

Agenda and Minutes of IQAC Meetings held during 2016-17:

NOTICE

A Meeting of the IQAC will be held on 20.07.2016 at 11 am in the New Building Staff Room. All members of the IQAC are requested to attend.

Agenda:

1. Acknowledgement from NAAC, Bangalore, regarding receipt of AQARs 2011-12, 2012-13 and 2013-14.

2. Matters related to admission 2016-17.
3. Matters related to the College website.
4. Matters related to Vidyasagar Research Centre.
5. Matters related to introduction of academic audit from new session.
6. Matters related to remedial coaching under UGC scheme.
7. Matters related to entry-in-services under UGC scheme.
8. Matters related to teachers' promotions through CAS.
9. IQAC Seminar on Kanyasree Prakalpa.
10. Recommendations of the NAAC Peer Team:
 - a) Women-related diploma/ certificate job-oriented courses;
 - b) ICT-enabled teaching-learning;
 - c) Introduction of computer course for students from new session;
 - d) Progress in automation of the library;
 - e) Strengthening of the sports infrastructure;
 - f) Peer Team recommendations regarding Vidyasagar Smriti Mandir.

IQAC Coordinator

Principal

Minutes of IQAC Meeting held on 20.07.2016:

Members present:

Dr Rupali Chowdhury, Principal and Chairperson, IQAC

Dr Chaitali Basu, IQAC Coordinator

Shri Debasis Mallick, Management Representative

Prof Nabanita Chatterjee, Management Representative

Dr Pranab Chatterjee, Stakeholder Nominee

Dr Satya Upadhyay, Teacher-member

Dr Tapan Roy, Teacher-member

Dr Shubhra Bagchi, Teacher-member

Dr Moitreyee Basuroy, Teacher-member

Dr Amit Mohan Rakshit, Teacher-member

Shri Sayandeb Sinha, Head Clerk, Administration

Sm Ronita Srimany, Student Nominee

Agenda 1: IQAC Coordinator reported that Acknowledgement had been received from NAAC, Bangalore, regarding receipt of AQARs 2011-12, 2012-13 and 2013-14:

IQAC Coordinator Dr Chaitali Basu reported that we need to submit 2 more AQARs for July 2014-June 2015 and July 2015-June 2016 to NAAC. After uploading the AQAR reports, the SSR report would have to be sent followed by LOI. IQAC Coordinator said that she was expecting to complete the remaining two AQAR reports by Nov-16. She also pointed out that according to the rule, the NAAC Committee was to prepare the SSR and submit it to IQAC who may then make necessary changes if needed.

Agenda 2: Matters related to Admission 2016-17:

The Admission Committee members Dr Shyamal Bhar and Dr Amit Mohan Rakshit stated that in view of the significant number of seats lying vacant, 'dereservation' of the seats must be executed immediately. Dr Tapan Roy said the BCW Cell was ready with the list of vacant seats and the admission to those seats would be immediately started on first cum first serve basis.

Agenda 3: Matters related to Maintenance of College Website:

Website Committee Convenor Shyamal Bhar requested that a member be hired for the maintenance of the site. He also said that a separate fund of Rs-2.5 lakhs per year be sanctioned for e-resource. At present, the expense is paid by the College on claim. Principal madam asked him to place the budget in the finance meeting. Shyamal then requested that a person be employed for system maintenance since the network has expanded over the years. However, Nabanita madam suggested that AMC be made.

Agenda 4: Matters related to Vidyasagar Research Centre:

The NAAC peer team had asked us to establish a Centre for Studies on the founder of our College, Iswar Chandra Vidyasagar for which grants are to be sought from UGC, ICHR, Indian Council for Philosophical Research, Ministry of Cultural Affairs and Ministry of Environmental Sciences, MHRD, ICSSR or the ICCR. Prof Aniruddha Ghosh suggested that we might also seek a grant from the state government. Dr Satya Upadhyay, Convenor VRC, said that she had not received any grant yet in response to the earlier submitted proposal. She said that she would apply afresh. The 2-hour seminar to be held on 28.07.16 was being organised by VRC to promote this cause. A brochure had been prepared and it would be circulated among the invited dignitaries in the higher education department. She would submit a project report highlighting the event and apply for grants anew.

