

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

AQAR for the year (*for example 2013-14*)

2014-15

### I. Details of the Institution

1.1 Name of the Institution

WOMEN'S COLLEGE, CALCUTTA

1.2 Address Line 1

P-29,KSHIRODE VIDYA VINODE AVENUE

Address Line 2

City/Town

KOLKATA

State

WEST BENGAL

Pin Code

700003

Institution e-mail address

[womenscollegekolkata@gmail.com](mailto:womenscollegekolkata@gmail.com)

womenscollegecalcutta2012@gmail.com

Contact Nos.

9836896634

Name of the Head of the Institution:

DR. MAHUA DAS

Tel. No. with STD Code:

(033) 2554-4540

Mobile:

9836896634

Name of the IQAC Co-ordinator:

DR. MANASI SENGUPTA

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID(For ex. MHC0GN 18879)

**OR**

1.4 NAAC Executive Committee No. & Date:  
(For Example EC/32/A&A/143 dated 3-5-2004.   
*This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)*

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	82.5	2007	5 Years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

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

- i. AQAR 2011-2012 \_\_\_\_\_(18/10/2012)
- ii. AQAR 2012-2013 \_\_\_\_\_(30/12/2015)
- iii. AQAR\_2013-2014 \_\_\_\_\_(30/12/2015)

1.9 Institutional Status

University State  Central emed  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  Men  Women

Urban Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

UNIVERSITY OF CALCUTTA

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme		<input type="text"/>	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes		<input type="text"/>	

## **2.IQAC Composition and Activities-**

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="-"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="-"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="2"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	01

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

- 1. ISSN approved journal was published in collaborate with Indian Institute Of Psychometry
- 2. Students feedback on the college amenities and teachers' performance was adhered to

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
1. New College Campus.	Plan sanction + PWD approval and other initiative were taken
2. Opening of some other PG programmes under CU	Applications were sent for opening PG programme in psychology, English, journalism.

\* Academic Calendar of the year as **Annexure.-1**

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

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## 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	01		01	
UG	15		04	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	01(spoken English)		01	
Others				
<b>Total</b>				

Interdisciplinary				
Innovative				

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option ✓/ Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	
Annual	16

##### 1.3 Feedback from stakeholders\* Alumni

(On all aspects)

Parents
  Employers
  Students

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

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

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

NA

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

NA

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	21	10	10		

(including principal)

2.2 No. of permanent faculty with Ph.D.

7

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
3	8								

2.4 No. of Guest and Visiting faculty and Temporary faculty

23

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	College Level
Attended Seminars/ Workshops			SD-1 UM-1	*21
Presented papers		SB – 1	SB-1 DK-2	
Resource Persons			PRINCIPAL-2 Dr Indrani sen-1	

(\*)All the teachers have attended the seminar organized by the college

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

Smart classroom introduced.

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

2014-15

170 days

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

Open book examination for internal assessment in different department.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum – 1, Dr Indrani Sen

2.10 Average percentage of attendance of students

75%

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>B.A/B.SC PART-I EXAM (HONS)</b>	530	NA	36	315		66.22%
<b>B.A/B.SC PART-I EXAM(GEN)</b>	89	NA	----	----		Qualified-50 (56%)
<b>B.A/B.SC PART-II EXAM(HONS)</b>	416	NA	34	291 (passed without honours-85)		78%
<b>B.A/B.SC PART-II EXAM(GEN)</b>	161	NA	----			Qualified-63(40%)
<b>B.A/B.SC PART-III EXAM(HONS)</b>	368	NA	24	344		100%
<b>B.A/B.SC PART-III EXAM(GEN)</b>	194	NA	---	---		Qualified-128 (65%)



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

- Conducting regular seminars,
- Inspiring the faculty to pursue research work,
- Playing leading role in publishing the Journal
- Keeping a record of the achievements of the faculty members
- Analysis of the feedback given by the students and guardians and doing the needful in maintaining the standard of teaching.

## 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	
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	9	3	N.A.	N.A.
Technical Staff	1	N.A.	N.A.	N.A.

