

**ANNUAL QUALITY ASSUARANCE
REPORT (AQAR)**

**SHRI SHIKSHAYATAN COLLEGE
11, LORD SINHA ROAD
KOLKATA – 700071
WEST BENGAL
www.shrishikshayatancollege.org**

JANUARY TO DECEMBER 2010

SHRI SHIKSHAYATAN COLLEGE, KOLKATA

MEMBERS OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

1. **Chairperson:** Smt Anuradha Banerjee,
Teacher-in-Charge

2. **Senior Administrative Officers:** Sri R. K. Misra, Secretary
Sri Pradip Kr. Sharma,
Assistant Secretary
Smt. Swati Bhattacharya, Librarian
Smt. Vijayashri Panda,
Manager-Accounts

3. **Teachers:** Smt. Anuradha Banerjee
Smt. Indrani Saha
Dr Susmita Sen
Dr Chitrita Banerjee
Dr Elizabeth Dey
Dr Debnita Chakravarti
Dr Illora Sen

4. **Members from the Management** Sri G. K. Khaitan
President, College Governing Body
Smt. Bandana Chatterji
Member, College Governing Body

5. **Nominees from local society:** Smt. Rita Bibra
Sri P.C. Agarwal

6. **Coordinator of the IQAC:** Dr Debnita Chakravarti

THE ANNUAL QUALITY ASSURANCE REPORT **(AQAR)**

Name of the Institution: Shri Shikshayatan College
Year of the Report: 2010

Part A:

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: 2010

1. Diversification of Courses :
Introduction of
 - P.G in English
 - P.G in Commerce
 - More Self-financing Honours Courses
2. Regular seminars in all departments following a schedule.
3. Special lectures by experts from higher education institutions of repute/industry/corporate sector.
4. Regular remedial teaching to be incorporated in the college timetable.
5. Regular Newsletters/ Wall Magazines/ Journals by all departments.
6. Language Lab to be used more intensively by other departments.
7. Augmentation of CDs in the CD Library.
8. More books in the Book Bank.
9. Periodic students' feedback on facilities and infrastructure of the college.
10. Engaging needy students for paid work in the library on Saturdays.
11. Career Counselling and Placement Cell to function more actively.
12. Alumni Association to contribute more fully to the college.
13. Expand NSS activities
14. Infrastructure Modification –
 - a) Renovation of general class rooms
 - b) Renovation of four Geography rooms/laboratories
 - c) Purchase of laboratory equipments for science departments
 - d) ICT equipped class rooms
 - e) Purchase of library books and equipments
 - f) Improvement of common areas
 - g) Cleaner college campus
 - h) Air-conditioned class rooms
 - i) Purchase of office equipments
15. Insurance for entire infrastructure

Part B:

1. Activities Reflecting the Goals and Objectives of the Institution:

The goals and objectives of the institution, as has already been stated in the NAAC Self-Study Report, are as follows: -

- To impart, promote and spread education to girls initially from the Rajasthani community in Kolkata and subsequently to other communities so as to make them self-reliant.
- Maintaining a good academic standard in an apolitical environment.
- Integration of diverse cultural, linguistic and religious groups in a culture of equality and fairness.

In all the activities of the college, efforts are made to fulfill the mission of the college in the following ways:

- To maintain a good academic standard the college admits students on the basis of merit. Students are not discriminated against on the basis of religion, caste etc. during admission and the award of freeships. We continue to reserve seats for SC/ST category students as per government norms. The college adopts inclusive practices, at the time of admission, to sports persons and the physically challenged.
- The teachers are constantly engaged in upholding and improving the academic standard of the college. Innovative methods of teaching are frequently adopted to make the lectures interesting and effective. Many departments enhance the effectiveness of lecture methods of teaching by the use of modern audio-visual aids such as LCD Projector, DVD/VCD etc. Project Work, Workshops, Seminars and Educational Excursions form an integral part of teaching and learning.
- The faculty tries to cater to the differently-abled students. Remedial teaching is provided to the weaker students to help them cope with their syllabi. For widening the intellectual horizon, encouraging critical inquiry and developing the skill of presentation and public speaking, advanced learners are encouraged to prepare papers in students' seminars organized by the college, and also in other colleges.
- A week-long Active Learning Programme is organized every year for more intensive interactive learning.
- Regular tutorials, remedial teaching and examinations help to evaluate and improve the performance of students. All departments in the college follow a teaching plan, which is given to every student at the beginning of the session. A parent-teacher meeting is held one month after the commencement of the First Year classes in order to orient and interact with parents. The faculty members also meet the parents after the declaration of results, where poor attendance or performance of students is discussed. The practice of issuing Progress Reports to all First year students of the college has been started. A students' progress record is maintained by all departments.

- To encourage teamwork and independent study, project work is undertaken.
- To make students self-reliant the following courses are offered:
 - a) BBA Stream
 - b) Major Course in Computer Application
 - c) Honours & General Courses in Journalism and Mass Communication
 - d) Add-on Self-financing Courses:
 - i. DOEACC Course – compulsory for 1st Year B. A. / B. Sc. Honours & General students.
 - ii. Accounting Course on Computer using Tally (Act 9) – compulsory for B. Com. Honours & General students.
 - iii. A 14-hour College-sponsored Workshop on Presentation & Communication Skill, compulsory for 2nd Year BBA students.
 - iv. A three-month Certificate Course on Functional Hindi & Journalism.
 - v. A course on Soft Skills Development of 90 hours duration spread over 3 years of the graduation course.
- The college continues to have an apolitical Students' Union.

The goal of cultural integration continues to be reflected through the following:

- At the Annual Function of the college a Cultural Programme is organized where plays or dance dramas in Hindi, Bengali, and English are performed by the students.
- The college encourages the expression of various cultural groups among the students in the programmes organized on Independence Day, Inter-college Students' Festival, Talent Show, Annual Sports meet etc.
- Various students' societies viz. Debate, Drama, Choir and Choreography, Social Welfare, Art and Nature help to enhance the self-image and self-confidence of students and foster integration among them.
- "Shree", the art and cuisine fair, promotes camaraderie and integration of students from various communities, provinces and backgrounds.

Other highlights:

- A centre of education cannot remain indifferent to the social problems and restrict its activities to the scheduled curriculum. The Social Welfare Committee of Shri Shikshayatan College was formed in July 2002 with the teachers and students. The role of the teachers in this connection is to identify the aptitudes and abilities of the students and provide them with work-opportunities in different areas of the society. The teachers also coordinate between the students and different Government and non-Government organizations to carry out various projects. The Social Service Committee and the Medical Committee have merged with the NSS and is involved in carrying out the projects under the NSS.

