

# 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)

2016-17

### I. 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:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

**OR**

1.4 NAAC Executive Committee No. & Date:   
(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:

Web-link of the AQAR:

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	1 <sup>st</sup> Cycle	B+		2003	30.09.2008
2	2 <sup>nd</sup> Cycle	A	3.16	2010	31.12.2014
3	3 <sup>rd</sup> Cycle	A	3.24	2016	05.11.2021
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted 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)

1.9 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

(e.g. 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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

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 ( <i>Specify</i> )	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	29

2.11 No. of meetings with various stakeholders: No.  Faculty   
Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes No  
If yes, mention the amount

2.13 Seminars and Conferences (only quality related): NA

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Structured Internal Academic Audit, University Result analysis, Sustained co-ordination of the activities of Library Advisory Committee and Central Research Committee, Tie-up with an organisation for hostel facility of our students, Students' summer projects, Green audit of the campus undertaken, annual analysis of the students' feedback.

## 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
<ul style="list-style-type: none"> <li>• Preparation for the impending NAAC visit</li>   <li>• Setting up of the solar panel</li>   <li>• Continued summer projects by students</li>   <li>• Recruitment of placement officer</li>   <li>• Annual green audit of the campus</li>   <li>• Enhanced ICT usage in teaching-learning</li>   <li>• Continued interaction and promotion of activities of the Central Research Committee with IQAC</li>   <li>• Collaborations with different institutions and organisations</li>   <li>• Increase in outreach activities</li> </ul>	<ul style="list-style-type: none"> <li>• NAAC visit in the campus during 15-17<sup>th</sup> September, 2016</li>   <li>• Re-accredited in the 3<sup>rd</sup> cycle with a CGPA score of 3.24</li>   <li>• Solar panel installed in the roof-top of the campus</li>   <li>• Undertaken by some of the departments</li>   <li>• New placement officer recruited</li>   <li>• Green audit of the campus undertaken</li>   <li>• Lecture capture devices installed in classrooms</li>   <li>• Lectures by faculty members and invited speakers recorded</li>   <li>• Regular interface maintained</li>   <li>• Four publications by the college have procured ISBN Nos.</li>   <li>• Student collaborations with the Departments of Botany and Geography with Wild Roots</li>   <li>• Student collaboration with the Department of Political Science and Department of Social Work, Visva-Bharati University</li>   <li>• Sustained community services by NSS, LTS, Social Welfare Committee and Community Outreach Service Unit.</li> </ul>

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

#### I. 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			
<b>Total</b>	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.

NA

## 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
1	1					11		12	1

(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	0	1	6

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

- Lecture Capture method in classroom teaching
- Dramatisation, Recitation, Creative writing in classroom
- Student research collaboration with Wildroots
- Academic extension activity on a collaborative basis
- Use of ICT
- Orientation lecture before institutional visit

2.7 Total No. of actual teaching days during this academic year

184

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
- MCQ based Online Examination
- Internal Assessment
- Mock Examination
- Tutorial
- Peer Evaluation (Students correcting each other's scripts)

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

3

2.10 Average percentage of attendance of students

B.A.+ B.Sc.-70 -75%, B.Com.- 65 -70%, B.B.A-60-65%, M.A.- 60% , M.COM.- 75 - 80% , B.ED. – 95%

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.	169	0	2.36	96.4	1.18	100
B.SC.	100	0	31	62	3	96
B.B.A.	54	0	37	28	35	100
B.COM. (MOR.)	514	0	44.74	38.91	0	99.8
M.A.	58	0	6.89	93.1	1 (D)	98.27
M.COM.		0	34.5	60	0	94.55
B.ED	NO RESULTS					

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

Annual internal academic audit, University result analysis, feedback analysis, Online Examinations, summer projects by students, regular interface with the Library Advisory Committee and Central Research Committee.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	3
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	5
Others	0

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

Continuous interface with Central Research Committee as a nodal unit for research promotion in the institution, continued student summer projects and its publication in IMPACT, encouraging students' collaboration with various institutions and organisations

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1		
Outlay in Rs. Lakhs		RS. - 20,00000/-		

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	2	1
Outlay in Rs. Lakhs	135000	90000	225000	135000

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals / e-Journals	5	10	2
Non-Peer Review Journals	0	2	1
Conference proceedings	1	4	3

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

#### 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	2016-17	UGC	125000	90000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>	2016-17	College	10158	10158
Any other(Specify)				
Total			2135158	100158

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges  
Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	National	College
	Number	2	18
	Sponsoring agencies	UGC	College

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year	Type of Patent		Number
	National	Applied	NIL
Granted			
International	Applied		
	Granted		
Commercialised	Applied		
	Granted		

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

Total	International
1	1

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

### 3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="4"/>	
NCC	<input type="text"/>	NSS	<input type="text" value="2"/>	Any other
				<input type="text" value="5 - NEN"/> <input type="text" value="2 - Debate Society"/>

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

- Installation of Water Purifier in rural school of west Bengal during the coming session by LTS
- A 7 day special camp was organised in College for the children of Motijheel Slum area and its proposed to be continued in future by NSS
- Proposal for membership of the Nature Club of the College with WWF

## 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.	-	19	Internal (17) State Govt Grant (2)	19
Value of the equipment purchased during the year (Rs. in Lakhs)		3370892	Internal/ State Govt Grant	3370892
Others				

#### 4.2 Computerization of administration and library

Library: General and B.Ed.

