

The Annual Quality Assurance Report (AQAR) of the IQAC

2016-17

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:

Dr. Aparna De

Tel. No. with STD Code:

033-2454-2265

Mobile:

98361 95339

Name of the IQAC Co-ordinator:

SANJUKTA CHATTERJEE

Mobile:

98302 47541

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/AQAR2016-2017.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	B++	2.82	2016	2021
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)

2016-2017

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

8

2.2 No. of Administrative/Technical staff

2

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

15

2.10 No. of IQAC meetings held : 5 (FIVE)

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)

(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

- **IQAC of South Calcutta Girls' College has faced the 2nd Cycle of Accreditation of NAAC on and from 28th to 30th November 2016.**
- **The College has published two Books with ISBN number in which teachers, students and eminent invited authors have contributed.**
- **Scope for one more subject option has been created- Chemistry (General) is to be introduced with Botany and Zoology Honours.**
- Utilisation of UGC grant of XII plan for Books and Journals, Equipments and Innovative Projects has been complete.
- Grant for IQAC has been fully utilised according to given guideline.
- A new plan and detailed vetted Quotation for the remaining part of the College and Hostel Building is received from PWD and the College is trying to seek Grants from State Government to develop the infrastructure.
- Extension of CC Camera surveillances in Principal's Room and Entry Gate.
- Extension of computer aided learning through one Smart Classroom.
- Installation of another Virtual Classroom by utilising State Government Grant.
- Four solar lights are installed within College Campus.

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"> • IQAC has sent the Letter of Intent to welcome NAAC Peer Team for Inspection and the College has received the dates of visit on and from 28.11.2016 to 30.11.2016. • IQAC had tried to fulfil the recommendations of the Peer Team Members of the 1st cycle of accreditation before the visit of 2nd cycle. 	<p>The NAAC Peer Team led by the Chairperson Prof. Biranch N. Puhan , Member Co-ordinator Prof. Y. Prameela Devi and Member Prof. K.R.Ravikumar had visited the College for 2nd Cycle of Accreditation.</p> <p>As a result the College has secured B++ Grade in the NAAC Assessment.</p>

2.15 Whether the AQAR was placed in statutory body

Yes

 Y

No

 -

Management

 Y

Syndicate

 -

Any other body

 -

Provide the details of the action taken

Governing body has rendered all possible help to materialize the suggestions given by IQAC.

To cope up the financial requirements during NAAC Peer Team visit and to meet up other demands, the Governing Body of the College had arranged for funds to support the requirements.

Members of the Governing Body had an interaction with NAAC Peer Team members regarding our College and had explained the role of administration in the development of the College.

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	34	3	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	34	3	-	-
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	34

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

Mode of feedback : Online Manual 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.

One new Department is added -Statistics

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	29 (1 retired on 31st December)	12	14	-	1 Principal+1(Librarian)+1(graduate laboratory instructor)

2.2 No. of permanent faculty with Ph.D.

15

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
7	9	-	-	-	-	1	-	7	9

2.4 No. of Guest and Visiting faculty and Temporary faculty

CWTT-7

PTT- 8

GUESTS-15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	16	41	5
Resource Persons	-	1	-

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

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

Slide Shows, Film and Documentaries are shown to create interest in various subjects.

Tutorial Classes, Special Classes are taken regularly for the backward as well as advanced learners.

Access to Departmental Library is maintained to stimulate referencing.

Regular Class Tests are taken to assess the progress of the students.

Students' Seminars and publication of departmental journals are organised to make the

2.7 Total No. of actual teaching days a

during this academic year

212

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

REGULAR CLASS TEST AND TUTORIALS ARE TAKEN.

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

1	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)	103	-	2%	83%	4%	89%
B.Sc(HONOURS)	66	-	18%	65%	11%	94%
B.A.(GENERAL)	92	-	-	6%	22%	100%
B. Sc(GENERAL)	51	-	15.69%	25.5%	20%	100%

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

- **Cumulative Record Card** has been 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 of films, documentaries** on various subjects to promote audio visual lectures in classes.
- Teachers maintain **Self-appraisal 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	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others (Workshop on Concept of Philosophy by RKM)	-
10 months course on “Major Religions of the World” by RKM.	-

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	9	6	2	5
Technical Staff	5	2	-	-

Criterion – III

3. Research, Consultancy and Extension

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

<ul style="list-style-type: none"> • IQAC has created a guiding body for research promotion consisting of five members- Principal/Teacher-in-Charge, Coordinator IQAC and three senior teachers.