Leadership Training Service (LTS) report:

Sl. No.	Date	Particulars
1	20 th Dec 2009 to 10 th Jan.2010	The LTSers of our college collected old clothes, warm clothes, food and other necessary articles and donated it in various slum areas of the city.
2	31 st Jan 2010	LTS Gen. Secretary of Shri Shikshayatan College attended the Regional and Zonal Executive meeting held at the LTS National Centre
3	7 th Feb 2010	LTS alumni organized a picnic for alumni members and college students. 3 girls from BCA and 1 girl from B.Com attended the picnic along with the animator.
4	3 rd October 2010	LTS Orientation Programme held at the LTS Centre for the new LTSers. 20 girls from the college took part along with the LTSers.
5	11 th October 2010	LTSers of the college took a stall at Shree for games.
6	14 th November 2010	LTSers visited an old age home, The Little Sisters of the Poor
7	26 th November 2010	20 girls attended a walk held by Radio F.M in collaboration with LTS to stand against the terrorist attack that took place in Mumbai 26/11.
8	26 th November to 4 th December	College girls attended LTS Meeting at the LTS Centre for the preparation of Sangam 2010 to be held at the college.
9	5 th December 2010	“Sangam 2010” – The annual meet of all LTSers of Kolkata was held at Shri Shikshayatan College. The college was the host as well as the organizer. The girls actively participated in it with every girl in charge of some event. Rwitaja Banerjee, a 3 rd year student of CA (Major) was the coordinator with JMC girls organizing the Games and B.Com girls in charge of Cultural Program. Our girls also performed a dance for the cultural program.

2. New Academic Programmes Initiated (UG And PG):

- Steps to introduce PG Courses in English and Commerce undertaken; inspection carried out
- Applied for Honours courses in Communicative English and Computer Applications

3. Innovations in Curricular Design and Transaction:

- Students’ Study Circle of the Political Science Dept. comprising of students present and past – notably those students who have opted for

post-graduate course – meet for regular discussion of topics related to the prescribed syllabus of Calcutta University.

- English Study Centre meets every 2 months in the college premises – students benefit from discussions, lectures and presentations from college teachers from all over the state.
- Optimum use of the Seminar Library by the students under the guidance of teachers. Students are guided to work on a topic by browsing through a number of books and the Internet dealing with the same topic from different aspects/angles.
- Institutional visits by teachers and students.
- Students' Projects.
- Publication of departmental journal / magazine / bulletin / wall-magazine

4. Inter-disciplinary Programmes Started: None

5. Examination Reforms Implemented:

The University of Calcutta, to which the college is affiliated, has introduced major changes in the syllabi of all courses. The Commerce Course has undergone structural changes from the Academic Session 2010-2011. Consequently the examination system has also undergone seminal changes.

As per University circular, there will be two examinations – Mid-Term test for First, Second and Third Year students in November and Selection Test in January for Third Year students, February for Second Year students and March for First Year students. Further, the Part I University examination for compulsory language papers would be conducted in the college in March. The question papers would be set by the University. Similarly the Part III examination in ENVS will be conducted by the college at the end of the Third Year.

6. Candidates Qualified : NET/SLET/GATE etc. : Not Known

7. Initiative Towards Faculty Development Programme:

- The college management provides a grant of Rs. 50000.00 to be used as seed money for research to those members of the staff who have not been given a grant by the UGC.
- The college has institutional membership of the British Council Library for the benefit of the teaching staff.
- The college provides infrastructural support for study circles and for undertaking projects
- Routine is adjusted for the faculty to enable them to participate in seminars / workshops / conferences / Refresher / Orientation course and PhD course work: During the year 2010, the following faculty members were granted duty leave:

Details of Refresher /Orientation Courses Attended By the Faculty:

	Name of Faculty	Department	Duration
1	Malini Mukherjee	English	January 2010
2	Alpana Nayak	Hindi	July-August, 2010
3	Dr Susmita Gupta	Geography	August 2010
4	Piu Roychoudhury	History	September 2010

Details of Workshops Attended by the Faculty:

	Name of Faculty	Workshop	Organizing Body	Duration	Nature
1.	DR ILLORA SEN	SYLLABUS OF BSC HONS & GENERAL COURSES	UG BOARD OF STUDIES, CAL.UNIV	9.1.10	REGIONAL
2.	SUNRITA MITRA	CLUSTERING FOR WOMENS STUDIES	SCHOOL OF WOMENS STUDIES, JU	9.2.10	REGIONAL
3.	DR TANIA CHAKRAVERTTY	B.A ENG. HONS. SYLLABUS	UG BOARD OF STUDIES,CAL.UNIV	13.3.10	REGIONAL
4.	DEBJANI NAG	B.A ENG.HONS. SYLLABUS	UG BOARD OF STUDIES,CAL.UNIV	13.3.10	REGIONAL
5.	SOMA MITRA	REVISION OF HISTORY SYLLABUS	PASCHIM BANGA ITIHAS SANSAD	28.3.10 & 29.3.10	REGIONAL
6.	DEVALEENA SINHA	REVISION OF HISTORY SYLLABUS	PASCHIM BANGA ITIHAS SANSAD	28.3.10& 29.3.10	REGIONAL
7.	DR NANDITA SINHA	REVISION OF HONS. AND GENERAL SYLLABUS	UG BOARD OF STUDIES,CAL.UNIV	17.4.10	REGIONAL
8.	DEBIRUPA BASU	REVISION OF HONS. AND GENERAL SYLLABUS	UG BOARD OF STUDIES,CAL.UNIV	17.4.10	REGIONAL
9.	DR PRITI SINGHI	QUESTION PATTERN, TESTING & EVALUATION OF B.A HINDI HONS & GENERAL COURSES	CILL & CAL.UNIV	20.12.10-21.12.10	REGIONAL
10.	SINDHU MEHRA	QUESTION	CILL & CAL.UNIV	20.12.10-	REGIONAL

		PATTERN, TESTING & EVALUATION OF B.A HINDI HONS & GENERAL COURSES		21.12.10	
11.	SUCHHANDA GHOSH	SYLLABUS OF BSC HONS & GENERAL COURSES	UG BOARD OF STUDIES, CAL.UNIV	9.1.10	REGIONAL
12	INDRANI SAHA	RESTRUCTURING COMMERCE EDUCATION	MERCHANTS CHAMBER OF COMMERCE	1.6.10	REGIONAL
13	SRILA MAZUMDER	GENERATING QUESTIONS FOR THE NEW SYLLABUS, EDUCATION HONOURS & GENERAL	UG BOARD OF STUDIES,CAL UNIV	22.11.10	REGIONAL
14	DR ELIZABETH DEY	GENERATING QUESTIONS FOR THE NEW SYLLABUS, EDUCATION HONOURS & GENERAL	UG BOARD OF STUDIES,CAL UNIV	26.11.10	REGIONAL

Details of Paper Presentations by the faculty:

	Name of Faculty	Title of Paper	Seminar/ Conference	Organizing body	Date	Nature
1.	Dr Soma Bandopadhyay	Bharatiya Sahityer Anubad	Seminar on Translation literature	Vidyasagar College, Kolkata	12.1.10	State Level
2	Dr Chitrita Banerjee	Manik Bandhopadhyay: Uttar Parber Upanyas	U.G.C Seminar	Scottish Church College, Kolkata	4.2.10	National
3	Dr Soma Bandopadhyay	The role of newspaper & periodicals in the growth & development of modern Hindi literature.	Seminar	Dibrugarh University, Dibrugarh	10.2.10	National
4	Dr Susmita	Policy and	Seminar	Benaras	18.2.10 -	National