## Criterion – III

### 3. Research, Consultancy and Extension

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

- IQAC regularly encourages teachers to attend various orientation and refresher course programmes
- IQAC encourages teachers to apply for minor projects and pursue personal doctoral programmes.

3.2 Details regarding major projects **NA**

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2	2	
Outlay in Rs. Lakhs		4,65,000	3,30,000	

3.4 Details on research publications

	International	National	Others
Peer Review Journals			<b>JSSW-4{IS,SB(ENG), JB,SB(ECO)}</b>
Non-Peer Review Journals			
e-Journals			
Conference proceedings			
BOOKS			
Chapter in Books			<b>DK-1 PB-1 RG-1</b>

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 **NA**

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2	UGC	4,65,000	3,20,000
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	<input type="text"/>
DPE				DBT Scheme/funds	<input type="text"/>

3.9 For colleges

Autonomy		CPE		DBT Star Scheme	<input type="text"/>
INSPIRE		CE		Any Other (specify)	<input type="text"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					01
Sponsoring agencies					✓

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

3.13 No. of collaborations

International	<input type="text"/>	National	<input type="text"/>	Any other	<input type="text"/>
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3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency

Management of University/College

Total

3.16 No. of patents received this year

NA

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
			<b>01(Dr. Indrani Sen received Bangabhusan Award)</b>			

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) NA  
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: NA  
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: NA  
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

#### SRIJAN CENTRE FOR COMMUNITY WELFARE

- 11<sup>TH</sup> birthday of Srijan was celebrated on 9.8.14 with a short cultural programme by children.
- Like every year they performed at the annual social of the college.
- On children along with NSS were taken to the Alipore zoo for their annual excursion.
- The children took active part in annual sports conducted by the sports committee of women's college Calcutta.
- Like every year donations from our teachers, and other acquaintances had been a great support for our children.

#### NSS Activites -

YEAR	REGULAR CAMP	SPECIAL CAMPS
2014-2015	<ol style="list-style-type: none"> <li>1. World Enviornment day observed on 5<sup>th</sup> june 2014 ( planting trees)</li> <li>2. Independence Day observed on 15<sup>th</sup> august, 2014</li> <li>3. NSS day was observed on 24<sup>th</sup> September, 2014</li> <li>4. Republic day was observed on 26<sup>th</sup> january, 2015</li> <li>5. A medical camp for NSS volunteers and local slum dwellers on 8<sup>th</sup> march, 2015.</li> <li>6. Campus cleaning programme</li> </ol>	<ol style="list-style-type: none"> <li>1. Campus cleaning</li> <li>2. Counselling session with the students ( speaker: Dr. Subir Nag, Principal, Satyapriya Roy College of education)</li> <li>3. Locality Survey: study of health condition.</li> <li>4. Workshop on de-stressing through dance ( Shri Kaushik Chakraborty, eminent dancer, choreographer and trainer “ DISHA”)</li> <li>5. Medical camp ( Speaker: Dr. Sanjay Grag)</li> <li>6. Workshop on adolescent nutrition ( Speaker: Shimanti Chanda kundu, Ex- Nutrition.)</li> </ol>

#### OTHERS ACHIEVEMENTS & AWARDS

- A NSS volunteer selected for national contingent for Republic day.
- A NSS volunteer selected for national contingent for Republic day.

- Two volunteer attended Summer adventure camp at Shimla, 2011
- Best special camp 2012-2013
- Best programme officer 2012-2013
- West Bengal National Service Scheme award for year 2012-13, Rumlee Roy, NSS volunteer.
- Bhabani Kar, NSS volunteer was nominated for W.B National Service Scheme award .