3.2 Details regarding major projects: Nil

	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	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals		-	2 (books with ISBN). 1 (book published by the Department of Bengali with ISBN)
Non-Peer Review Journals	-	-	1(Lab-journal published by the Department of Journalism and Mass-communication)
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	Submitted in March 2017	UGC	Rs.200000 in 2015.	
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	UGC	-	-

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	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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	-
	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 State level
National level International level

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="3"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="7"/>	Any other	<input type="text" value="-"/>

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

-

NSS:

NSS unit of C.U. celebrated World Yoga Day & Environment day at Calcutta University Rowing Club.

NSS volunteers were trained to make fertilizers from biodegradable kitchen waste.

The NSS Unit together with *ISWAR SANKALPA*, a NGO organised an awareness campaign on mentally retarded persons.

NSS volunteers rendered help to the mentally retarded women of SARBARI, a unit of Government of West Bengal and handed over to them clothes, jewelleryes and bindis before Durga Puja.

NSS volunteers observed the World Toilet Day by organising an awareness campaign through Poster Presentation.

A craft workshop was organised for slum children and youth by the NSS unit.

NSS Unit organised a College cleaning programme.

A workshop on re-use of paper was organised by the volunteers of NSS Unit.

NSS Special Camp 2016-17 (3.2.17-9.2.17)

DAY-1. Date- 03/02/2017- Inauguration of Special Camp by the Principal Dr. Aparna De- The slum chosen for the activity was **PEYARA BAGAN SLUM Ward No- 69**.

DAY-2. Date-03/02/2017- Local area survey by the volunteers.

DAY-3. Date- 04/02/2017- Local area survey to assess the educational level and medical help required by them.

DAY-4. Date- 05/02/2017- Dental Check-up by Dr. Romita Roy.

At the same day **Sit and draw** competition for slum children. 130 children had participated in the competition.

DAY-5 & 6 .Date- 06/02/2017 and 07/02/2017- Eye check-up camp for old and visually challenged people by Siridi Sai Foundation

DAY-6 Date-08/02/2017-Health Check-up by Dr.Sujit Ckakraborty.

DAY-7 Date- 09/02/2017- Counselling of Alcoholics by Vidisha Roy.

Valedictory Programme.

COLLEGE FORUM:

1. Donation for ***T.B.SEAL***.
2. One day workshop on **JWELLARY MAKING** for in-house students as well as slum children in summer recess organised by **Prof. Susmita Mandal**, Assistant Professor in Geography.
3. Campaign on Communal Harmony.

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.		5	UGC State Govt. & College Fund	
Value of the equipment purchased during the year (Rs. in Lakhs)			UGC	
Others	-	Toilet in Hostel, Footpath from front gate to back gate and Hostel & Ramp for Physically Challenged Persons, Sitting arrangements for Guardians.	MP LAD	-

4.2 Computerization of administration and library:

1800 books of the College library are in digital database through KOHA.

Online Admission had been introduced and payment was made through **online mode only.**

The College office is in the process of Automation through customised software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21,702	25,24,389/-	80	49,249/-	21,782	25,73,683/-
Reference Books	291	70,841/-	3	255/-	294	71,096/-
e-Books	97,000 (Through Nlist)	30,725/-	Through Nlist	5725/-	97000+	36,450/-
Journals	6	87,084/-	New issues of the existing journals	4200/-	6	91,284/-
e-Journals	6000 (Through Nlist)	-	Through Nlist	-	6000	-
Digital Database	1800 in KOHA software	-	12200 in KOHA Software	-	14,000	-
CD & Video	47	10,741	-	-	47	10,741
Others (specify)	Maps	transferred				

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	31	21	7	-	-	6	GEO-9 JOUR-10 HIST-1 BOTA-1	4
Added	4	-	-	-	-	1	Psychology-1 Staff-room-1 Principal's room-1	2in Virtual Class rooms.
Total	37	21	7	-	-	7	24	6

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

- Two computers one each for departments of geography and journalism and mass communication are added to increase the student computer ratio in class.
- Internet access is provided to Staffrooms in 2nd and 4th Floors and in one Virtual Classroom and one Smart Classroom.
- Library and Office were connected with high speed **BROADBAND INTERNET** replacing VPN connection.
- WI-FI connection is made available to students' Common Room and Hostel.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.43
ii) Campus Infrastructure and facilities	22.89
iii) Equipments	0.056
iv) Others	6.18
Total :	29.556 (APPROX. AND UNAUDITED)

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has started to look after the existing student support services and to extract more benefits out of it.

