

The Annual Quality Assurance Report (AQAR) of the IQAC

For the Academic Year 2016-17



KHUDIRAM BOSE CENTRAL COLLEGE

71/2A, Bidhan Sarani. Kolkata 700006

Part – A

1. Details of the Institution

1.1 Name of the Institution

KHUDIRAM BOSE CENTRAL COLLEGE

1.2 Address Line 1

71/2A, BIDHAN SARANI

City/Town

KOLKATA

State

WEST BENGAL

Pin Code

KOLKATA - 700006

Institution e-mail address

khudiram.bose@gmail.com

Contact Nos.

(033) 2555 - 7102

Name of the Head of the Institution:

DR. SUBIR KUMAR DUTTA

Tel. No. with STD Code:

(033) 2555 - 7102

Mobile:

9830450459

Name of the IQAC Co-ordinator:

DR. SRIPARNA DUTTA (Jul- Nov 2016)

DR. SUBHRA UPADHAYAY (Dec 2016- Jun 2017)

Mobile:

9830094793

IQAC e-mail address:

kbcc_iqac1884@rediffmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

WBC0GN 13422

1.4 NAAC Executive Committee No. & Date:

EC(SC)/18/A&A/100.2 dated 05-11-2016

*(For Example EC/32/A&A/143 dated 3-5-2004.**This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)***1.5 Website address:**

www.khudirambosecentralcollege.com

Web-link of the AQAR:

www.khudirambosecentralcollege.com/Default.aspx

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------------------|
| 1 | 1 st Cycle | C+ | | 2007 | 2007-2012 |
| 2 | 2 nd Cycle | B | 2.13 | 2016 | 05.11.2016 to 04.11.2021 |
| 3 | 3 rd Cycle | | | | |
| 4 | 4 th Cycle | | | | |

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

24.04.2013

1.8 AQAR for the year

2015-16

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

- i. AQAR 2010-2011 submitted to NAAC on 07/04/2015
- ii. AQAR 2011-2012 submitted to NAAC on 07/04/2015
- iii. AQAR 2012-2013 submitted to NAAC on 07/04/2015
- iv. AQAR 2013-2014 submitted to NAAC on 29/04/2015
- v. AQAR 2014-2015 submitted to NAAC on 18/12/2015
- vi. AQAR 2015-2016 submitted to NAAC on 28/02/2018

1.10 Institutional StatusUniversity State Central Deemed Private Affiliated College Yes No Constituent College Yes No Autonomous college of UGC Yes No Regulatory Agency approved Institution Yes No

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

| | | | | | | |
|---------------------|-------------------------------|-------------------------------------|------------------------|-------------------------------------|---------|-------------------------------------|
| Type of Institution | Co-education | <input checked="" type="checkbox"/> | Men | <input type="checkbox"/> | Women | <input type="checkbox"/> |
| | Urban | <input checked="" type="checkbox"/> | Rural | <input type="checkbox"/> | Tribal | <input type="checkbox"/> |
| Financial Status | Grant-in-aid | <input type="checkbox"/> | UGC 2(f) | <input checked="" type="checkbox"/> | UGC 12B | <input checked="" type="checkbox"/> |
| | Grant-in-aid + Self Financing | <input checked="" type="checkbox"/> | Totally Self-financing | <input type="checkbox"/> | | |

1.11 Type of Faculty/Programme

| | | | | | | | | | |
|----------------------------|-------------------------------------|-------------|-------------------------------------|----------------|-------------------------------------|------------|--------------------------|----------------|--------------------------|
| Arts | <input checked="" type="checkbox"/> | Science | <input checked="" type="checkbox"/> | Commerce | <input checked="" type="checkbox"/> | Law | <input type="checkbox"/> | PEI (Phys Edu) | <input type="checkbox"/> |
| (* Science only Geography) | | | | | | | | | |
| TEI (Edu) | <input type="checkbox"/> | Engineering | <input type="checkbox"/> | Health Science | <input type="checkbox"/> | Management | <input type="checkbox"/> | | |
| Others (Specify) | <input type="text"/> | | | | | | | | |