## 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	1900 sqt appx	N.A.	N.A.	1
Class rooms	23	-	-	23
Laboratories	5	-	College	5
Seminar Halls	1	-	-	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	6,74,349			
Value of the equipment purchased during the year (Rs. in Lakhs)	458354/-	1,35,112/-	UGC	593466/-
Others(College renovation , furniture , electrical equipments)	6840490/-	33823965/-	College, UGC &Govt of WB.	40664455/-

#### 4.2 Computerization of administration and library

PARTLY COMPLETED

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26270	17,000,00	280	1,43,566	26908	18,000,00
Reference Books	554		108		554	
e-Books	51,746		-		97,000	
Journals	2		-		2	6000

e-Journals	2,154	6000	-		6,000	
Digital Database	11,000		500		11,500	
CD & Video	7		7		14	
Others (specify)			Beng (PG) 320	44.306		

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	15+24	1	2	-	1	7	15	8-printers 26- UPS
Added	4+18		1	-	-			1- scanner 8- CCTV
Total	19+42=61	1	3 Routers	-	1	7	15	-

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

UGC sponsored National level seminar on " skill devolpment & capacity building of academic backup service" in collaboration with NSOU on March 02, 2015

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	-
ii) Campus Infrastructure and facilities	33,823,965
iii) Equipments	135112
iv) Others	.72,799
<b>Total :</b>	34,231,869

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Regular student feedback & analysis ( inter & intra-departmental)
2. Supervising the regular functioning of the T.C. sub-committees.
3. Supervising the regular functional of the Psychological, legal and placement cells.

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

1. Holding regular meetings.
2. Taking necessary steps as per grievance cell suggestion.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1852	119		950= 2921

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women 100%	No	%
				1852	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1828	31	1	10	(2)	1870	1768	53	3	28	-	1852( UG Only)

Demand ratio

Dropout %

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

NA

No. of students beneficiaries



5.5 No. of students qualified in these examinations

NET  SET/ SLET  GATE  CAT

IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

Academic , psychological, legal & career counselling done on regular basis.

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
			8

5.8 Details of gender sensitization programmes

- The college follows the guidelines as per UGC Government of India norms with regard to sexual harassment. The college runs an active legal aid cell to address the problems of the students.
- Regular workshops are organised to sensitize the students about their rights and strength.
- NSS programmes also play an influential role to resolve such issues.

5.9 Students Activities

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

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

- Rumeli Roy-3<sup>rd</sup> yearHons. won the ‘Best Volunteer Award’ in State –NSS on 28.3.2014
- She also won the first prize in Katthak, in the Talent Search Contest held on 27-28 December, 2014 by the Dover Lane Music Academy.
- Shatarupa Bose, 3<sup>rd</sup> year Hons. won the Runner up Trophy in the East Zone Inter University Cricket (Women Tournament), 2015-16, organised by Sports Council, VBS Purbanchal University, Jounpur, UP.
- Bhabani Kar won 3<sup>rd</sup> prize in folk music competition organized Paschim Banga Rajya Chhatra Yuva Utsav,2014-15.

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	150	97,500/-
Financial support from government	38(Kanyashree) 1-SC/ST/OBC	as per govt norms
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives NA

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

See separate reports for NSS and Srijan

5.13 Major grievances of students (if any) redressed: GRIEVANCE:- Demand for an auditorium which is under construction.

Demand for an eco- friendly campus and landscape garden.

## Criterion – VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The college was founded in 1937 by DR. D.L. Dey with the noble purpose of educating & uplifting the womenfolk of Calcutta. Today it is the only day- college for women in this locality.

The vision of the college is to spread higher education among the women of all society the economically backward, in particular. Thereby the college aims at empowering women to become independent, self reliant, confident & heightened. The teachers & students of the college undertake the mission to contribute towards the development of the status of women in society.

6.2 Does the Institution has a management Information System

Management information system digitization is under process.

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

6.3.1 Curriculum Development

Development of the existing curriculum is not feasible since this is an affiliated college.

6.3.2 Teaching and Learning

- i. Use of smart classrooms and PPT presentations
- ii. Seminars, workshops
- iii. Informal remedial classes
- iv. Film shows and analysis

6.3.3 Examination and Evaluation

Midterm and annual tests are held as usual, along with the regular parent-teacher meeting

#### 6.3.4 Research and Development

1. Two teachers (Dr. Mahua Das, Principal & Economics department) received MRP in 2014 for 2 yrs.
2. Some teachers (10 in no.) are pursuing PH.D. under different universities.
3. Preparation for the 2<sup>nd</sup> vol. Of ISSN journal (2348- 2974) to see released in 2015

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

Library computerisation is under process.

New projectors have been purchased.

Smart boards have been purchased.