	Sen	Legislation Imperatives for Wetland Wise Use and Management – Lessons from West Bengal		Hindu University, Varanasi	20. 2 10	
5	Dr Soma Bandopadhyay	Bangla Anubade Hindi Sahitye	Seminar on Translation literature	Gourbanga University, Maldah	3.3.10	National
6	Dr Jayati Das	Urbanization & health hazard	Conference	Burdwan University, Bardhaman	8.3.10 - 9.3.10	International
7	Dr Susmita Gupta	Organizational response to Poverty & Vulnerability	Conference	Burdwan University, Bardhaman	8.3.10- 9.3.10	International
8	Dr Susmita Sen	Wetland Legislation for Wise Use – A Review	Seminar	Rabindra Bharati University, Kolkata	27.3.10 - 28.3.10	National
9	Dr Susmita Gupta	Possible Impacts of Climate Change on a Marginalized Community : A Case Study of the Kheria Sabars of Puruliya, West Bengal	Seminar	Indian Association of Asian and Pacific Studies, and Sikkim University, Gangtok	11.12.10 - 12.12.10	International
10	Dr Susmita Sen	Recounting History of Conversion of the East Kolkata Wetlands – A Case Study	Seminar	International Geographical Union Commission and Cotton College, Guwahati	11.12.10 - 13.12.10	International

Details of Seminars/Conferences Attended by the Faculty:

	Nature of seminar/conference	No. of teachers who attended
1.	International	5
2.	National	17
3.	State level/regional	14

8. Total Number of Seminars/Workshops Conducted:

- Different departments of the college organize departmental seminars on topics related to their subjects and/or of general interest by inviting speakers or faculty members specializing in the relevant area.
- A number of workshops are also conducted in the college campus. Under the guidance of faculty members a practical orientation is provided to the students to enable them to relate their knowledge with the world of work through institutional visits.

The chart below gives a summary showing the nature and number of various types of seminars/workshops conducted by the college and its different departments from 2nd January 2010 to 24th December 2010:

Category	Nature of the Seminar/Workshop	No.	Organized by
A	UGC Sponsored State Level Seminars	-	-
B	Departmental Seminars with Invited Guest/ Faculty Members as Speakers	15	Different Departments
C	Inter-disciplinary Students' Seminars	1	Departments of Botany, Chemistry & Zoology
D	Departmental Students' Seminars	16	Most departments
E	Workshops/ Practical Orientation to the Syllabus	4	Departments of Geography, Political Science, Commerce & English.
F	Seminars Organized by Other Institutions in Which Papers Were Presented by Students of the College	0	
H	Seminars Organized by Other Institutions Attended by Students of the College	2	1.St.Xaviers College 2. American Consulate

Category B – Departmental Seminars with Invited Guest/Faculty Members as Speakers

Department	No.	Date	Topic	Speaker(S)
Bengali	3	24.2.10	Celebration of Bhasa Divas in Bangladesh; In The Eyes Of A Traveller	Dr Bithi Sircar
Bengali		18.8.10	Paribesh Bhabnay Rabindranath	Shri. Arunendu Bandopadhyay
Bengali		28.9.10	Rabindranather Natok: Baichitrer Binyas	Dr Chandramalli Sengupta

Commerce	5	26.8.10	Professional Development	Dr Soma Sen & Mr.Sandip Sen
Commerce		15.9.10	Convergence of Accounting standards	Dr A Mukherjee & Anupama Saha
Commerce		23.9.10	Role of Managers in Present Economic Scenario	Prof. V Vishwanath
Commerce		27.9.10	Preliminary Orientation on Environmental Issues	Dr Aniruddha Mukhopadhyay
Commerce		27.9.10	What Do Corporates Want?	Mr. Sajal Mitra
Communicative English	1	31.10.10	PR and Celebrity management	Smt. Sangeeta Chatterjee
Economics	1	29.9.10	The Examination of Factors Impacting Public Distribution System Offtake	Debatree Roy Choudhury (ex-student)
English	1	31.7.10	T.S.Eliot	Dr Chinmoy Guha
Hindi	2	22.9.10	Dramatization of Hemchand's Story,"Bare Bhai Sahab"	Smt. Uma Jhunjunwala
		27.9.10		Dr Ved Raman
Philosophy	1	8.10.10	Caste system	Smt.Aparna Banerjee
Political Science	1	2.9.10	Rabindranath Tagore and His India(Belarani De Memorial Lecture)	Dr Uma Dasgupta
Science depts.	1	1.10.10	Plant Biotechnology	Prof. Timir Baran Jha

Category C – Inter-Disciplinary Students’ Seminar

No.	Date	Dept.	Speaker	Name Of Paper
1.	28.9.10	Chemistry	Sayoni Basu, Priti Mishra, Kritika Nandi, Bhumika Adhikari: IInd Yr. Hons Rikita Joshi, Farheen Haque, Tanuja Patra: Ist Yr. Hons	1. Fluorescence
			Adeeba Dhalech, Pooja Singh, Sudha Gound: IInd Yr. Hons	2. Alternative Sources Of Energy
		Zoology	Sadaf Siddique, Natasha Sharma, Shivani Singh, Suchetana Chatterjee: Ist Yr. Hons	1. Disleptia
			Ilika Ghosh, Utsa Ray, Juhi Sharma: IInd Yr. Hons.	2. Liger
		Botany	Debarati Chakravarty, Tulika Roy, Priyanjana Sikdar: IInd Yr. Hons	1. Palynology 2. Phloem Loading & Unloading

Category D – Departmental Students’ Seminar

Dept.	No.	Date	Topic	Speaker(S)
Political Science	1	27.9.10 & 28.9.10	1. Games & Kashmir 2. Coalition Politics in India in the Light of an Emerging Party System 3. Relevance of Machiavelli’s Political Ideas in Contemporary Politics	Ist Yr. Hons. IInd Yr. Hons IIIrd Yr. Hons
	I	26.11.10	Womens’ Movement in India Since 1970	Reshmi Sharma, Ex- Student
Hindi	1	26.9.10	1. Premchand. 2. Nirala	IIIrd Yr Hons
Education	1	27.9.10	1. Brain Communication	Ist Yr Hons IIIrd Yr. Hons
	1	28.8.10	1. Child Labour 2. Women’s Education	IInd Yr. Hons IInd Yr. Hons
Mathematics	1	29.9.10	The Magical Number 9	IInd Year Eco Hons
English	1	27.9.10	1. Modernist Poetry 2. Stream of Consciousness Novels 3. Post-War Drama	IIIrd Yr. Hons.
Economics	1	29.9.10	1. Food Security in India	IInd Yr. Hons
			2. Public & Private Health In India	IInd Yr. Hons
Philosophy	1	28.9.10	Various Topics	IInd & IIIrd Yr Hons
Communicative English	2	27.9.10	1. Communication in Animals	IInd Yr. Major
		28.9.10	2. Use Of sms Language	IIIrd Yr. Major
Journalism & Mass Communication	1	18.9.10	The Liberties & Oppressions of Chords, Machines & Bumblebees	IIIrd Yr. Hons
Geography	1	27.8.10	Case Studies on Sustainable Development	Ist Yr Hons
Sociology	1	28.9.10	Wildlife	IInd Yr. Hons

History	1	27.9.10	1. The Aristocratic Revolt 1787- 1788 2. Bhagat Singh	IIIrd Yr Hons Ist Yr. Hons
Bengali	1	28.9.10	1. Tagore's <i>Tasher Desh</i> 2. Bishnu De's Poetry: <i>Damini</i>	Ist Yr Hons IIIrd Yr Hons

Category E – Workshops/Practical Orientation to the Syllabus/ Institutional Visit