Agenda 5: Introduction of Academic audit from new session:

The names of the following 3 experts had been proposed from GB for carrying out the academic audit: Dr. Sabuj Chowdhury (Library Science Dept. CU), Dr. Sujoy Ghosh (Zoology Dept. CU) and Dr. Diptendu Chatterjee (Dept. Of Zoology, C.U). The 3-member committee would carry out the academic audit of last 5 years.

Agenda 6: Matters related to remedial coaching under UGC scheme:

It was decided that since Prof Aniruddha Ghosh who was the Bursar of the College was overburdened, a new Coordinator would have to be selected. Dr Srijit Chowdhury was selected as the new Coordinator of the remedial coaching course. In this respect, Dr Shivranjan Chatterjee stated that Dr Srijit Chowdhury be asked to submit a schedule of classes, list of teachers and remuneration per class to the GB.

Agenda 7: Entry in Services:

It was decided that Prof Mihir Dam and Prof Joydeep Ghosh were to be Co-ordinators of the entry-in-services course under UGC and they were also asked to submit a schedule of classes, list of teachers and remuneration/class to the GB.

Agenda 8: Teachers Promotion through CAS:

The IQAC Coordinator stated that on 27. 5. 2015, she had held a meeting with teachers whose promotions were due. She had explained to them in detail the procedure of filling up the CAS proforma along with the Annexures to be attached. Members of the Promotion/ Placement Committee had checked the papers submitted by the teachers. IQAC Coordinator informed that now the first batch of teachers are going for their promotions through CAS.

Agenda 9: IQAC Seminar on Kanyasree Prakalpa:

IQAC Coordinator reported that all records related to Kanyasree were being meticulously maintained. She informed that out of 163 applications received, 90 had been sanctioned. She also said that the next seminar of IQAC would be on Kanyasree and would be held in August. Principal madam suggested the name of Dr. Anindya Narayan Choudhury (joint DPI) as resource person.

10. Matters related to the recommendations of the NAAC Peer Team: These recommendations constitute Section IV of the Peer Team Report. These recommendations would have to be implemented before NAAC re-accreditation.

a) Women-related diploma/ certificate job-oriented courses. Update on Food Processing and Tailoring Course:

Course Co-ordinators Dr Anushree Chakraborty, Prof Atri Saha and Epshita Roy have submitted a report to the IQAC stating that the classes of the Food Processing and Tailoring Course started from the first week of January 2016. The classes continued for six weeks (January and first two weeks of February). Smt Sumitra Nandi, who was recommended by Dr Meera Agarwal, IQAC Member, was conducting the course. Classes had started from January

and continued till mid February. But the course was discontinued after settling the dues of Sm Sumitra Nandi mainly for not having enough number of students and hence it was not viable. Ronita (Students' Union GS) suggested that a "beautician course" would be a more attractive choice for students and President Sir approved it.

b) 'ICT-enabled teaching-learning be strengthened with better training and motivation to the faculty': In the first IQAC Meeting, it was decided that each Department may hold a power-point presentation or an ICT class once a week. Dr Amit Mohan Rakshit and Dr Sankar Bakshi were given the responsibility of having one ICT-enabled classroom ready with an AC, a fixed screen and fixed infrastructure. Slots for this room may be allotted department-wise.

c) Introduction of computer course for students from new session: A proposal for computer training programme for the students had come from Webel Informatics Ltd., a Govt. of West Bengal Undertaking. Dr Sudipa Pandit, Convener of the Placement Cell, is looking into the matter. She has submitted a letter to the IQAC to state that:

i) The course is of 2 years duration @ Rs-2000/- per student payable in 4 instalments. After completion of the course, each student will be issued a Certificate by Webel Informatics Ltd.

ii) The library will provide support for conducting the computer literacy programme.

Update on Spoken English programme conducted by Institute of English: Course Co-ordinators Prof Keka Das and Dr Madhumita Dutta have submitted a report to the IQAC stating that the course was held from 23rd November 2015 to 31st May 2016. At the beginning 25 students had enrolled for the course. Of them, 16 students had appeared for the examination. The Institute of English has sent a Marks Tabulation Sheet for all the 16 students. Certificates have been issued to the students who passed the examination. It was decided that the course would continue in the next session too.

d) The next recommendation concerns the library: Our librarian Moumita Ash has submitted a report to the IQAC stating that automation is not yet done due to technical problems. The library software SOUL 2.0 will be reinstated soon and they hope to start the work then.