1. Library Management System (IRP) is used
2. Computerised book accessioning
3. Issue – Return bar-coded
4. Web OPAC
5. DELNET & INFLIBNET facilities available
6. Partial report generation
7. Computerized management of library operation
8. Computer based retrieval of information

#### 4.3 Library services:

- General Library

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value	No.	Value
Text Books	97	56445/-	781	705851/-	878	762296/-
Reference Books	79	72062/-	9	23713/-	88	95775/-
e-Books	-	-	-	-	-	-
Journals	39	33588/-	2	2000/-	41	35588/-
e-Journals	10	55566/-	-	-	10	55566/-
Digital Database	2	16500/-	-	-	2	16500/-
CD & Video	130	25021/-	-	-	130	25021/-
Others (specify)	12 -Newspapers	18606/-	-	-	12	18606/-
	16 -Magazines	23899/-	4	2232/-	20	26131/-
			2-Year Book	950/-	2	950/-

• B.Ed. Library

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	217	41852/-	60	7330.75/-	277	49182.75/-
Reference Books	18	9090/-	48	29655.38/-	66	38745.38/-
General Books	40	9932.75/-	24	7044.30/-	64	16977.05/-
e-Books	-	-	-	-	-	-
Journals	7	2360/-	8	2820/-	15	5180/-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	7 (Purchased) 5 (Gifted)	3493/-	-	-	7 5	3493/- -
Others (specify)	Wall Map	610/-	-	-	9	610/-
	Periodicals	9061/-	13	6811/-	26	15872/-
	Photographs (Gifted)	-	62	-	93	-
Gifted Books	Text		6	-	6	-
	Reference		2	-	2	-
	General		1	-	1	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Office	Departments	Others	
Existing	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	Existing (up to June 2013)
Added	26 (I-Mac + Mac Pro)	0	0	(Replaced existing desktops with Workstation)	(Replaced existing desktops with Workstation)	0	0	Added
Total	528	0	4					Total



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
- Library e-resource access through DELNET & INFLIBNET
- SPSS software available
- Training on smart board usage
- Upgraded IRP
- Training of library staff

4.6 Amount spent on maintenance in lakhs :

i) ICT	54,19,257.32
ii) Campus Infrastructure and facilities	13,76,034.84
iii) Equipments	8,24,514.75
iv) Others	2,10,925.45
<b>Total :</b>	<b>78,30,732.36</b>

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Tie-up with a private hostel with pickup and drop facilities for students, improved and affordable canteen facilities, sustained tie-up for outdoor sporting facilities, tie-up with an established health service provider in the neighbourhood

## 5.2 Efforts made by the institution for tracking the progression

- Evaluated answer scripts and observations of college examinations are communicated to and discussed with parents of current students (both at departmental level and by the Principal)
- Awarding ex-students for their outstanding contributions and achievements on the College Foundation Day, departments are encouraged to keep a databank of their alumni, interface with ex-students of some departments who have achieved success in their respective fields of study

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3652	220	0	180

(b) No. of students outside the state

597

(c) No. of international students

2

Men	No	%	Women	No	%
	X	X			100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3171	32	14	06	1	3224	3892	103	13	44	0	4052

Demand ratio **1: 3.5** Dropout rate **4.37 %**

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

- NET / SET / SPSS Coaching in classes by M.Com. Department
- The institution has a tie-up with Roads Academy and Collegify for preparing students to appear for GRE/GMAT examinations

No. of students beneficiaries

60

### 5.5 No. of students qualified in these examinations

NET	3	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	1 (GRE)

## 5.6 Details of student counselling and career guidance

Career fairs have been organised twice during the session, regular interaction and orientations are provided to interested students by the in house as well as external experts

No. of students benefitted

3,000 approx

## 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
9	250	87	30

## 5.8 Details of gender sensitization programmes

Seminar on “Gender Based Violence and Social Entrepreneurship” – 140 Participants, Speaker – Amrita Dasgupta and Kanchan Gaba

## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  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	69	12,73,000/-
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  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Canteen services, clean washrooms, Library services, improved common room facilities

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

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 helps in organising, evaluating and analysing to enable informed decision making and management of the organisation. Continuous up-gradation is done as per requirement.