Dept.	No.	Date	Topic	Resource Person
English	1	Nov.2010	1. Dylan Thomas's Poetry.	Dr Ray Mackay
Geography	1	22.9.10 & 29.9.10	The Origin of the Universe with Special Reference to the Big Bang Theory	Dr Deviprasad Duari
Commerce	1	27.9.10	Career Skills & Industry Knowledge	Mr. Sajal Mitra
Political Science	1	1.12.10	Institutional Visit to Kolkata Municipal Corporation	III nd Yr. Hons. & General Students

Category F – Papers Presented in Seminars Organized by Other Institutions

Dept.	No.	Date	Topic	Organised By
Nil	Nil	Nil	Nil	Nil

Category G – Attended Seminars/Workshops Organized by Other Institutions

Dept.	No.	Date	Topic	Organised By
Economics, Commerce, BBA, C.A. Major	1	23.9.10 & 24.9.10	Analytica 2010	St.Xaviers' College
Communicative English	1	21.12.10	Native English Speakers	American Consulate

Special Programmes and Celebrations

Programme	Date	Organised By	Activities
3 rd Belarani De Memorial Lecture	2.9.10	Dept. of Political Science	Lecture on Rabindranath Tagore by Uma Dasgupta
World Literacy Day	8.9.10	Dept. of Education	Poster Painting Competition, Skit & Paper Presentation on 'Problems of Illiteracy'
Shakespeare's Birth Anniversary	21.4.10	Dept. of English & Shakespearian Society of Eastern India	Quiz, Demonstration-Lecture on Shakespearean Magic, Workshop on Shakespeare's Music

9. Research Projects:

a) Ongoing research projects

- Major project: A proposal for a major project on Medical Geography has been approved. Dr Jayati Das of the Dept. of Geography has undertaken the Major Project "Development of GIS Based Information System on Health Mapping of Respiratory Disorders among Bidi Workers in C.D. Blocks, Bankura I & II of Bankura District, West Bengal."
- U.G.C Minor Research Project: Manjari Chatterjee: "Track Record of Microfinance Programmes in West Bengal – Emerging Trends, Challenges and Prospects". Implemented on 10.12.10.
- U.G.C Minor Research Project: Sharmila Ghosh: "Sanghabirodhi Kanthaswar Ebong Samaj Bhabnar Sutre Sambhu Mitra r Jiban o Natyabhabna." Implemented on 10.12.10.
- U.G.C Minor Research Project: Dr Tanwi Bandopadhyay: "Study Of The Universe As a Thermodynamic System" Implemented on 10.12.10.

- b) Completed research projects: Dr Illora Sen submitted UGC funded Minor Research Project in science in November, 2010. Topic – "Xylotomical Index of Indian Bamboos from West Bengal and North East in Relation to Commercial Use".

10. Patents Generated, If Any : NIL

11. New Collaborative Research Programmes : NIL

12. Research Grants Received From Various Agencies:

Nature of Research Programme	No.	Granting Agency	Amount(Rs.)	Beneficiary
Minor Research Project	1	UGC	Rs 1,07,500 Rs 21,250 (due)	Dr Illora Sen, Dept. of Botany
Minor Research Project	1	UGC	Rs 1,02,000 Rs 76,000 (received)	Smt. Manjari Chatterjee, Dept. of Economics
Minor Research Project	1	UGC	Rs 92,000 Rs 76,000 (received)	Smt. Sharmila Ghosh, Dept. of Bengali
Minor Research Project	1	UGC	Rs 1, 07,000 Rs 88,500 (received)	Dr Tanwi Bandopadhyay, Dept. of Mathematics
Major Research Project	1	DST	Rs 8,00,000	Dr Jayati Das, Dept. of Geography

13. Details of Research Scholars: (ongoing)

Department	Candidate	Topic	Year of Registration/ Enrollment	Nature Of Research
Bengali	Srabanti Mitra	Pratibader Akhyan: Pashchim Banger Kathasahitya (1965 – 1985)	2009	Doctoral
	Sharmila Ghosh	Shambhu Mitrer Natyobhabna	2010	Doctoral
Botany	Suchhanda Ghosh	Exploration and Exploitation of Metallophiles in Eastern Ghats and Its Application in Bioremediation and Bioteaching of Metals	2007	Doctoral
Economics	Manjari Mukherjee (Chatterjee)	Impact Assessment of Microfinance Programmes In West Bengal	2010	Doctoral
	Paromita Chakravorty	Gender, Education and Empowerment Index	2010	Doctoral
English	Malini Mukherjee	The Feminine Gaze in Women's Gothic of 18 th and 19 th century England	2009	Doctoral
History	Soma Mitra	In Search of An Identity – Artist in the Indian Society of Oriental Art 1907 – 1947	2007	Doctoral
	Devaleena Sinha	The Co-Operative Movement in South Western Districts of Bengal: The Process and Dimensions	2010	Doctoral

Journalism and Mass Communication	Meraj A. Mubarki	TV Commercials in India: A Study In Representation	2009	Doctoral
Philosophy	Debirupa Basu	Logic of Imperatives	2006	Doctoral
	Sushobhana Pal	Thoughts & Representations in the Philosophy of Wittgenstein	2008	Doctoral
Sociology	Udita Mitra	Exploring Youth: The Sociology of Bangla Bands	2008	Doctoral
Zoology	Ramyani Chattopadhyay	Studies on Problems of Antibiotic Resistance by E.Coli And Klebsiella Spp	2007	Doctoral

14. Citation Index of Faculty Members and Impact Factor: NIL

15. Honours/Awards to the Faculty:

- Smt Fatema Mandlaywala of the B.Com department was awarded a gold-inscribed silver medal for securing 2nd rank in the M.Com examination, 2010 conducted by University of Calcutta.
- Smt Arupa Lahiri of the Dept of Communicative English was invited as cultural representative of our country (dance) at Toronto in June, 2010 and as guest performer in a tour of Kerala in November 2010.

16. Internal Resources Generated:

- **Bank Interest** : F.Y. 2009-10 : Rs. 23,77,190.19
- **Fees from Add-On Courses:**
NIIT-SWIFT: F.Y. 2009-10 - Rs. 2,05,172.50
TALLY F.Y. 2009-10 - Rs. 7,92,400.00
- **Fees from Self-Financing Courses :**
B.B.A: F.Y. 2009-10 – Rs. 49,45,400.00
B.SC./B.COM. Computer Application(Major):
F.Y. 2009-10 :Rs. 21,50,000.00
B.A. (Journalism & Mass Communication):
F.Y. 2009-10: Rs. 27,93,000.00
B. A. (Communicative English): F.Y. 2009-10 - Rs. 16,25,000.00
- **Sale of old magazines and newspapers** :F.Y. 2009-10 - Rs. 8,200.00

- **Reprography Charges:** F.Y. 2009-10 - Rs 2671.00
- **Library Fine :** F.Y. 2009-10 - Rs. 63,065.00
- **Sale of Admission Forms :** F.Y. 2009-10 - Rs. 14,99,900.00

17. Details of Departments Getting SAP, COSIST (ASSIST)/DST, FIST, etc. Assistance/Recognition: - NIL

18. Community Services:

The NSS Unit, of which the Social Welfare Committee and the Medical Committee are parts, is a dynamic component of the college with the teachers and students being actively involved. The role of the teachers in this connection is to identify the aptitudes and abilities of the students and provide them with work-opportunities in different areas of the society. The teachers also coordinate between the students and different Government and non-Government organizations to carry out various projects.