e) The previous Peer Team had pointed out that 'Sports infrastructure needs to be strengthened and students be motivated to participate in sports and cultural activities at Inter-Collegiate, State and national level'. The College lacked a sports field. 'This was to be compensated by introducing Gym and Yoga classes'. A yoga course was inaugurated on 16. 10. 2015. About 17 students enrolled for the course. It was discussed that Gym classes must be held too. Dr Satya Upadhyay stated that the funds for opening a Gym would be forthcoming from the RUSA grant which the College had applied for.

f) Regarding VSM or Vidyasagar Smriti Mandir, the NAAC peer team recommendation was that the space be 'exclusively made available for supporting the initiatives of the girl students of the College by not providing scope for other external organization like IGNOU.' In the first IQAC Meeting, it was suggested that the IGNOU may be shifted from the VSM and brought to the New Building where the necessary infrastructural support and vigilance could be provided to the students. Prof Aniruddha Ghosh suggested that the IGNOU could function in the New Building on weekends and after College hours. Principal madam said that IGNOU Coordinator Shri Asit Roy had submitted the IGNOU Annual Report to her.

NOTICE

A Meeting of the IQAC will be held on 17.12.2016 at 11 am in the New Building Staff Room. All members of the IQAC are requested to attend.

Agenda:

1. Submission of AQARS 2014-15 and 2015-16.
2. Matters related to progress in preparation of Self-Study Report
3. Financial Audit
4. Student Grievance Cell recommendations
5. Matters related to building of a gymnasium as per NAAC Peer Team recommendations
6. Matters related to Canteen
7. Matters related to RTI Committee
8. Matters related to Solar Panel
9. Matters related to computerized database of student-related information
10. Matters related to computerized database of administrative information

IQAC Coordinator

Principal

Minutes of IQAC Meeting held on 17. 12. 2016:

Members present:

Dr Rupali Chowdhury, Principal and Chairperson, IQAC

Dr Chaitali Basu, IQAC Coordinator

Shri Debasis Mallick, Management Representative

Prof Nabanita Chatterjee, Management Representative

Dr Pranab Chatterjee, Stakeholder Nominee

Dr Tapan Roy, Teacher-member

Dr Shubhra Bagchi, Teacher-member

Dr Moitreyee Basuroy, Teacher-member

Dr Molly Ghosh, Teacher-member

Dr Sankar Ghosh, NAAC Co-coordinator, Invitee Member

Dr Meera Agarwal, Alumni Nominee

Sm Ronita Srimany, Student Nominee

First Agenda: Submission of AQAR 2014-15 and AQAR 2015-16: The Meeting began with IQAC Coordinator Dr Chaitali Basu informing the members present that the AQARs of the last 2 years (2014-15 and 2015-16) were ready and may now be uploaded in the College website and may also be sent to Bangalore if GB gave the necessary approval. She then placed the AQARs in the Meeting. It was decided that this matter would be placed in the GB scheduled to be held on 19.12.16.

Dr. Subhra Bagchi read out the Plans of the Institution as written in the AQARs which were approved by the GB Members present in the Meeting.

Second Agenda: Matters related to progress in preparation of Self-Study Report: Dr Sankar Bakshi, NAAC Co-Coordinator, said that he was working on the Departmental Profiles. Dr Subhra Bagchi then informed that she had received the SSR from NAAC Co-ordinator just before the puja vacation. She had gone through it and she felt that large-scale modifications were needed and plenty of work needed to be done. She emphasised that since the uploaded AQARs contained matter which was in public domain, so the SSR report should tally with the AQARs. It was unanimously decided that Dr. Subhra Bagchi would serve as the Editor-in-chief of the SSR.

Third Agenda: Financial Audit: A-3: Dr Tapan Roy informed that the financial audit of session 2013-14 had been completed and was awaiting the signature of Auditor. Meanwhile, the audit for the next session should be started but our accountant was not available right now. President Sir said that this should be placed in the next GB and everything should be done so that the audit was done quickly.

Fourth Agenda: Student Grievance Cell recommendations: Ronita Srimany, students representative, said that the earlier complain of students regarding leaking roof of the canteen had been now resolved.

Fifth Agenda: Matters related to building of a gymnasium as per NAAC Peer Team recommendations: It was decided that the room for Gym would be built from MP LAD fund and the equipments would be procured from the RUSA grant.