A structured Counselling Cell and Career Advancement and Placement Cell is functioning in the College.

Facilities of Hostel, Gym, Common Room and Cheap Store are extended.

Students enjoy facilities from " Students' Health Home.

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
982	-	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
-	-

Women

No	%
-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
806	14 4	39	40	-	1029	819	109	14	40	-	982

Demand ratio 1: 6.485 Dropout % 18

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

Books on Competitive examinations are kept in the Library.

Employment News and other magazines are taken regularly to supply information regarding employment.

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

- 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.
- College has started Spoken English and Personality Development Course in collaboration with George Telegraph Training Institute from 1st September, 2016.
- Webel Informatics has started a course on Graphics Editing Tools, Graphics Designing, 2D Multimedia and Animation and Web Designing from December 2016.
- Enterprise Development Programme was organised in 26th, 27th and 29th September 2016 in collaboration Enterprise Development Institute of Govt. Of West Bengal.

No. of students benefited

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	84	8	Data not available

5.8 Details of gender sensitization programmes

The Social Awareness Cell had arranged a programme on Anti-Ragging and Sexual Harrassment in workplace in 29.07.2016.

A programme on Domestic Violence and Sexual Harrassment was organised in 20.09.2016.

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

1

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- 24 HALF FREE-0 BOOK GRANT-0	13950/-
Financial support from government(GOVT. OF WEST BENGAL)	KANYASREE (K2)- 58 TALENT SUPPORT FOR MUSLIM MINORITY-4	Rs- 25,000/- @ PER CANDIDATE. VARIABLE ACCORDING TO THE REQUIREMENT OF THE COURSE.
Financial support from other sources	24	-
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.
- To construct a Hostel Block with improved facilities of lodging and learning.
- Complete automation of office and digitalization of library.
- To extend Adult Literacy Programme in nearby slum to make the students aware and connected with the society.

6.2 Does the Institution has a management Information System

- Management circulates information system 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 have 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.
- To create academic interest among the students, group discussions, seminars, talks etc. Are organised regularly.
- College magazine and departmental wall-magazines are published to enhance their power of expressions.

6.3.3 Examination and Evaluation

- MID-TERM EXAMINATION FOR 1ST, 2ND & 3RD YR.
- SELECTION TEST BEFORE UNIVERSITY FORMS FILLS UP.
- REGULAR CLASS TESTS ARE TAKEN.

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.
- TWO VIRTUAL CLASSROOMS ARE ADDED FOR STUDENTS' BENEFIT.

6.3.6 Human Resource Management

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

6.3.7 Faculty and Staff recruitment

- JOINED FACULTY- **PRINCIPAL of the College.**
- **POLITICAL SCIENCE-1**
- BENGALI-1
- EDUCATION-2
- HISTORY-1
- SOCIOLOGY-1
- PSYCHOLOGY-1
- Guest Lecturers-10

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

- **ADMISSION IS CONDUCTED THROUGH ONLINE ONLY.**
- **PAYMENT IS MADE THROUGH ONLINE MODE ONLY.**
- **STUDENTS ARE SELECTED ACCORDING TO MERIT.**

6.4 Welfare schemes for

Teaching	Nil
Non teaching	Nil
Students	Membership of Students' Health Home

6.5 Total corpus fund generated

Rs. 86,92,368/-

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	-	-	Y	-
Administrative	-	--	-	-

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

For UG Programmes Yes No

For PG Programmes Yes No

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

-

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.
- They have extended full moral support on every aspect of college development.
- They have actively participated in different social and cultural program. They had organised exhibition of handworks and planted trees in World Environment Day.
- They have distributed clothes among the poor with Millennium Business solution and Kolkata Municipal Corporation.

6.12 Activities and support from the Parent – Teacher Association

The College invites one Guardian as the IQAC member.

- The college has collected a systematic feedback from the parents.
- Teacher regularly keep connection with the parents regarding their daughter's attendance, educational performance and social and moral values through Departmental Parent-Teacher Meeting.
- Guardians have furnished following suggestions:

Teachers may take bi-lingual classes and provide notes in Bengali and English separately.