N.S.S. and Community Services:

NSS Report for NAAC – January 2010 to December 2010

- i. Basic First Aid Course held on 22nd, 27th, 28th and 29th January, 2010**
The NSS unit of the college organized a basic **First-Aid Course** on 22nd, 27th, 28th and 29th January, 2010 in the college for NSS volunteers and other interested students. Indian Red Cross Society conducted the course with a very efficient trainer.
- ii. Republic Day Celebrations in College : 26th January, 2010**
NSS volunteers attended the Republic Day function held in college.
- iii. Blood Donation Camp : 5th February, 2010**
A **Blood Donation Camp** was organized on the college premises on 5th February, 2010. There were 91 donors.
- iv. Save the Children Programme : 17th February, 2010**
On 17th February, 2010, Mr. Hue Davidson and his wife visited our college. The Davidsons came from the UK and our donors to the **Save the Children Programme**. They were accompanied by Zohana, a staff member of the programme from the UK, and the members of Cini Asha. They interacted with the Teacher-in-Charge Smt. Anuradha Banerjee, Programme Officer Smt. Debjani Nag and two peer educators.
- v. Collection and Utilization of Items Gifted by the University**
The P.O. made arrangements to collect NSS items gifted by Calcutta University on 25th February, 2010. Some of these items, such as the dust bins and the wheel barrow were used at the Special Camp.
- vi. Special Camp : 4th to 10th March, 2010**

vii. **Programme Officers' Training : 15th to 24th March, 2010**
Smt. Debjani Nag attended and successfully completed the 130th Orientation Course held at Training Orientation and Research Centre at the Ramakrishna Mission Lokashiksha Parishad, Narendrapur, West Bengal from 15th to 24th March, 2010.

viii. **Candle Light Tribute : 30th March, 2010**
10 NSS volunteers participated in the candle-light march on 30th March, 2010, organized by Loreto College to pay respect to the victims of the tragedy of 23rd March, 2010 at Stephen Court, Kolkata.

ix. **Donation to Blind Persons Association : 24th March, 2010**
A sum of Rs 35,144 was collected by the 1st year students of the college and donated on 24th March, 2010 for the welfare of the association.

x. **Regular Projects by the NSS Unit**

Each One Teach One:

Our students actively participated in the Project “**Creating Education Opportunities for Street Children in Kolkata : Each One Teach One**”. 27 of our NSS volunteers are regular participants in this project. This project is in collaboration with Cini Asha and the volunteers were awarded certificates at a function organized by Cini Asha on 22nd April, 2010.

Service at Sishu Bhavan (Mother Teresa's Orphanage for new born babies and children):

20 NSS volunteers regularly visited the home on Saturdays helping handicapped children in their day-to-day needs and also teaching normal children.

Celebration of 150th Birth Anniversary of Rabindranath Tagore : 9th May, 2010

30 NSS volunteers along with the Programme Officer Smt. Debjani Nag attended the day-long celebration organized by the University of Calcutta. They attended the seminar on Rabindranath and serial work and NSS administration 2010. They also visited the exhibition on Tagore organized by Calcutta University for the occasion. The programme was inaugurated by the Vice-Chancellor of Calcutta University, Professor Suranjan Das.

xi. **Meeting of all NSS District IV units with Convenor of Dist IV**

The P.O. along with two teachers attended the meeting on 31st July, 2010 at Basanti Devi College regarding competitions for the campaign for Commonwealth Games 2010.

xii. **Human Rights Education Workshop : 6th and 7th August, 2010**

5 NSS volunteers attended the Human Rights Education Workshop sponsored by international Association for Religious Freedom (IARE) on August 6th and 7th, 2010. The workshop was held at Ramakrishna Mission, Kolkata. Two of

our NSS volunteers were chosen from here to attend 33rd World Congress.

xiii. Independence Day: 15th August, 2010

All NSS volunteers participated in the Independence Day Programme held in the college campus.

xiv. The 33rd World Congress

Two NSS volunteers Nikhat Saheba and Mrittika Munshi attended the 33rd World Congress from 1st to 7th September, 2010 at Catholic Renewal Centre, Kochi, Kerala. The Congress was inaugurated by the 14th Dalai Lama. It was a very special occasion for our students as they were open to a new world of ideas. There were participants from Europe, USA, Canada, Tanzania, Namibia, Philippines, Japan, China, Sri Lanka, Pakistan, Sudan, Maldives, Nepal, Bangladesh and many other countries of the world. There were workshops on human rights and religious affairs.

19. Teachers and Officers Newly Recruited:

The following staff members have been recruited during the period January 2010 to December 2010:

- | | |
|--|---|
| a) Teaching Staff (College Contractual Fulltime) - | 6 |
| b) Teaching Staff (College Contractual Par-time) - | 3 |
| c) Non-teaching Staff (College Contractual) - | 6 |

20. Teaching – Non-teaching staff Ratio: 91: 47

21. Improvements in the Library Services:

- Two Student Book Talks by students of Communicative English and B.Com departments held on 26 March 2010.
- Library Day celebrated on 4-5 May 2010 (commencing the 150th birth anniversary of Tagore. Celebrations included:
 - (a) Exhibits of new arrivals in the Library
 - (b) Exhibition of books on Tagore
 - (c) A seminar, book talk and film show on Tagore, Charulata
 - (d) Talk by special guest, Dr Amartya Mukhopadhyay, Department of Political Science, the University of Calcutta
- Inaugural Book Talk of the session 2010-2011 by Dr Debnita Chakravarti on “Word, Image, Text: Taking a Closer Look at Graphic Novels” on 25 August, 2010. This was accompanied by a display of graphic novels by Starmark.
- “Shrigyan” — Book Exhibition cum sale held on 29-30 September 2010. The Chief Guest was Dr Debi Prasad Duari, Director, Research wing, Birla Planetarium, Kolkata.
- Vidyasagar Divas held on 30 September 2010. Celebrations included:
 - (a) Guest Speaker: Dr Vijay Bahadur Singh, Director, Bharatiya Bhasha Parishad, Kolkata who spoke on “Vidyasagar’er Naree Chetana”.
 - (b) Paper presentation and PowerPoint by students on “Vidyasagar as a Modern Man”

(c) Poster Competition on “Vidyasagar as a Social Reformer” held on 29 September 2010

- New titles and text books added to the library.
- Copies of existing titles added in the Library.

22. Number of New Books / Journals Subscribed and their Value:

I. Purchased Books

Total Number of Books Added During the Period of Jan 2010 – Dec 2010

Department	No. of Books	Cost Price(Rs.)
B.A./B.Sc.	1358	458939
B.Com.	210	64953
BBA	162	44335
Communicative English	20	4800
Computer Applications	42	15040
Book Bank	16	1373
TOTAL	1808	589440

Subject-wise Division of B.A. /B.Sc. Books

Subject	No. of Books
Bengali	160
Botany	76
Chemistry	42
Economics	114
Education	76
English	171
General	7
Geography	124
Hindi	74
History	81
Journalism & Mass Communication	17
Mathematics	92
Philosophy	31
Political Sc.	56
Sociology	29
Statistics	58
Urdu	108
Zoology	42
TOTAL	1358

Subject-wise Division of B.Com. Books

Subject	No. of Books
Accountancy	38
Auditing	5
Business Math & Statistics	14
Costing	3
Economics	48
Environmental Studies	17
Law	18
Management	63
General	4
TOTAL	210

Subject-wise Division of BBA Books

Subject	No. of Books
Economics	20
Human Resource & Management	7
Law	15
Management	100
Marketing	20
TOTAL	162