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

### 6.3.1 Curriculum Development

NA

### 6.3.2 Teaching and Learning

- Regular workshops organised by some departments
- Special lectures by eminent speakers organised by different departments
- Special lectures are being recorded and archived
- Inter-departmental quiz and poster competitions
- Wall-Magazine
- Developed standardised instructions for pedagogy and statistics and practical work by organising teacher's workshop
- Field trips and enrichment programmes by different departments

### 6.3.3 Examination and Evaluation

- Open Book Examination
- MCQ based Online Examination
- Internal Assessment
- Mock Examination
- Tutorial
- Peer Evaluation (Students correcting each other's scripts)

#### 6.3.4 Research and Development

- Sustained activities of the Central Research Committee
- Ongoing students summer project with institutional seed money
- Organising National and International Seminars, Workshops and Symposia funded by College and other recognised funding agencies
- Special lectures by eminent speakers organised by different departments
- Some special lectures have been recorded
- Encouraging faculty research through projects funded by recognised funding agencies
- Seed money for faculty research

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Installation of IRPC, lecture capture, renovation of infrastructure, vending machines, installation of fumigation chamber in general library
- Procurement of instruments by different departments

#### 6.3.6 Human Resource Management

Human Resource Committee works for general quality management, planning done on the basis of departmental workload, timely recruitment of teaching and non-teaching staffs, facilitating timely promotion of UGC staff, providing timely increment to college appointed staff, organisation of faculty training and development programme, welfare measures for staffs.

6.3.7 Faculty and Staff recruitment

Continuous recruitment of teaching and non-teaching staff (all categories) done as per requirement.

6.3.8 Industry Interaction / Collaboration

Enhanced industry-institution interface

6.3.9 Admission of Students

- Online Admission Process
- GDPI based selection and admission in BBA and B.Ed. Course

6.4 Welfare schemes for

Teaching	✓
Non teaching	✓
Students	✓

6.5 Total corpus fund generated

Rs. - 3, 00, 00,000/-

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	NAAC peer team visit for 3 <sup>rd</sup> Cycle (CGPA 3.24)	Yes	Principal
Administrative				

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

For UG Programmes: NA                      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

- Donation of books to the General Library
- Monitoring hostel facilities

6.12 Activities and support from the Parent – Teacher Association

NA

6.13 Development programmes for support staff

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

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

Green Audit 2016 done and submitted



## 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.

- Lecture capture of regular classes
- Lecture capture of special lectures by eminent speakers
- Lecture capture training sessions for B.Ed. students

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

- Summer projects continuing in most of the departments
- Central research committee is working towards enhancing research and consultancy in the institution
- Special lectures by eminent speakers from the industry and academia in all departments which are being recorded
- Lecture capture devices are being used for some classes
- Feedback taken from various stakeholders
- Active placement cell conducting regular campus-in, career fairs
- Sustained community service by NSS, LTS, SWC and COSU.
- NCC open cadet system in place
- Orientation programme conducted by WWF
- Value education workshop conducted for B.Ed. students.
- Workshop on SPSS conducted for students of Commerce stream
- Workshops on gender sensitization and entrepreneurship through peer learning

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

- |                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| <ol style="list-style-type: none"> <li>1. Forest week celebration</li> <li>2. Green Legion Walk (Decomposition of waste)</li> <li>3. E-Panorama (World Tree / Water and Sparrow Day)</li> <li>4. Earthusiasm (Earth day celebration)</li> <li>5. Orientation lecture about the activities of WWF</li> <li>6. Dia-Verde (World Environment Day celebration)</li> <li>7. Annual Green Audit of the campus</li> </ol> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

7.5 Whether environmental audit was conducted?    Yes     No

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

<b><u>SWOC ANALYSIS</u></b>	
<b>STRENGTHS</b>	<b>WEAKNESSES</b>
<ul style="list-style-type: none"> <li>• Linguistic minority college; multicultural student diversity and an apolitical environment</li> <li>• Good governance system with proactive management to ensure overall quality enhancement of the institution</li> <li>• Highly motivated academic and administrative teams</li> <li>• Wi-Fi campus with excellent ICT infrastructure</li> <li>• Open access and fully automated library</li> <li>• 100% success rate with meritorious positions in University examinations</li> </ul>	<ul style="list-style-type: none"> <li>• Space constraint considering number of programs and student strength</li> <li>• Absence of in house hostel facilities</li> </ul>
<b>OPPORTUNITIES</b>	<b>CHALLENGES</b>
<ul style="list-style-type: none"> <li>• More PG, Certificate and self-financing courses</li> <li>• Tie-ups to be looked into with industries and reputed organizations for enrichment of skills and practical trainings of students</li> <li>• Enhanced in-campus placement opportunities</li> <li>• To explore newer avenues for research both for faculty and students</li> </ul>	<ul style="list-style-type: none"> <li>• To have a more spacious campus in future</li> <li>• To introduce more UG courses in new emerging areas of science and PG courses in more disciplines within this limited space</li> </ul>

## 8. Plans of institution for next year

- To send proposal for an IQAC conducted seminar funded by UGC
- Structured, regular industry-academia interface
- To enhance environment friendly practices in the campus
- Inter-departmental exchange programmes
- Counselling workshops for students
- Gender sensitization, soft skills and value education workshops for students and staff
- Seminars and workshops to be organized funded by recognized funding agencies
- Enhanced social outreach impact
- Sustained and extensive usage of ICT
- Faculty to discuss on their respective field of expertise with the students on a quarterly basis

Name Smt. Suchhanda Ghosh

*Suchhanda Ghosh*

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*Signature of the Coordinator, IQAC*

Name Dr. (Smt.) Aditi Dey

*Aditi Dey*

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*Signature of the Chairperson, IQAC*

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