

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

I. Details of the Institution

1.1 Name of the Institution

SOUTH CALCUTTA GIRLS' COLLEGE

1.2 Address Line 1

72, SARAT BOSE ROAD

Address Line 2

City/Town

KOLKATA

State

WEST BENGAL

Pin Code

700025

Institution e-mail address

southcalcuttagirlscollege@yahoo.com

Contact Nos.

(033)2475-3785

Name of the Head of the Institution:

Prof. Madhumita Chakrabarty

Tel. No. with STD Code:

033-2454-2265

Mobile:

09883267551

Name of the IQAC Co-ordinator:

SANJUKTA CHATTERJEE

Mobile:

9830247541

IQAC e-mail address:

sanjukta.chatterjee0@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

WBC0GN11360

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)

EC/32/355 dated 3-5-2004

1.5 Website address:

<http://www.southcalcuttagirlscollege.com>

Web-link of the AQAR:

<http://www.southcalcuttagirlscollege.com/AQAR2015-16.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	70.25	2004	2009
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

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

23/05/2014

1.8 AQAR for the year (for example 2010-11)

2015-2016

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

-

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme

-

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

2. IQAC Composition and Activities

2.1 No. of Teachers

6

2.2 No. of Administrative/Technical staff

3

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

-

2.8 No. of other External Experts

1

2.9 Total No. of members

14

2.10 No. of IQAC meetings held : 10(TEN)

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff and 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)

(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

- Creation of more subject options- Psychology (Honours) and Statistics (general).
- Academic Audit conducted by the University of Calcutta in 30/12/2015.
- Reactivation of placement cell with the introduction of two career oriented courses: ***(I) A three month course in spoken English and personality development in collaboration with George Telegraph Training Institute from 1st September 2016. (II) 2years complete diploma course in Computer Fundamentals, Graphic Editing Tools, Graphics Designing, 2D Multimedia and Animation and Web Designing conducted by WEBEL INFORMATICS from 17/05/2016.***
- Extension of Intercom connection between office, principal, staff room, laboratory, library and hostel started operating from August,2015.
- Clusters had organised inter-disciplinary innovative programs by utilizing UGC Grant of XII plan and had published there projects under following titles:

Cluster 1: Geography, Botany, Zoology and Physiology- *"Impact of Urbanisation In Southern Fringe of Kolkata: A Case Study in Village Amgachia"*.

Cluster 2: Economics, Journalism and Mass Communication and Political Science: *"The Crucial Nexus Between Man and Nature: A Case Study of East Kolkata Wetland."*

Cluster 3: English, History, Psychology and Sociology: *"Man and Nature: Conflict and Coexistence"*.

Cluster 4: Bengali, Sanskrit, Education, Philosophy and Library: *"Man In Environment"*.
- Introduction of computer aided learning through Virtual Smart Classroom from February, 2016.
- Introduction of CCTV Surveillance in four parts of college premises from February, 2016.

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">• Extension of college building by utilizing grant from MP lad.• IQAC has sent the Letter of Intent to welcome NAAC peer team for inspection.	<p>PWD has started the construction of 1st floor of the 6th bay..</p> <p>The College has received the dates of NAAC Peer Team visit on and from 28.11.2016 to 30.11.2017.</p>

** Annexure.- I- Academic Calendar of the year 2015-16.*

2.15 Whether the AQAR was placed in statutory body

Yes No

Management Syndicate Any other body

Provide the details of the action taken

IQAC had submitted SSR in 31st December, 2015 and was preparing the college for 2nd cycle of NAAC ACCREDITATION.

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	-	-	-	-
UG	29	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	29	-	-	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	29

1.3 Feedback from stakeholders* *(On all aspects)*

Alumni - Parents Y Employers - Students Y

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

Annexure.-II- analysis of the students' feedback.

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

NOT APPLICABLE

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

Psychology Honours and Statistics General have been introduced.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	27	10	15	-	1(teacher-in-charge)+ 1(Librarian)+ 1(graduate laboratory instructor)

2.2 No. of permanent faculty with Ph.D. 12

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
	2	7	-	-	-	-	-	-	2	7

2.4 No. of Guest and Visiting faculty and Temporary faculty CWTT-7 PTT- 7 GUESTS-19

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	1	3
Presented papers	2	1	4
Resource Persons	-	2	-

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

Audio- visual methods were applied in class teaching like PowerPoint presentation, use of overhead projector, movies etc.