Subject-wise Division of Communicative English Books

Subject	No. of Books
Management	20
TOTAL	20

Subject-wise Division of Computer Application Books

Subject	No. of Books
Computer	42
TOTAL	42

Subject-wise Division of Book Bank Books

Subject	No. of Books
Hindi	16
TOTAL	16

II. Gifted Books

Total No. of Books Added During the Period between Jan.2010 – Dec.2010

Dept.	No. of Books
B.A. B.Sc.	30
ALUMNI	21
TOTAL	51

Subject-wise Division of B.A. /B.Sc. Gifted Books

Subject	No. of Books
Bengali	5
Political Science	1
Urdu	3
General	21
TOTAL	30

Subject-wise Division of Alumni Books

Subject	No. of Books
English	21
TOTAL	21

III. Journals Added During the Period between Jan.2010 – Dec.2010

Title	Format	Subscription Price(Rs.)
IASLIC Bulletin & Newsletter	Print	1200
N-LIST (National Library and Information Services Infrastructure for Scholarly Content)	Electronic	5000
SRELS Journal of Information Management	Electronic	1500
TOTAL		Rs.7700

IV. No. of CDs Added During the Period between Jan.2010 – Dec.2010

No. of CDs	Cost (Rs.)
49	8718.40

Subject-wise Division of CDs

Subject	No. of CDs	Cost Price (Rs.)
Bengali	7	1522
Chemistry	10	1503
English	5	1439.10
Hindi	4	340
History	7	938.70
Political Science	5	1496
Zoology	11	1479.60
TOTAL	49	8718.40

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

The college continues the system of evaluation of teachers' performance by students, introduced in 2003. From 2007 the NAAC format No.3 for teacher assessment by students has been replaced by a questionnaire framed by the college. The teachers are assessed on a five-point scale. In addition a feedback was taken on the institution, its service and infrastructure.

This year too the students' assessment of teachers was conducted for the departments of:

1) B.Com. 2) Bengali 3) Botany 4) Economics 5) Education 6) English 7) Geography 8) Hindi 9) History 10) Mathematics 11) Philosophy 12) Political Science 13) Statistics 14) Chemistry and 15) Zoology.

Action taken on students' feedback:

On the basis of students' suggestion

- More text books have been purchased for the college library.
- BBA, Computer Applications Major & Journalism & Mass Communication have been introduced from the academic session 2006-07

24. Feedback From Stakeholders - None

25. Unit cost of education:

FINANCIAL YEAR 2009 – 2010

- Rs. 17,669.69 – With salary including govt. grant for staff payment
- Rs. 8,850.99 – With salary excluding govt. grant
- Rs 5,135.20 – Without salary

26. Computerization of Administration and the Process of Admissions and Examination Results, Issue of Certificates:

Admission Process:

All information related to admission like eligibility norms, subjects offered etc. are available in the college website. Students apply online for admission in various departments in all the streams. A confirmation slip is generated which the students need to submit to the college office along with admission form fees. Merit list is generated only of candidates, whose confirmation slip is received by the college office and are displayed in the website and college notice board. Admission process is transparent and based on merit only.

Administrative Work:

The college has appointed an Electronic Data Processing (EDP) Agency to maintain all accounting and student related record. All the information required to be sent to the University, Higher Education Department and other offices and agencies are computer generated.

Examination Result:

Results of college examinations generated by E.D.P. Department are issued to the individual students of all the streams.

Students Profile:

Complete data of students on roll including their academic performance and progression in college and University examinations.

27. Increase in the Infrastructural Facilities:

- Relocation and renovation of the students' Common Room.
- Renovation of the students' toilets.
- Yoga room with gym facility.
- Work order issued to set up a Media Lab for the Dept. of Journalism and Mass Communication.
- Work order issued to set up a Language Lab for the Communicative English (Major) course.
- Four additional classrooms.
- Renovation of the staff room under way
- Generator

28. Technology Up-gradation:

- Purchase of 65 PCs.
- One new Computer Laboratory with 40 PCs.(IBM TFT monitors, APC & UPS)

- Renovating the old computer laboratory, installing air-conditioners and equipping it with IBM TFT monitors with APC & UPS.
- Up-gradation of college website – addition of software for on-line admission in the BBA, Computer Application (Major) & Journalism & Mass Communication Hons.
- Purchase of three Handy cams.
- Purchase and installation of licensed computer software – SPSS and GIS.

29. Computer and Internet Access and Training to Teachers and Students:

- The college has a DIAS Connection through which 43 computers are on-line out of a total number of 107 computers in the college.
- The Geography Department takes class on GIS in the Computer Laboratory for which the students are required to go online to study the GIS maps.
- Some of the departments use technology-enabled teaching in classrooms with the help of e-learning CDs, LCD etc.
- The students of BBA, Computer Application (Major), Journalism & Mass Communications Hons. also use the computer for preparing their projects.
- Free access to the Internet is available to staff members.
- NIIT sponsored a condensed course in MS Word, MS Excel & MS Power-point for 13 faculty members of this college to enhance their computer skill.
- A compulsory NIIT- SWIFT & SMART Course for 1st Year B. A. / B.Sc. Honours and General students
- Compulsory Accounting Course on Computer using Tally (Act-9) for B.Com Honours and General students.

30. Financial Aid to Students:

The different categories of financial aid provided by the college to the students have been enlisted below:

	Category	Benefit	Criterion	No. of Beneficiaries F.Y. 2009- 10
1	Full Free-ship	Waiver of all kinds of fees payable to the college	Need based. Condition, Good conduct, minimum level of academic performance	15
2	Half Free-ship	Waiver of half of all kinds of fees payable to the	Same as above	14

		college		
3	Waiver of tuition fees	Waiver of only tuition fees	Same as above	7
4	Excursion fees	Expenditure for excursion borne by the college	Need based to those for whom excursion is a part of the syllabus	0
5	Special consideration			
TOTAL AMOUNT (IN Rs)				2,64,250.00

	Category	Benefit	Criterion	No. of Beneficiaries Financial Year: 2010-2011
1	Full Free-ship	Waiver of all kinds of fees payable to the college	Need based. Condition: Good conduct, minimum level of academic performance	18
2	Half Free-ship	Waiver of half of all kinds of fees payable to the college	Same as above	11
3	Waiver of tuition fees	Waiver of only tuition fees	Same as above	6
4	Excursion fees	Expenditure for excursion borne by the college	Need based to those for whom excursion is a part of the syllabus	0
5	Special Consideration			
TOTAL AMOUNT (IN Rs)				Rs. 3,73,750.00

31. **Activities and Support from the Alumni Association:**

- In keeping with its usual practice, on 30th January, 2010, the 8th Reunion and Annual General Meeting was organized. The Teacher-in-Charge of the college Smt. Anuradha Banerjee participated in the celebration.
- It was officially announced to christen the Association 'SHRIJAA'.
- The other important announcements made at this meeting were –
 - The gift of a laptop by the college to SHRIJAA for the use of the Executive Committee members for its Association work.
 - The raising of Membership fee to Rs.100/-
 - The introduction of a Life Membership with a fee of Rs.500/-.