Regularity in attendance should be seriously enforced.

More class tests and surprise tests may be taken.

Special classes may be arranged for weak students.

Guardians have unanimously offered their full cooperation regarding the developmental activities of the College.

6.13 Development programmes for support staff

- Principal and 2 other office clerks received training on e-pension from Govt. Of West Bengal.
- Principal, Cashier and 1 office Clerk received training on ONLINE EXAMINATION FORM FILL-UP FROM UNIVERSITY OF CALCUTTA.
- PRINCIPAL AND 1 OFFICE CLERK RECEIVED TRAINING FROM HRMS.
- Library Clerk (casual) had completed course on KOHA Software from Bengal Library Association.
- Guest Faculty in Computer Laboratory has taken training in Q-GIS.

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

- The College has installed four **solar power panels within campus. This is a small step** to make the building eco-friendly.
- 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.
- The College has organised interdisciplinary Cluster Programmes to create interest in other areas of learning.

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 2016-17 is done through online process only.
- Library facilities are extended with addition of eighty new books including reference books.
- To encourage e-learning College Library has introduced over one lakh e-books and e-journals through NLIST.
- The library has extended it's video library by purchasing new videos.
- Wi-Fi connection is available in Principal's room, office, library, staff-room, virtual classrooms and audio-visual room.
- UGC grant of 12th plan for innovative project for the students is completely utilised.
- UGC grant for IQAC is completely utilized.
- PWD has reframed a new plan for hostel building.

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

- The College regularly organise knowledgeable and inspiring talks by eminent resource persons.
- Students are connected with adult literacy programmes in the nearby locality.
- The College has organised four cluster programmes on interdisciplinary basis for the students. These are:
 - Departments of English, History, Psychology and Sociology- CONFLICT AND COEXISTENCE.
 - Departments of Bengali, Sanskrit, Education and Philosophy- MAN AND NATURE
 - Departments of Economics, Journalism and Mass communication and Political Science- THE CRUCIAL NEXUS BETWEEN MAN AND NATURE ; A CASE STUDY OF EAST KOLKATA WETLAND
 - Departments of Geography, Botany, Zoology and Physiology- IMPACT OF URBANIZATION IN SOUTHERN FRINGE OF KOLKATA: A CASE STUDY IN VILLAGE AMGACHIA.

7.4 Contribution to environmental awareness / protection

- AWARENESS AGAINST NOISE POLLUTION.
- 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.

- The College has gone through The SECOND CYCLE OF ACCREDETATION by NAAC on and from 28th to 30th November 2016 and is awarded B++ Grade.
- Two books on contemporary issues are published with ISBN numbers- (i) OUR PLACE OUR SPACE OUR CASE: Women Issues in Contemporary India; ISBN 978-93-85-119. (ii)NATURE AS A RESTING WHEEL: Man Nature Interactions from Various Perspectives; ISBN 998-93-85-119.
- The pass percentage of the students is very high provided they come from mediocre background.
- Students actively participate in all extra-curricular activities assigned to them. Students had put up a very attractive programme before the NAAC PEER TEAM Members to showcase the rich cultural heritage of Bengal.
- College encourage the successful students by awarding prizes and certificates in a social ceremony.

8. Plans of institution for next year

- To apply for Grant-in-Aid from RUSA for College development.
- To introduce Chemistry General.
- To introduce Food and Nutrition Honours and General after Chemistry General is introduced.
- To introduce more general combinations with existing Honours subjects.
- To introduce Geography General with few Honours subjects.
- Partition of few rooms to increase spaces for honours classes.
- Construction of a LANGUAGE LABORATORY for Bengali, English and Sanskrit Departments.
- Construction of a FILM PROCESSING LABORATORY AND RECORDING STUDIO for the Department of Journalism and Mass Communication.
- Construction of a GIS LABORATORY for the Department of Geography.
- To request the local Counsellor as well as the Transport Minister of the Govt. Of West Bengal an auto rout from nearby Metro Station.
- To publish a PEER REVIEW JOURNAL with ISSN.
- To apply to UGC and Higher Education Department of Govt. of West Bengal to provide financial help to introduce coaching classes for Competitive Examinations.
- To ready the college for academic audit.
-

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

