing timely increment to college appointed staff; Empowerment of faculty by facilitating training and development programmes; Capacity building workshops for non-teaching staff; Leadership building through rotational headship among all fulltime faculty; Various practices to encourage participative management; Welfare measures for staff.

6.3.7 Faculty and Staff recruitment

Contractual Full timers for B.Com evening, part time for B.Com evening, Part time in Mathematics, Guest Faculty in History, Political Science and English.

6.3.8 Industry Interaction / Collaboration

Enhanced institution–industry interface.

6.3.9 Admission of Students

On-line admission.

6.4 Welfare schemes for

Teaching	✔
Non teaching	✔
Students	

6.5 Total corpus fund generated

> NA

6.6 Whether annual financial audit has been done   Yes [✔]   No [ ]

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Experts from Academia and Industry	Yes	Principal
Administrative				

6.8 Does the University/ Autonomous College declares results within 30 days? **NA**

For UG Programmes   Yes [ ]   No [ ]

For PG Programmes   Yes [ ]   No [ ]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

> **NA**

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

> **NA**

6.11 Activities and support from the Alumni Association

> The Alumni Association co-ordinates with IQAC to put into place measures such as setting up a canteen and monitoring hostel facilities. Alumni responses and observations of parents taken into consideration for improving quality

6.12 Activities and support from the Parent – Teacher Association

> **NA**

6.13 Development programmes for support staff

> Capacity building workshops measures for non-teaching staff, Welfare measures for staff, Providing conveyance allowance, lunch allowance, winter and summer uniforms etc. to each member of Group D staff

6.14 Initiatives taken by the institution to make the campus eco-friendly

> - Eco-friendly AC
> - LED lights
> - Green Audit

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> - Digitization of lessons,
> - Digitization of the Library,
> - Short term certificate and add on courses like introduction of foreign language courses have been introduced to increase the potential for employability and global competence,
> - Capacity building workshops for teaching and non-teaching staff
> - Summer projects and special lectures for students
> - Formation of Library Advisory Committee and Central Research Committee
> - Installation of fire fighting devices and CCTV cameras in all the floors of the college campus
> - Installation of 4 electrical panels for uninterrupted and stable power supply in the campus
> - Alumni Association activated for monitoring hostel and canteen facilities

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Summer projects initiated in most of the honours departments
- Collaborations with various agencies for short term courses in foreign languages and preparation for competitive programmes
- Central research committee has been formed to monitor research and consultancy activities of the institutions
- Special lectures by eminent speakers from the industry and academia in all deoartments
- Digitization of lessons initiated in most subjects
- Feedbacks taken from students, alumni, parents, teaching and non-teaching staffs and analyzed for quality assurance
- A dedicated space as placement cell has been assigned and the process of appointing a placement officer has been initiated
- A social welfare committee has been formed for sustained community services along with the existing units of NSS, LTS and community outreach service.
- NCC open cadet system started
- Awarness programme conducted by WWF to sensitize students on conducting green audit in the campus
- Talks were initiated with vendors but survey of the campus showed that it would not be economicaaly viable
- Value education and leadership training workshops for teaching staffs and stress management workshop for non-teaching staffs.
- Digitizations of Library
- Installing fire fighting devices in all floor.
- Installing four electric panels for stable power supply
- Alumni Association activated for monitoring hostel and canteen facilities

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

1. Extensive use of ICT for quality enhancement of the institution
2. Sustained Community Service

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

- Eco-friendly AC
- LED lamps fitted in one floor
- Institutional membership of WWF - India

7.5 Whether environmental audit was conducted?   Yes ☐ ✔   No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis

SWOC ANALYSIS	
STRENGTHS	**WEAKNESSES**
- Linguistic minority college; multicultural student diversity and an apolitical environment - Good governance system with proactive management to ensure overall quality enhancement of the institution - Highly motivated academic and administrative teams - Wi-Fi campus with excellent ICT infrastructure - Open access and fully automated library 100% success rate with meritorious positions in University examinations	- Space constraint considering number of programs and student strength - Absence of in house hostel facilities - Scope for improvement in career guidance and placement services
OPPORTUNITIES	**CHALLENGES**
- More PG, Certificate and self-financing courses - Tie-ups to be looked into with industries and reputed organizations for enrichment of skills and practical trainings of students	- To have a more spacious campus in future - To introduce more UG courses in new emerging areas of science and PG courses in more disciplines within this limited space

Name: Dr. Nivedita Roy Barman   *Name : Dr. Aditi Dey*

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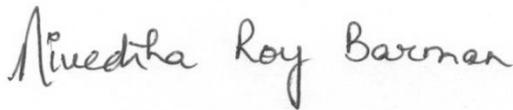
Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
COSU	-	Community Outreach Service Unit
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
LTS	-	Leadership Training Services
NET	-	National Eligibility Test
NSS	-	National Social Service
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
SWC	-	Social Welfare Committee
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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