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

UGC

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 | <input type="text" value="4"/> |
| 2.2 No. of Administrative/Technical staff | <input type="text" value="2"/> |
| 2.3 No. of students | <input type="text" value="1"/> |
| 2.4 No. of Management representatives | <input type="text" value="2"/> |
| 2.5 No. of Alumni | <input type="text" value="--"/> |
| 2.6 No. of any other stakeholder and community representatives | <input type="text" value="--"/> |
| 2.7 No. of Employers/ Industrialists | <input type="text" value="--"/> |
| 2.8 No. of other External Experts | <input type="text" value="--"/> |
| 2.9 Total No. of members | <input type="text" value="9"/> |
| 2.10 No. of IQAC meetings held | : <input type="text"/> |
| 2.11 No. of meetings with various stakeholders: | No. <input type="text"/> Faculty <input type="text"/> |
| Non-Teaching Staff /Students | <input type="text"/> Alumni <input type="text"/> Others <input type="text" value="Parents (1)"/> |
| 2.12 Has IQAC received any funding from UGC during the year? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| If yes, mention the amount | <input type="text"/> |
| 2.13 Seminars and Conferences (only quality related) | |
| (i) No. of Seminars/Conferences/Workshops/Symposia organized by the IQAC | |
| Total Nos. | <input type="text"/> International <input type="text" value="-"/> National <input type="text" value="-"/> Workshop <input type="text" value="-"/> |
| | State <input type="text"/> Institution Level <input type="text"/> |

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 |
|--|---|
| <ol style="list-style-type: none">1. Purchase of office equipment and ICT requirements with the fund received by IQAC, from UGC.2. IQAC along with Career Developmental Cell come forward for campus placement. | <ol style="list-style-type: none">1. File-cabinet, desk-top computer, a printer and scanner purchased have been purchased utilizing the fund.2. Already some corporate bodies like TCS, WIPRO etc. have been contacted and conducted their interview process |

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

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | | | | |
| PG | 7 (DDEVU)* | | | |
| UG | 9 Honours +3 General | | | |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | | | | |
| Others | | | | |
| Total | 19 | | | |

| | | | | |
|-------------------|--|--|--|--|
| Interdisciplinary | | | | |
| Innovative | | | | |

*Directorate of Distance Education, Vidyasagar University

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

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | |
| Trimester | |
| Annual | |

1.3 Feedback from stakeholders* (On all aspects)

Alumni Parents Employers Students
 From the eminent persons visiting the college
 Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

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

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|---|
| 26 | 14 | 1 | – | Principal – 1 Librarian – 1 PPT – 7 CWTT – 1 |

2.2 No. of permanent faculty with Ph.D.

4 (including principal)

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 |
| | | | | | | | | | |

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest -

Visiting- 0

Temporary - 0

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | | 3 | 2 |
| Presented papers | 13 | | |
| Resource Persons | | | |

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

- Departmental seminars are regularly organized where the students get the opportunity to have an exposure of the recent developments and interact with eminent persons of their subjects.
- Students are encouraged to give talks and PPT presentations in students seminars. Best speakers are awarded.
- Remedial classes are taken for students belonging to non-creamy layer (SC/ ST/OBC and Minorities) and also weaker students.

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

190

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

n.a.

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

| | | |
|--|--|--|
| | | |
|--|--|--|

2.10 Average percentage of attendance of students

| |
|--|
| |
|--|

2.11 Course/Programme wise distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Class/Division | | | | |
|------------------------|--------------------------------|----------------|------|------|------|--------|
| | | Distinction % | I % | II % | III% | Pass % |
| B.A. (Hons.) | 54 | | 7 | 33 | 20 | 61 |
| B.A. (General) | 68 | | 3 | 50 | 33.8 | 79.4 |
| B.Com. (Hons.) | 17 | | 11.8 | 29.4 | 35.3 | 70.6 |
| B.Com. (General) | 61 | | 0.02 | 21.3 | 27 | 41 |
| B.Sc. (Hons.) | 20 | | 10 | 50 | 30 | 90 |
| B.Sc. (General) | 4 | | 0 | 75 | 25 | 100 |

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

- a) IQAC coordinate the function of different cells and committees. The members of IQAC are included in such bodies.
- b) IQAC initiates the departments to organize seminars and special lectures. IQAC particularly monitors the organization of Departmental Student' Seminars.
- c) IQAC collect and analyse the 'Feedback' responses from stake holders and modification in the teaching –learning process is done accordingly.
- d) IQAC coordinates for publication of departmental wall magazines and best magazine award is given by IQAC.

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

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 2 | | | |
| Technical Staff | 1 | | | |

Criterion – III

3. Research, Consultancy and Extension

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

1. The faculties are encouraged to publish their works in peer reviewed journals.
2. Computers have been added in the Library for the of faculties, exclusively for research work.
3. IQAC has taken active role in the upgrading of the library, especially in the procurement of Journals and e-journals.