Sixth Agenda: Matters related to Canteen: In the IQAC Meeting dated 27.7.2015, the Students Union GS, Ronita Srimany, complained that the food served at the canteen was not healthy. Moreover, the canteen needed to be repaired as the roof leaked during rainy season. Ronita said that the fans were not working. GB President Sir stated that the canteen matters had already been discussed with Ronita. In the previous IQAC Meeting, Prof Nabanita Chatterjee had suggested that IQAC recommend the formation of a Canteen Committee to the GB to deal with canteen-related problems. Dr Satya Upadhyay stated that the GSs of the 3 Colleges would have to be included in such a Committee.

Seventh Agenda: Matters related to RTI Committee: Dr Basu informed that the RTI Committee is to be formed with the Principal, GB President and one external member and the

functioning of the Committee is to be very confidential. It was decided that the external member would be selected in the next GB.

Eighth Agenda: Matters related to Solar Panel: Solar Panel on Roof Top: Principal Madam said that Dr Sankar Bakshi would prepare a project proposal for setting up of solar panel on the roof and submit it to IQAC member MLA Smita Bakshi. Smita Bakshi Madam assured that she would get it approved by the Govt. and the necessary fund for setting up of the panel would be provided. Dr Sankar Bakshi was formally given charge of the Solar Panel installation.

Ninth Agenda: Matters related to computerized database of student-related information: Dr Basu pointed out that it was essential to have student information like admission, registration, results, drop out rate etc stored in computer data base so that they could be easily accessed. President Sir suggested that students' achievements may also be included. It was discussed that a proper software needed to be installed.

Tenth Agenda: Matters related to computerized database of administrative information: Dr Basu stated that automation of office needs to be done. Dr Tapan Roy said that the Cash and Accounts Section were being shifted to the New Building and automation could be initiated there.

NOTICE

A Meeting of the IQAC will be held on 21.02.2017 at 11 am in the New Building Staff Room. All members of the IQAC are requested to attend.

Agenda:

1. Matters related to Office Automation
2. Maintenance of Asset Registers
3. Alumni Day Celebration and Annual Alumni Lecture Day
4. Online registration of Alumni members on the College website
5. Activities of the Alumni
6. Role of the Alumni towards Academic, Infrastructure and Institutional development of the College

IQAC Coordinator

Principal

Minutes of IQAC Meeting held on 21.02.2017:

Members present:

Dr Rupali Chowdhury, Principal and Chairperson, IQAC

Dr Chaitali Basu, IQAC Coordinator

Shri Debasis Mallick, Management Representative

Prof Nabanita Chatterjee, Management Representative

Dr Amit Mohan Rakshit, Teacher-member

Dr Shubhra Bagchi, Teacher-member

Dr Moitreyee Basuroy, Teacher-member

Shri Aniruddha Ghosh, Senior Administrative Officer

Shri Sayandeb Sinha, Head Clerk, Administration

Dr Meera Agarwal, Alumni Member

Sm Ronita Srimany, Student Nominee

First Agenda: Matters related to Office Automation: IQAC Coordinator Dr Chaitali Basu stated that at the Meeting held by internal IQAC members with the non-teaching staff on 16.12.16, the matter of office automation had been discussed and the non-teaching staff had placed certain requisitions for facilitating automation of administrative work:
Requisition by Head Clerk Shri Sayandeb Sinha:

- 1) 2 computers and printer for student-related data;
- 2) User-friendly software for data maintenance;
- 3) Training programme for office staff;
- 4) Formation of a Training Committee

Requisition by Sanjib Kar:

- 1) One computer for University-related data such as student registration, results etc.
- 2) Sanjib Kar also mentioned that there was necessity of hiring some Group D staff members.

Requisition by Jayanta Saha:

- 1) A laptop, printer, scanner and almirah for Kanyashree data and data related to students' scholarships.

It was decided that the above requisitions would be placed by Principal Madam before the Purchase Committee for further discussion. It was also decided that the process of shifting from the Old Building to the Office Room in the New Building would be completed by 31.12.16.

Second Agenda: IQAC Member Dr Satya Upadhyay mentioned the issue of maintaining Asset Registers. All science Departments were to maintain their own asset registers. Satya also stated that a separate record of assets under the RUSA scheme was to be maintained. Satya also stated that a record Register of programmes held in the auditorium was to be maintained by Shayan.