- The gathering was informed of the various activities of SHRIJAA during the previous year. Among others, mention was made of social work and work related to the NAAC team's visit in December, 2009.
- During 2010, besides its regular social service, the Association engaged itself in entertaining the less fortunate – the patients of the Cancer Centre Welfare Home and Research Institute in Thakurpukur. It brought a smile to the sad faces of the inmates of the hospital, especially the children with a variety entertainment programme on 9th April.
- It has been a regular practice of the Association to gift books to the College Library. In this session the alumni gifted books worth Rs.5147/-, in May 2010.
- Also, we have sustained the practice of rendering financial assistance to needy students of our college. One of our alumnus also teaches underprivileged children next to Entally Police Station along with our college NSS volunteers.
- SHRIJAA is looking forward for the next Reunion and Annual General Meeting which will be organized every year starting 2011 on 31st January instead of 30th January.

32. Activities and Support from the Parent-Teacher Association:

The college does not have a Parent-Teacher Association, but regular meetings with parents and guardians are held:

- 5-6 weeks after commencement of classes to brief the parents about the new examination pattern, attendance, discipline, dress code, and the nature of the curricular and co-curricular activities of the college.
- After the announcement of examination results to improve the quality of students' performance and to ensure parental involvement with their wards.
- Whenever there is a breach of discipline by a student

33. Health Services:

The college provides basic health care to all students with emphasis on health maintenance, illness prevention and promotion of awareness for educating them to reduce risk of diseases.

Health services rendered by the college are as follows:

- A medical room with equipment (sphygmomanometer, glucometer, wheel chair, stretcher and essential medicines) for providing primary medical aid etc.
- Availability of doctors –One doctor appointed by the college holds regular clinics for students and staff who can avail the facility free of cost within the college premises.
- A professional counsellor has been appointed by the college to address students' problems every Friday
- Regular free weekly medical check-up of all students

- There is a Medical Committee comprising of teachers entrusted with the responsibility of arranging various kinds of programmes related to health service.
- Institutional Membership of Student's Health Home, Kolkata- The college has arranged for the membership of the students with the institution located at 142/2 A J C Bose Road, Kolkata. Medical facilities to students such as free consultation at their polyclinic, medicines, vaccinations, pathological tests, X-ray, ECG, EEG, Endoscopy and other tests, surgery and treatment at their hospital are provided at a very nominal rate.
- Yoga Classes conducted in the college on Thursday and Friday mornings for helping students to maintain their health and fitness.
- Gym facility provided.

34. Performance in Sports Activities:

Due to the reforms in the examination schedule instituted by Calcutta University, some college events had to be rescheduled. The College Annual Sports Meet for the academic session 2009-10 was held in December 2009 and for the academic session 2010 - 2011 was held in January 2011-. At both these Meets, the students of the B.A, B.Sc., and B.Com streams participated actively.

The students of the College also participate in competitions at the inter-college, inter-district, state and national levels.

In 2010, students participated & secured prizes in the following competitions:

- Smriti Bhagat, Political Science, 2nd Year (Honours) won a Bronze and Gold medal in the 25th national TAEKWONDO Championship held in New Delhi in December, 2010

35. Incentives to Outstanding Sports Persons:

The college provides incentives to outstanding sports persons during their academic career starting from the time of admission in the college.

To attract sports persons,

1. The college relaxes the qualifying marks at the time of admission.
2. General consideration is shown to them as regards
 - a) Attendance
 - b) Promotion, on the ground that the student was representing the college in inter-college competition at the state/national level.
3. Free coaching in games given by trained Sports Coach.

36. Student Achievements and Awards:

The college recognizes achievements of students in academics (in college and university examination)/sports/extra-curricular activities by awarding various prizes. The following table illustrates the various categories of prizes with the number of recipients in the year 2010.

Details of Students' Achievements and Awards: 2010

Prizes	No. of Recipients
University examinations: Achievement in BA/B.Sc. Part-III Examination, 2010	
MEDALS [for securing 1 st class in Part III Exam, 2010]	B.Com – 224 B.A / B.Sc – 23 BBA – 39 B.Com (Major) – 16 B.Sc (Major) – 6
College examinations	
BOOK PRIZES [for subject highest] Session : 2007-2010	B.Com (Gen) – 8 B.A/ B.Sc(Gen) – 6
BOOK PRIZES [for College Topper] Session : 2007-2010	B.A/B.Sc (Hons)– 2 B.Com(Hons.) – 1 B.Com(Gen) - 1
BOOK PRIZE [for Best All-rounder) Session : 2008-2009	B.Ed -1
SCHOLARSHIP of Rs 3500/- [for the topper in Honours Course], Session : 2008-2010	B.A(Hons.) – 1 B.Com (Hons.) – 1 B.Sc (Hons.) – 1 BBA (Hons.) – 1 C.A (Major) – 1
SCHOLARSHIP of Rs 2500/- [for the topper in General Course], Session: 2008-2010	B.Com(Gen) – 1
SPECIAL PRIZE (Purabi Mukherji Memorial Prize for securing highest in Economics Hons. In college in B.A/B.Sc (3 Yr. Honours) Exam, 2010	B.Sc (Hons.) - 1

There have been a number of university rank-holders in the B.A. / B.Sc./ B.Com. Examinations in 2010:

- B.A. Hindi Hons – I Class 1st
- B.A Journalism & Mass Communication Hons. -- I Class 10th
- B.Sc & B.Com Computer Application Major – I Class 1st, 8th, 10th and 11th.

37. Activities of the Guidance and Counselling Unit:

The college imparts guidance and counselling to students through the Academic Counselling Committee and the Career Counselling Committee.

The college provides three types of guidance and counselling to the students viz. Academic Counselling, Psychological Guidance, Career Counselling and Campus Recruitment.

- Academic Counselling starts at the very first stage with the commencement of admission process. During the course of the academic session, regular monitoring of the students' performance is done through internal periodic tests, class performance and assignments. The feedback from the various evaluation processes

enables the teachers and the Academic Counselling Committee to counsel the students for improving their performance and guide them appropriately. Remedial and tutorial classes are also conducted for the weaker students. In addition to this, parents-teachers meets are held at half-yearly intervals, which help to improve the student's academic performance and overall development.

- Though the college does not have a professional psychological counsellor, some of the teachers equipped with certified counselling course of Legal Aid Service, West Bengal, take initiative to solve personal and emotional problems faced by some students on a one to one basis. If required, parents of those students are also advised to monitor their wards, to seek professional help.
- The Career Counselling Committee of the college periodically conducts seminars and workshops through various Professional Bodies, Institutions, and Companies. These sessions are highly interactive and students actively participate to clarify their doubts and gain new insights. These interactions with external institutions help the students in assessing the career opportunities and choosing their career path

Report on the activities of the Career Counselling Cell in 2010

Career Counselling Cell had their first meeting as a cell on 13th January, 2010 and the composition and functions of the cell was decided upon. It had further six meetings to discuss relevant issues.