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 | | | | |
| Outlay in Rs. Lakhs | | | | |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 1 | 1 | |
| Non-Peer Review Journals | | | |
| e-Journals | | 1 | |
| Conference proceedings | | 7 | |

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 in Rs. | Received in Rs. |
|--|---------------|----------------------------|-------------------------------|-----------------|
| Major projects | | | | |
| Minor Projects | | | | |
| 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 | | | | |

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 College forum
NCC NSS Any other

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

- Bhasa divas
- Hindi divas
- Munshi prem chand jayanti
- Rabindra jayanti
- National youth day
- Independence day
- Republic day
- Netaji birth day
- University foundation day
- Khudiram bose memorial lecture
- Annual prize distribution
- Annual sports

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 | 468.3SQ.M | | | 468.3SQ.M |
| Class rooms | 18 | 5 | | 11 |
| Laboratories | 3 | | | |
| Seminar Halls | | | | |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | | | | |
| Value of the equipment purchased during the year (Rs. In Lakhs) | | | | |
| Others | | | | |

4.2 Computerization of administration and library

The institution has tried its level best to computerise works of administration and library. LAN connections are established among library computers. LAN connections are established among library computers and teachers room. Internet surfing / ebooks and e-journals facility are available for both teachers and students

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|--------|-------------|----------|-------|-------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | | | | | | |
| Reference Books | 18100 | | 44 | 10,309/- | 18144 | |
| e-Books* | | | | | | |
| Journals | | | | | | - |
| e-Journals* | NLIST | 5750/- | NLIST | 5900/- | -- | - |
| Digital Database | | | | | | - |
| CD & Video | - | - | - | - | - | - |
| Others (specify) | - | - | - | - | - | - |

* all e-books and e-journals are available through N-LIST programme funded by UGC.

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office (No. of Computers) | Departments (No. of Computers) | Others |
|----------|-----------------|---------------|----------|------------------|------------------|---------------------------|--------------------------------|---------------------------------|
| Existing | 27 | 3 | 4 | -- | -- | 5 | 5 | 2(Staff room, Principal's room) |
| Added | 1 | 6 | 2 | 2 | | 0 | 1 | |
| Total | 28 | 9 | 6 | 2 | | 5 | 6 | |

* The campus has been upgraded as a wi-fi zone.

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

| |
|---|
| <ol style="list-style-type: none"> 1. The college campus has been upgraded as a Wi-Fi zone. 2. Students can access internet free of cost, in their respective departments, under the supervision of the teachers. 3. Students can access internet in the 'browsing zone' of the library, free of cost. 4. Students also get knowledge of the relevant software in accordance with their curriculum. |
|---|

4.6 Amount spent on maintenance in lakhs :

| | |
|--|--------------------------|
| i) ICT | Rs. <input type="text"/> |
| ii) Campus Infrastructure and facilities | Rs. <input type="text"/> |
| iii) Equipments | Rs. <input type="text"/> |
| iv) Others | Rs. <input type="text"/> |
| Total : | Rs. <input type="text"/> |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. An orientation programme is held at the beginning of the new session for the 1st year students. The Principal, IQAC Coordinator and senior faculties of the College intimate students about the mission and vision of the College facilities and student support service of the College.
2. Every students getting admission to the college are provided with a prospectus where various students service are mentioned in detail.
3. The website is updated regularly and notices on various student support service is displayed there.
5. IQAC with 'Women Cell', 'Kanyashree Cell', 'Career Counselling Cell' keep on monitoring students welfare in a regular basis

5.2 Efforts made by the institution for tracking the progression

- Class tests and mid-term examinations are taken by the college
- Regular guardian meetings are held where they are informed about the performance & attendance of their wards.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|----|--------|--------|
| 1200 | | | |

(b) No. of students outside the state

(c) No. of international students

| | | | | | |
|-----|----|---|-------|----|---|
| Men | No | % | Women | No | % |
| | 43 | | | 57 | |

| Last Year | | | | | | | This Year | | | | | |
|-----------|---------|----|----|-----|-----------------------|-------|-----------|----|----|-----|-----------------------|-------|
| Level | General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| U.G. | | | | | | | | | | | | |
| P.G. | | | | | | | | | | | | |

Demand ratio $\frac{\text{U.G.}}{\text{P.G.}}$: Dropout % : U.G. : P.G.:

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

* Exact data is presently unavailable.