President Sir stated that a Dead Stock Register was to be started and valuation of immoveable dead stock was to be done.

Third Agenda: IQAC Coordinator Dr Chaitali Basu stated that at the Meeting held by internal IQAC members with the Alumni Association on 18.12.16, certain ideas had been proposed for greater networking with the Alumni and invited discussion regarding those:

i) Alumni day Celebration: It was decided that the Alumni would hold a one-hour annual cultural program. The program for this year would be held on 30.11.16

ii) Annual Lecture by an alumni member: Dr Basu suggested that one or two members of the Alumni may deliver a lecture on a particular day. It may be an academic talk or on some contemporary social theme. The lecture would be published in the College academic journal.

Fourth Agenda: Online registration of Alumni members on the College website: Dr Basu informed that the College website had been redesigned and now there is a separate window for the Alumni. Dr Tapan Roy said that there is a provision for online registration there. The Alumni had been requested to hand over a copy of the registration form and other details regarding Alumni registration to IQAC so as to initiate the online registration process.

Fifth Agenda: Activities of the Alumni: Dr Basu stated that Manjushree Nandi, Secretary of the Alumni Association, said that she would hand over a record of all their activities during 2012-2016 to the IQAC Coordinator. The Alumni then informed about some of their activities including blood donation camp (held together with College), Annual Get Together,

Celebration of Rabindra-Nazrul Jayanti. They also shared their different social activities like distribution of mattresses to poor street children, distribution of clothes, books and other items among the children of REFUSE orphanage, shawls at old age home etc. President Sir appreciated their effort and said the College would like to extend some financial help towards their social activities. Dr Basu was asked to request the Alumni to submit to IQAC a detailed report of their activities along with proper documentation and the funds utilised for such activities.

Sixth Agenda: IQAC Member Dr Shubhra Bagchi wanted to know about the role of the Alumni towards Academic, Infrastructure and Institutional development of the College since this item has to be addressed in the SSR.

It was discussed that Academic development may include prize distribution and the Annual lecture.

Infrastructure development: Dr Shubhra Bagchi proposed that if possible, the Alumni could donate a book rack to the library or similar such item depending on their funds.

Institutional Development: It was proposed that talented members of the Alumni could provide vocational training to the students. They may also help in NSS activities.

At the end of the Meeting, IQAC Coordinator Dr Chaitali Basu said that it was important to improve networking with the Alumni. Dr Shubhra Bagchi proposed that the Teachers' Council Secretary may be engaged for the purpose of communicating between the Alumni and College for better integration. It was also decided that the IQAC would hold an annual Meeting with the Alumni every year.

NOTICE

A Meeting of the IQAC will be held on 18.04.2017 at 11 am in the New Building Staff Room. All members of the IQAC are requested to attend.

Agenda:

Discussion on Committee Reports

IQAC Coordinator

Principal

Minutes of IQAC Meeting held on 18.04.2017:

Members present:

Dr Rupali Chowdhury, Principal and Chairperson, IQAC

Dr Chaitali Basu, IQAC Coordinator

Shri Debasis Mallick, Management Representative

Dr Amit Mohan Rakshit, Teacher-member

Dr Tapan Roy, Teacher-member

Dr Shubhra Bagchi, Teacher-member

Dr Moitreyee Basuroy, Teacher-member

Dr Molly Ghosh, Teacher-member

Shri Aniruddha Ghosh, Senior Administrative Officer

Shri Sayandeb Sinha, Head Clerk, Administration

Dr Meera Agarwal, Alumni Member

- 1) Sports Committee: The first Committee Report to come up for discussion was the Sports Committee. IQAC Coordinator Dr Chaitali Basu stated that the Sports Committee had been trying to streamline its activities. Records of students' performance in sports was now being maintained. The Committee had submitted two reports: Inter College State Sports & Games Championship 2017 and West Bengal State Inter College State District Level Sports Championship 2016.
- 2) NCC: The teacher-in-charge of NCC Prof Atri Saha had stated in her report that she had taken over the Committee in January 2017. Since then, she was facing certain problems. She had listed her problems in her Report and requested the GB to help her out in solving these problems and to form a new NCC Committee for her.
- 3) VRC (Vidyasagar Research Centre for Studies in Education and Society): Based on their report, President Sir stated that the VRC needed to do serious work to be a Registered Body. They also needed to seek affiliation with Calcutta University for issuing certificates for research work.
- 4) VSM Documentation Cell: The VSM Documentation Cell had enclosed with their report a list of documents recovered/ found by them, related to VSM. IQAC Coordinator read out the list of documents.
- 5) Seminar Committee Report: The Report from the Seminar Committee was examined by the President. He stated that the chart depicting seminars by Dr Srijit Chowdhury needed to be re-done to draw a distinction between student seminars and seminars by invited speakers.
- 6) Kanyashree Committee Report: The Report stating the number of applicants among the students for the scholarship and the number of awardees. In 2015-16, of a total of 172 application which had been received and duly uploaded and forwarded to the system online by the Committee, 72 students had reported that they had received the one-time grant of Rs 25, 000 in their respective bank accounts. The work for 2016-17 was still continuing.
- 7) Academic Journal Committee: The Committee had reported that their academic journal 'Akshar' (Vol. 5) would be published in May/ June. The delay was due to the fact that the Committee was trying to get an ISSN No. for the journal.
- 8) Library Committee Report: The Committee had enlisted all the developments that had taken place in the Library over the past one year. Their problem as stated by them was a lack of adequate space to keep their books at the present premises.
- 9) NSS: The NSS had enlisted their activities over the past one year as well as their projects in the offing. The NSS had requested for a room as an urgent necessity. Principal Madam and President Sir stated that a room would have to be provided to the NSS and NCC and that this matter was also to be discussed in the GB.
- 10) Yoga Committee: The Convener of the Yoga Committee, Dr Srobonti Chottopadhyay, had requested for additional members for her Committee. Her report stated that the previous yoga instructor Ms Rashmi Pal, could not join the course any more and so fresh interviews would have to be conducted for selection of another yoga instructor.

11) Nari Samsad: The Nari Samsad Convener Sm Patrali Ghosh had stated in her Report that they had conducted a number of programmes over the past one year and she had enlisted them. The Report was examined by external members of the IQAC.

12) Committee in charge of ICT-enabled Classroom: The annual report for the ICT-enabled Classroom had stated that each Department had been allotted 2 to 3 classes per week in the ICT-enabled Classroom. After installation of necessary equipments, like projector, dash board etc., the notice for commencement of classes in the room was issued on 24.11.2016 and arrangements were made to impart the necessary technical know-how to the teachers. The Report stated that as of now. Regular classes were being taken by the faculty members in the ICT-enabled classroom.

13) Placement Cell: The Report of the Placement Cell stated that off-campus placement with a private financial consultancy firm had taken place in 2015. An on-campus placement programme conducted by Tata Consultancy Service (TCS) in the VCFW College campus had taken place in 2016.

TCS had also conducted a campus recruitment programme in the college campus in 2017.

14) Career Counselling Cell: The Career Counselling Cell had provided a detailed account of their annual activities in their Report which was synopsised by the IQAC Coordinator.

15) Medical Cell: The Report of the Medical Cell detailing their activities over the past one year was also synopsised by the IQAC Coordinator.

16) Anti-Ragging Committee: The Anti-Ragging Committee had mentioned their activities over the past one year as well as the future measures to be adopted by the Committee following UGC guidelines. The Report was synopsised by the IQAC Coordinator.

17) UGC Report: The UGC Report stated that NOC has been obtained from the Regional UGC Office regarding settlement of Accounts of the Xth Plan. The NOC of the XIth Plan is pending. The Report stated that Entry-in-Service classes had commenced from September and Remedial Coaching classes had started from November. The non-recurring grant of remedial coaching and entry-in-services had been utilised by buying two laptops, a printer, one Godrej bookshelf and books for the students. The College Development Grant for Barrier Free Education had been utilised for construction of wheel chair ramp and purchase of one wheelchair for differently-abled students.

18) Laboratory Committee Report: The Report by the Laboratory Committee had stated the activities undertaken by the Committee over the past one year and the future plans of the Committee. The Report was synopsised by the IQAC Coordinator.

19) Computer Course: The Report stated that the short-term computer course for students was running very successfully for the past six months and that the revenue earned by the College from the course was about Rs 55, 850.

20) Beautician Course: The Report stated that the short-term course of six months was now coming to an end. One problem stated by the Committee was that among the 53 students enrolled for the course, only 12 students had cleared their monthly fees. The Report stated that the Course was very popular among the students and it was now time to conduct an examination (Theory and Practical) for the students.