2.7 Total No. of actual teaching days during this academic year 240

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) RE-EXAMINATION FOR UNSUCCESSFUL CANDIDATES IN THE TEST

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 1 - -

2.10 Average percentage of attendance of students

65%

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.(HONOURS)	100	-	1%	87%	4%	92%
B.Sc(HONOURS)	53	-	28%	66%	6%	100%
B.A.(GENERAL)	107	-	-	6%	36%	42%
B. Sc(GENERAL)	38	-	16%	42%	3%	61%

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

- **Cumulative Record Card** is introduced to trace the progress of individual student.
- Large lecture classes are taken with the help of **micro-phone** to make the lectures audible up to the last bench.
- Library has procured **CDs on film, documentary** and various subjects to promote audio visual lectures in classes.
- Teachers maintain diary to regularise the classes according to **academic calendar**.

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	-
HRD programmes	3
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	2
.	-

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	10	2	2	7
Technical Staff	7	1	3	-

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC has created a guiding body for research promotion consisting of five members- Principal/Teacher-in-Charge, Coordinator IQAC and three senior teachers.
- The body has formed a Committee for publication of a book with ISBN number and the work is in progress.
- The Department of Philosophy has sent a proposal for organising a National Seminar in collaboration with the Indian Council of Philosophical Research.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	1	-
Outlay in Rs. Lakhs	-	2	2	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	1	4	4(under publication)
Non-Peer Review Journals	-	2	-
e-Journals	-	-	-
Conference proceedings	-	-	-

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	Received
Major projects	-	-	-	-
Minor Projects	1	UGC	Rs. 2,00,000	Rs.1,50,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	1	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	1	-	-	-
Total	3	UGC	Rs. 2,00,000	Rs.1,50,000

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	International	National	State	University	College
Number	1	-	-	-	5
Sponsoring agencies	Society for Global Philosophy and Culture.				Bijon Krishna Mukherjee Memorial Lecture; Department of Cryptology and Security, Indian Statistical Institute; UGC and South Calcutta Girls' 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

UGC

From Management of University/College

-

Total

2 lacs

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	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	National	State	University	Dist	College
-	-	-	-	-	-	-

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	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="2"/>
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="8"/>
		Any other	<input type="text" value="1"/>

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

NSS:

1. Date- 24/09/2015- **Observation of NSS Day** through the College Cleaning and Dusting.
2. Date- 10/10/2015- Door to door **Pulse Polio Campaigning and Awareness Programme on the advantages of Vaccination.**
3. Date-21/01/2016- Cleaning of Bus Stand and Footpath as a part of **SWACHH BHARAT AVIYAN.**
4. Date- 24/02/2016- Seminar on **Sanitation** and Awareness Programme on **Human Trafficking.**
5. Date- 21/06/2016- Observation of **World Yoga Day** with the NSS Unit of the University of Calcutta.

NSS Special Camp (2014-15):

1. Date- 15/02/2016- Inauguration & local area Survey on the education level and medical requirements of the local inhabitants. The slum chosen for the activity was **PEYARA BAGAN SLUM Ward No- 69.**
2. Date-16/02/2016- Local area survey
3. Date- 17/02/2016- Counselling of alcoholic persons in the slum.
4. Date- 18/02/2016- Health Check-up by Dr. Sujit Chakraborty.
5. Date- 19/02/2016- Dental Check-up by Dr. Romita Roy.
6. Date- 20/02/2016- Eye check-up camp for old and visually challenged.
7. Date- 21/02/2016- **Sit and draw** competition for slum children. 70 children had participated in the competition.
8. Date-22/02/2015- Valedictory Program

COLLEGE FORUM:

1. Donation for The West Bengal Tuberculosis Association collected by sale of T.B.Seals among students.
2. A five days workshop on fabric painting and exhibition and inspirational talk of celebrities in the field of art.
3. Documentary Film Show.

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	3598.00 sq.m	-	-	-
Class rooms	17	-	-	17
Laboratories	8	-	-	8
Seminar Halls	2	-	-	2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	49	2	UGC	51
Value of the equipment purchased during the year (Rs. in Lakhs)	12.64	1.12	UGC	13.76

Others	-	-	-	-
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4.2 Computerization of administration and library

<p>Salary through COSA is introduced.</p> <p>Library has taken initiative to digitise their resource and this is already in progress.</p> <p>Bar-coding of books is in progress.</p> <p>Online Library Catalogue is available.</p> <p>Library is in a process of creating bibliographical database following KOHA, a library software management on <i>Ubuntu</i>.</p> <p>Online Admission had been introduced and payment was made through PAYMENT GATEWAY of HDFC BANK</p>

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21,373	24,14,957/-	329	1,09,432/-	21,702	25,24,389/-
Reference Books	273	62,465/-	18	8376/-	291	70,841/-
Journals	6	79,564/-	6(cont.)	7520/-	6	87084/-
e-books	Through	25,000/-	Through	5725/-	97,000+	30,725/-
e-Journals	NLIST		NLIST		6000+	
Digital Database	11,358 (CDs/ISIS) 1400(KOHA)		400(KOHA)		11,358 (CDs/ISI S) 1800(KO HA)	
CD & Video	27	3360/-	20	7381/-	47	10741/-
Others (specify)	Maps	Transferred	To the departments			

4.4 Technology up gradation (overall): No change.

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	-	-	-	-	-	-	-	-
Added	-	-	-	-	-	-	-	-

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

Wi-fi Connection is provided to Staffroom, Common room, Library, Laboratory, Hostel, Office, Audio-Visual Room.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.21
ii) Campus Infrastructure and facilities	28.98
iii) Equipments	3.12
iv) Others	2.09
Total :	34.4(APPROX.)