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

No. of students benefitted

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 |
| | | | |
| | | | |

5.8 Details of gender sensitization programmes

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

| Financial Support From | Founding Body | Amount in Rs. | No. of students |
|---|--|------------------------|-----------------|
| Financial support from institution | Students' Aid Fund | | |
| | Students' Welfare Fund (Concession) | | |
| Financial support from government | Merit Cum Means from W.B. Govt. | | |
| | West Bengal Minority Development & Finance Corporation | | |
| | W.B.C.H.S.E. | | |
| | U.G.C. | | |
| | C.M | | |
| | Kanyasree Prakalpa, Govt. of W.B. | 25,000X28= 7,00,000 | 28 |
| | O.B.C. | | |
| | S.C. | | |
| | S.T | | |
| | From Railways | | |
| | Urdu Academy | | |
| Financial support from other sources | | | |
| | | | |

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: _____

Major grievances obtained from the students **in the last session** and the modes of redressal are:

| Grievances | Redressal |
|------------|-----------|
|------------|-----------|

| | |
|--|--|
| | |
|--|--|

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision – is embodied in Vivekananda’s the Upanishad: ‘Arise, awake and stop not till the goal is reached.’

The mission of the institution is “Self Reliance” to provide all around development of the students with the spirit of cooperation among all. Also keeps on motivating students so that they receive a good moral character also.

6.2 Does the Institution has a management Information System – The institution management interaction system which rests on two following vital pillars:

- ❖ The institution has built-up a comprehensive data base on students’ admission, library books etc
- ❖ All financial records are maintained in computer data base.

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

6.3.1 Curriculum Development

Done by Calcutta University, Not by College

6.3.2 Teaching and Learning

- 1) Departmental Educational Tours
- 2) Film show By English Department
- 3) Department of Journalism arranged Workshop & Training Programme On Media and Editing
- 4) Extension Lecture for Students
- 5) Dramatization of Teaching – a Selected piece from Hindi Novel
- 6) Departments of Commerce, Education Arrange Project Based Work

6.3.3 Examination and Evaluation

- The University norms are followed for examination and evaluation of UG students. The P.G. departments adopt the semester system
- Mid-term examination is conducted by the college for the 1st year Honours students.
- College conducts Test – Examinations prior to the finals, for all U.G. courses.
- The class tests are taken by all departments as and when required.

6.3.4 Research and Development

- One teacher is pursuing Ph.D. work.
- Faculty members regularly present their work in national and international seminars.
- Several papers have been published by faculties in reputed journals. Books of national and international repute have been published by leading publishing houses.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Students can avail free internet access in the Library.
- Various ICT tools photocopiers, scanners, printers are being used.
- Xerox facility is available in the college
- Upgradation and expansion of the laboratories are in process.

6.3.6 Human Resource Management

1. **Different committees and cells** are formed
2. **Students' Common Room** are there with different kind of Sports equipments.
3. **College Canteen** is there and it's food quality always monitored by the college authority.
4. Students Health Check-up camp was also conducted by NSS wing of this college.

6.3.7 Faculty and Staff recruitment

6.3.8 Industry Interaction / Collaboration

6.3.9 Admission of Students

On-line admission has been conducted as per the norms laid down by the University of Calcutta

6.4 Welfare schemes for

| | |
|--------------|--|
| Teaching | Group Insurance, General Provident Fund |
| Non teaching | Group Insurance, General Provident Fund |
| Students | <ul style="list-style-type: none">• Concession in fees for needy students• Bus / Rail Fare Concession |

6.5 Total corpus fund generated

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 | | | | |
| Administrative | | | | |

6.8 Does the University/ Autonomous College declares 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

4th March 2017: First reunion Programme in Collaboration with NSS, KBCC.

- In this program they have donated clothes to the NGOs (Murari Pukur Sishu Vikash Sangh & Maufer Man
- Donated school kits to the students of Sishu Vidyapith & Pearabagan School
- Free health check up to the students of slum school by Medical Bank
- Publication of Punarnava : Alumni Association Book

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher meetings are held for the 1st year students by each department.

This meeting was conducted in December 2015

6.13 Development programmes for support staff

College regularly updates different software as and when required by the administration, library and different departments. The support staff are encouraged and trained with these software's for better human resource management.

COSA Training, Kanyashree, IQAC Training etc

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

- 1) College is made No- Smoking Zone
- 2) Gutkha & other Health Hazard objects Banned

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.

- **Special address by Dr. Maharaj**
- Special 2 day workshop had been done by Ministry of consumer Affairs with the collaboration of Women Cell of this College
- Wall Magazine were done by various departments.

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

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

1. Sports
2. Annual Awards

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted? Yes No

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

8. Plans of institution for next year

Creating space within college campus to undertake research activities
Increase number of class rooms
Improving academic standard of the college

Name:- Dr. Subhra Upadhyay

Name:- Dr. Subir Kumar Dutta

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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