- B.M Birla Heart Research Centre, Kolkata offered Career opportunity to undergraduate students on 5th January, 2010.
- On 19th January, a workshop on Career Prospects of Chartered Accountants of India was held in college premises.
- The Cell arranged for a seminar by WEBEL on courses based on ERP on 21st of January (for B.A and B.Sc.), and on 22nd January (for B.Com.) in 2010.
- The Cell arranged a seminar by HDFC-Standard Life on 2nd February and subsequently two students of English Hons. Tanvi Hassen and Debleena Mukherjee got selected for a training (leading to job) schedule.
- The Cell also arranged for a placement by IBM-DAKSH on 10th March where 2 students, Sanjot Kaur (BBA) and Srishti Baid (B.Com) were selected.
- There was a Personality type indicator test held by the Cell on 11th March attended by 14 students.
- The Cell arranged for a seminar by Learning Spiral on 1st of April, which was attended by 2nd year CE students.
- Raj Ganguly and Associates was appointed by the college to facilitate the working of the cell. Under their guidance, the following seminars were conducted:
- A seminar conducted by Balaji Telefilms was attended by 86 students on 21st December, 2010

- A seminar conducted by ISB was attended by 35 students on 23rd December, 2010
- 3 workshops were conducted during the year on soft skills development, communication and interview skills

38. Placement Services Provided to Students:

A number of corporate houses and business firms had visited our campus for campus recruitment for our final year students. Details of campus recruitment held during the year 2010 are given below:

Date	Programme	Organization	Recruitment
2.2.2010	Campus recruitment	HDFC-Standard Life	Letter of Intent issued to 2 students of B.A English Hons.
10.3.2010	Campus recruitment	IBM-DAKSH	Letter of Intent issued to 2 students from BBA and B.Com

39. Development Programme for Non-Teaching Staff: No new programme initiated.

40. Good Practices of the Institution

Our institution seeks to create an ambience of learning that helps to impart total education. A requisite support system, in terms of infrastructure, faculty, transmission of knowledge and skills, is offered to promote the students' academic pursuits, as also to prepare them to face the fast-changing society with conviction and self-confidence. Conscious efforts are made to foster in the students a basic value system, civic responsibilities, environmental awareness, community orientation, gender consciousness and global competencies that ensure their qualitative enrichment and make them more complete human beings.

To develop the academic quality of the students, the college seeks to sustain a support system for effective learning through healthy practices as:

- Merit admission
- Academic counselling
- Individual care and attention in classes
- Remedial teaching to students with learning difficulty and advising advanced students with references for further learning
- Easy accessibility of teachers
- Independent project work
- Students' seminars and presentations
- Group discussions

- Departmental magazine/wall magazine/bulletin/journal
- Students' Study Circle
- Computerization of students' profile
- Regular monitoring of students' performance
- Issuing computerized report cards
- Parent-teacher meetings
- Promotion on the basis of well-formed rules
- Incentives and awards (Merit Scholarship in the college)

To meet the growing educational and social demands of the competitive globalized society, it is imperative to realize the potentialities of the students and to equip them to become self-reliant. With this end in view, the college

- conducts career-oriented Add –on Course in Hindi Journalism
- introduces new programmes/subjects in the academic curriculum
- offers short-term courses in collaboration with industries and companies
- offers career counselling
- organizes campus interviews for placement
- offered computer training to students till June 2006 in the computer centre within the premises.

The college seeks the all-round development of the students by

- Fostering their creative abilities
- Enhancing their literary, artistic and cultural potentialities through the functioning of independent student societies and the organization of intra and inter-college competitions.
- Exposing them to rich multi-cultural environment, within the campus to enable them to freely interact with diverse cultural groups.
- Developing in students civic responsibilities to make them responsible citizens in the future.
- Making students aware of the needs of the greater community and to respond to them in a positive manner.
- Award for special talent.
- Promoting health awareness.

Measures for Faculty Improvement

- Seed money for research / project to encourage faculty to engage in research.
- LASWEB Course
- Value Education
- Participation in seminars within and outside the college.
- Faculty released to participate in Refresher Course and Orientation Programme
- Teachers' Study Circle

41. **Linkages Developed with National / International, Academic / Research Bodies** - NIL
42. **Action Taken Report on the AQAR of the Previous Year** – Not Applicable. Last NAAC visit in December 2009.
43. **Any Other Relevant Information the Institution Wishes to Add:**

Consultancy Service:

- A faculty member of the Dept. of English offers academic counselling and has prepared study modules for the PG course of Netaji Subhas Open University.
- A faculty member of the Dept. of English has joined ELT Undergraduate Board of Studies for Certificate in English for Communication at Netaji Subhas Open University
- Faculty members of different departments have been appointed as guest lecturers at various colleges in the state as well as other universities.
- Faculty members of different departments have acted as paper setters/moderators/ head examiners for several universities in the state.
- A faculty member of the Dept. of Geography provides consultancy services to the corporate sector.

Extension Service:

- Dr Mandar Mukherjee, a faculty member in the Dept. of Political Science has been the spearhead in the planning and execution of the Aesthetic Therapy Unit of “Antara” – a psychiatric centre for the treatment of the mentally challenged. The technique of music and dance introduced by her for the purpose has been approved by medical experts as an effective therapy.

Art & Cuisine Fair

The college holds this fair on the last day of the college term before the Puja vacation. Students and teachers work together to put up stalls for food and art objects. The proceeds from the sale on 11 October 2010 were donated for charitable causes.

Part C:

Outcomes Achieved by the End of the Year

Diversification of Courses:

1. Introduction of
 - P.G in English - Inspection complete
 - P.G in Commerce - Inspection complete
 - More Self-financing Honours Courses – Application submitted for inspection
2. Regular seminars in all departments following a schedule – Refer to Sl.8
3. Special lectures by experts from higher education institutions of – repute/industry/corporate sector. - Refer to Sl. 8
4. Regular remedial teaching to be incorporated in the college timetable – Remedial Classes Conducted for Students of all Three Years.
5. Regular Newsletters/ Wall Magazines/ Journals by all departments – Published
6. Language Lab to be used more intensively by other departments – In addition to students of Communicative English also use by Journalism and Mass Communication Students.
7. Augmentation of CDs in the CD Library – Refer to Sl. 22
8. More books in the Book Bank. – Sl 22
9. Periodic students' feedback.
10. Engaging needy students for paid work in the library on Saturdays – Earn As You Learn Programme implemented
11. Career Counselling and Placement Cell to function more actively --Refer to Sl. 37
12. Alumni Association to contribute more fully to the college – Refer to Sl. 31
13. Expand NSS activities – Refer to Sl. 18.
14. Infrastructure Modification – Implemented
 - Renovation of general class rooms
 - Renovation of four Geography rooms/laboratories
 - Purchase of laboratory equipments for science departments
 - ICT equipped class rooms
 - Purchase of library books and equipments
 - Improvement of common areas
 - Cleaner college campus
 - Air-conditioned class rooms
 - Purchase of office equipments
15. Insurance for entire infrastructure – to be implemented in 2011

Part D:

Plans of the HEI for the Next Year

Plan of Action 2011

1. Upgrading Communicative English Course from Major to Honours
2. Introducing Mushroom Cultivation Course for all interested students and faculty members.
3. Seminars to be held in all departments on a regular basis following a schedule.
4. Remedial teaching to be continued as per newly instituted schedule in the college timetable on a regular basis.
5. Regular newsletters/wall magazines by all departments and publication of journals by more departments.
6. More ICT enabled rooms
7. More student friendly technology to be employed in the teaching learning process
8. Augmentation of CDs in the CD Library.
9. More books in the Book Bank.
10. Engaging needy students for paid work in the library on Saturdays.
11. Periodic students' feedback on facilities and infrastructure of the college.
12. Setting up of a Solar Plant.
13. Greener college campus
14. Tackling pollution control issues

(Dr Debnita Chakravarti)

(Smt Anuradha Banerjee)

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Name and signature of the coordinator IQAC

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Name and signature of the
Chairperson IQAC