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Career Counselling is also held to explore the interest, goal and aspiration of the students.

Induction meeting with the parents of 1st year class is held to make them aware about the functioning of the college and about the support services and the extension programs available in the college.

5.2 Efforts made by the institution for tracking the progression

- REMEDIAL CLASSES FOR ALL STUDENTS.
- INTERACTIVE PROGRAMMES
- CLASS TEST, MID-TERM TEST
- PRACTICALS & PROJECT WORK

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1029	-	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

	No	%
Men	-	-

	No	%
Women	-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
953	78	13	23	-	1067	806	144	39	40	-	1029

Demand ratio 1: 2.92 Dropout % 6

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

- To career counselling and guidance institutions visited the college to and had organised one day workshop with them.

No. of students beneficiaries

80

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

5.6 Details of student counselling and career guidance

- The college has organised a three day workshop in collaboration with the Enterprise Development Institute of Govt. of West Bengal. 75 students have participated in this workshop.
- An industrial visit was organised and students had made interaction with successful entrepreneurs.
- Students' orientation programs are organised regularly in collaboration with different career guidance institutions.
- College library keeps guide books competitive examinations.
- College library also keeps '**Employment News**' to provide job related information.
- The College has organised a structured counselling cell under the supervision of the Department of Psychology. Counselling session is held once a week from 12noon – 4 p.m. 49 students are benefited in this academic session.

No. of students benefited

115

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
1	100	7	NOT KNOWN

5.8 Details of gender sensitization programmes

- A lecture was organised on “WOMEN’S RIGHTS AND EMPOWERMENTS”.
- 2 Sensitization programs were organized on – 1. RAGGING AND SEXUAL HARASSMENT IN THE WORK PLACE and 2. DOMESTIC VIOLENCE AND ITS VARIOUS ASPECTS.

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	FULL FREE-19 BOOK GRANT-19	17,100/-
Financial support from government(GOVT. OF WEST BENGAL)	KANYASREE (K2)- 39 TALENT SUPPORT FOR MUSLIM MINORITY- 47	Rs- 25,000/- @ PER CANDIDATE. VARIABLE ACCORDING TO THE REQUIREMENT OF THE COURSE.
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: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- To secure grant from UGC and Government of West Bengal for the completion of the remaining part of the college building.
- Complete automation of office and digitalization of library.
- Introduction of co-operative schemes for teaching and non-teaching staff members.

6.2 Does the Institution has a management Information System

- Management information system has been introduced through college website.
- Website is regular updated for convenience of Viewers.

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

6.3.1 Curriculum Development

- Module based lesson plans for all subjects of each course has been developed for systematic progress of teaching and timely completion of syllabus.

6.3.2 Teaching and Learning

- Regular lecture classes are organised.
- Practical and project works are done regularly.
- Seminars are organised for the academic benefit of the students.
- Debate, quiz etc are organised to augment general knowledge of the students.

6.3.3 Examination and Evaluation

- MID-TERM EXAMINATION FOR 1ST, 2ND & 3RD YR.
- SELECTION TEST BEFORE UNIVERSITY FORMS FILLS UP.
- RE EXAMINATION IS TAKEN FOR UNSUCCESSFUL STUDENTS IN THE SELECTIONS.

6.3.4 Research and Development

- IQAC has formed an internal research promotion team comprised of Teacher-in-Charge, IQAC Coordinator and three senior teacher members to encourage the teachers in submission of RESEARCH PROJECTS to UGC.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- E-BOOKS, E-JOURNALS, EMPLOYMENT RELATED JOURNALS ARE AVAILABLE IN THE LIBRARY.
- INTERNET ACCESS IS MADE AVAILABLE TO THE STUDENTS THROUGH N-COMPUTING SYSTEM.

6.3.6 Human Resource Management

- IQAC always encourage the teachers and staffs to maintain punctuality and regularity at work.

6.3.7 Faculty and Staff recruitment

NO RECRUITMENT IN THIS PERIOD.

6.3.8 Industry Interaction / Collaboration

- A MOU has been signed with GEORGE TELEGRAPH TRAINING INSTITUTE for a three months course in **Spoken English** and **Personality Development**.
- Another MOU was signed with WEBEL INFORMATICS for training the students in **Computer Fundamentals, Graphics Designing, Multimedia and Animation**.