New books& journals have been purchased for general & seminar libraries.

#### 6.3.6 Human Resource Management

Office takes the responsibility

#### 6.3.7 Faculty and Staff recruitment

4 new permanent faculty were recruited as per CSC norms in Bengali, Sanskrit, Chemistry & Philosophy.

#### 6.3.8 Industry Interaction / Collaboration

Personal-Grooming workshops are organised by private agencies. Some private organizations also make their valuable contribution for sponsoring various events - Dabur Golabari, P.C. Chandra, T2 (Telegraph)

6.3.9 Admission of Students

The admission committee including faculty, non teaching staff conducts the entire admission process.

6.4 Welfare schemes for

Teaching Staff	Women's college co- operative running since 1990.
Non teaching	Women's college co- operative running since 1990.
Students	Students aid fund.

6.5 Total corpus fund generated

Rs. 1, 32,01,089

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	principal
Administrative	yes	K.Prasad company ch.accountant deputed by govt of W.B.	yes	S.C Mondol ACO college authority approved CA Frim

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?

NA

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

PG courses in the college affiliated to CU,run in partial autonomy, teachers prepare question conduct the examinations, evaluates the papers & so on.

#### 6.11 Activities and support from the Alumni Association

1. Gift of two remanding machines for students toilet as part of cleanliness drive ( Swacch Bharat Mission)
2. Placement cell – for both current ex student ensuring job opportunities.

#### 6.12 Activities and support from the Parent – Teacher Association

1. Regular Parent Teacher meetings are held to give the feedback of the students performances in classes & exams.
2. The disciplinary sub-committee of the TC discuss any problematic issue with the parents.

#### 6.13 Development programmes for support staff

UGC sponsored National level seminar  
“ skill devolpment & capacity building of academic backup service” in collaboration with NSOU on March 02, 2015

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

1. Planning for creating a landscape garden.
2. Waste disposal management (bio & non-bio)
3. Water – treatment
4. Alternative energy resources. (solar resources).

## **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.

1. Planning for the new building in the campus has been finalised.
2. 6 new rooms for PG classes were added to the existing ones.
3. Opening of 3 more PG courses.

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

- As part of the beautification plan, the college will set up landscaped boundary.
- The college will provide financial and medical support to more students coming from economically poor background.
- With respect to co-curricular activities, more promising students will be encouraged to showcase their talents in games, sports and cultural activities both in house and in various other institutions.

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

#### **Spoken English**

The college runs an annual certificate course on Spoken English. This course not only aims at increasing the language proficiency of the students but also contributes towards their holistic development. The classes are held regularly on Saturdays.

#### **Computer training,**

Computer training is now considered to be the part of the curriculum. The college has smart classrooms, wi-fi in campus, computerised library and on-hand training facility.

#### **Physical fitness**

The college believes that the holistic development of the students is dependent on their physical ability. Realising the necessity, the college has arranged for a fully-equipped gym and facilitates indoor games like Table Tennis.

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

7.4 Contribution to environmental awareness / protection

- Planning for creating a landscape garden.
- Waste disposal management (bio & non-bio)
- Water – treatment
- Alternative energy resources ( solar resources).

7.5 Whether environmental audit was conducted? Yes  No

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

Strength:

1. The faculty of the college are upgrading their educational knowledge & qualification through pursuing Ph. Dr. M. Phil, regularly presenting papers in national & international seminars and conferences, publishing papers in refereed journals.
2. A congenial & friendly atmosphere is maintained throughout the campus.
3. A security system has been set up through CCTV to ensure the safety of the students, teachers & other staff.
4. Technological upgradation through smart class & wi-fi connectivity in library, office & staff.

Weakness:

1. Lack of an exclusive college hostel for the out station students.
2. Requirement for a well – equipped gym and equipment for indoor games.

Opportunities:

1. Finalising the dream campus
2. Arrangement for playground with the neighbouring Nivedita Udyan.
3. Arrangement for elevators in two buildings.
4. Medical facilities are provided to the students + staff through a collaboration with a neighbouring nursing home – Sanjivani.
5. Inter departmental teacher exchange programmes.