6.3.9 Admission of Students

- **ADMISSION IS CONDUCTED THROUGH ONLINE ONLY.**
- **STUDENTS ARE SELECTED ACCORDING TO MERIT.**
- **COUNSELLING SESSION ARE ORGANISED IN GEOGRAPHY, ZOOLOGY, ENGLISH & JOURNALISM & MASS COMMUNICATION.**

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	MEMBERSHIP OF STUDENTS HEALTH HOME

6.5 Total corpus fund generated

Rs.57.25/- (lacs)+ Rs. 3.17/- (crore) (Govt. grant-in-aid: Salary)

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	University of Calcutta	Yes	College Authority
Administrative	-	-	-	-

6.8 Does the University/ Autonomous College declare results within 30 days? N.A.

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

N.A.

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

-

6.11 Activities and support from the Alumni Association

- A **REUNION** was organised by the **Alumni Association** with great enthusiasm in 15th September, 2015.
- Our Alumni had spent a day in the orphanage of HOPE Foundation on 9th December, 2015.
- They have distributed clothes among the poor in cooperation with Millennium Business Solution and KMC.

6.12 Activities and support from the Parent – Teacher Association

- The college have collected a feedback from the parents with the help of a pre-structured interview schedule on 12/12/2015.
- Teacher regularly keep connection with the parents regarding their daughter's attendance, educational performance and social and moral values.
- The college is trying to incorporate the suggestions given by the parents.

6.13 Development programmes for support staff

- Office clerks and Accountant received training for **Online Admission** from **WEBEL**.
- They have been trained in Office Automation Software.

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

- ECO CLUB of our college had organised an awareness campaign against dengue.
- Initiative has been taken to maintain cleanliness and **plastic free zone** in the college.
- Initiative has also been taken towards the **plantation of medicinal plant**.

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.

- The initiatives taken in the previous year are maintained regularly in this year also.

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

- The admission of session 2015-16 is done through online process only.
- Library facilities are extended with addition of 329 text books and 18 references books..
- UGC grant of 12th plan for innovative project for the students is disbursed among 4 clusters.

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

A good number of students get connected with locality and offer social awareness programs, organise health camps and encourage adult literacy among the under privileged.

The college has created 5 clubs for the students to encourage them in extra curricular activities and make them socially aware citizens of India,

- **ECO CLUB**: It had organised different environmental awareness campaign and celebrated World Environment Day
- **SOCIAL AWARENESS CELL**: It had organised lectures on-
 - i. CYBER TERRORISM AND SECURITY
 - ii. WOMEN'S RIGHTS AND EMPOWERMENT
 - iii. RAGGING AND SEXUAL HARRASEMENT IN THE WORKPLACE.
 - iv. DOMESTIC VIOLENCE AND ITS VARIOUS ASPECTS.
- **CINE AND PHOTOGRAPHIC CLUB**: It had organised a seminar on encouraging reality in Indian cinema on 19/8/2016. The club also arranged photographic competition among the students.
- **QUIZ AND DEBATE CLUB**: It had organised a quiz program. The students of the college participated in six groups.
- **PHYSICAL ACTIVITY CLUB**:
 - i. YOGA classes are taken in several batches.
 - ii. SHUDOKAN style karate classes are taken twice a week

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

7.4 Contribution to environmental awareness / protection

- AWARENESS AGAINST DENGUE.
- AWARENESS PROGRAMME AGAINST USE OF PLASTIC

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTHS

- The pass percentage of the students is very high considering they come from mediocre background.
- Students actively participate in all extra-curricular activities assigned to them.
- College encourages the successful students by giving them prizes and certificates.
- Sports and cultural activities are regularly organised and students also participate in great enthusiasm.

WEAKNESSES

- The admission of the college is not satisfactory considering it is located in the heart of Kolkata.

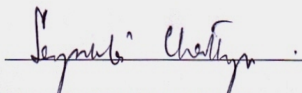
OPPORTUNITIES

- The college authority and IQAC are constantly trying to extend scope for education and extra-curricular activities as far as practicable.

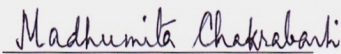
8. Plans of institution for next year

- Completion of remaining part of college building to fulfil the requirements of students and administration.
- Introduction of job oriented modern courses.
- Advancement modernisation and extension of hostel facilities.
- To publish a book with ISBN number consisting of research papers from teachers and students of the college.
- To request PWD to make a Ramp at the college gate for the convenience of physically disabled persons.
- Introduction of UG courses in Physiology (Hons.) and Chemistry(Gen.)

Name SANJUKTA CHATTERJEE Name MADHUMITA CHAKRABARTI



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

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