Threats:

1. To generate an eco friendly campus.
2. Maintenance of hygiene and cleanliness of the campus.

7.7 Plans of institution for next year

- The college will take special care in grooming the personality of the students so that they may participate and articulate their expression in any forum with confidence.
- The College will provide spacious and well-equipped laboratories to all the Lab-based subjects
- The institution endeavours to become a hub of vocational training in various short term/hands on training courses under self-financing scheme. These job oriented courses will not only enhance the skill of the students but will also empower them to be self-employed.



## ACADEMIC CALENDER (2014-2015)

1 <sup>st</sup> July	Tuesday	College Reopens after Summer Recess
2 <sup>nd</sup> July	Wednesday	College Foundation Day
14 <sup>th</sup> July	Monday	First Year Session Commences Id-Ul-
29 <sup>th</sup> July	Tuesday	Fitre
12 <sup>th</sup> August	Tuesday	3 <sup>rd</sup> Year Class Commences
15 <sup>th</sup> August	Friday	Independence Day
17 <sup>th</sup> August	Sunday	Janmasthanmi
13 <sup>th</sup> September	Saturday	Second Year Session Commences
17 <sup>th</sup> September	Wednesday	Vishwakarma Puja
23 <sup>rd</sup> September	Tuesday	Mahalaya
24 <sup>th</sup> September	Wednesday	NSS Day
27 <sup>th</sup> September	Saturday	Annual Social
30 <sup>th</sup> September To	Tuesday	Puja Holidays (including Gandhi Birthday Id-Ud-Joha, Lakshmi Puja, Kali Puja)
26 <sup>th</sup> October	Sunday	Bhatri Dwitiya)
27 <sup>th</sup> October	Monday	College Reopens
1 <sup>st</sup> November	Saturday	Jagadhhatri Puja
4 <sup>th</sup> November	Tuesday	Muharram
6 <sup>th</sup> November	Thursday	Guru Nanak Birthday
2 <sup>nd</sup> Week of November		1 <sup>st</sup> year Mid Term Test (H & G)
3 <sup>rd</sup> Week of November		3 <sup>rd</sup> year Mid Term Test (H & G)
4 <sup>th</sup> Week of November		2 <sup>nd</sup> year Mid Term Test (H & G)
28 <sup>th</sup> November	Friday	Swapna Mukherjee Memorial Lecturer
16 <sup>th</sup> December	Tuesday	College Picnic

18 <sup>th</sup> December		Parent - Teacher Meeting III Year -12Noon II Year- 1P.M
22 <sup>nd</sup> December	Monday	Heats
23 <sup>rd</sup> December	Tuesday	Sports
25 <sup>th</sup> December	Thursday	Christmas Day
26 <sup>th</sup> December to 31 <sup>st</sup> December		Winter Recess
1 <sup>st</sup> January	Thursday	New Year's Day
2 <sup>nd</sup> January	Friday	College Reopens
8 <sup>th</sup> January	Thursday	3 <sup>rd</sup> year Test Commences
13 <sup>th</sup> January	Tuesday	1 <sup>st</sup> year Parent – Teacher Meeting
23 <sup>rd</sup> January	Friday	Netaji Birthday
24 <sup>th</sup> January	Saturday	Foundation Day of C.U.
25 <sup>th</sup> January	Sunday	Saraswati Puja
26 <sup>th</sup> January	Monday	Republic Day
2 <sup>nd</sup> February	Monday	Founder Principal's Birthday
9 <sup>th</sup> February	Monday	2 <sup>nd</sup> year Test Commences
17 <sup>th</sup> February	Tuesday	Maha Shivaratri
6 <sup>th</sup> & 7 <sup>th</sup> March	Friday & Saturday	Holi
9 <sup>th</sup> March	Monday	1 <sup>st</sup> year Test Commences
3 <sup>rd</sup> April	Friday	Good Friday
4 <sup>th</sup> April	Saturday	Easter Saturday
14 <sup>th</sup> April	Tuesday	Bengali New Years Day
1 <sup>st</sup> May	Friday	May Day
9 <sup>th</sup> May	Saturday	Rabindra Jayanti
16 <sup>th</sup> May to 30 <sup>th</sup> June		Summer Recess