The Annual Quality Assurance Report

(AQAR) of the IQAC

2015-16

VIDYASAGAR COLLEGE FOR WOMEN
39, SANKAR GHOSH LANE
KOLKATA, WEST BENGAL-700006

The Annual Quality Assurance Report (AQAR)
2015-16

Submitted by
Internal Quality Assurance Cell (IQAC)
VIDYASAGAR COLLEGE FOR WOMEN

Submitted to
The National Assessment and
Accreditation Council (NAAC)
Bangalore

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Part – A

AQAR for the year	**2015-16**

1. Details of the Institution

1.1 Name of the Institution	VIDYASAGAR COLLEGE FOR WOMEN
1.2 Address Line 1	39, SANKAR GHOSH LANE, KOLKATA
Address Line 2	WEST BENGAL.PIN-700006
City/Town	KOLKATA
State	WEST BENGAL
Pin Code	700006
Institution e-mail address	office@vcfw.org
Contact Nos.	O33-2241-8887/ 033-2241-0345
Name of the Head of the Institution:	Dr Rupali Chaudhuri
Tel. No. with STD Code:	033-22418887
Mobile:	9433177591

Name of the IQAC Co-ordinator: Dr Chaitali Basu

Mobile: 9836008693

IQAC e-mail address: iqac@vcfw.org

1.3 **NAAC Track ID**

OR

1.4 **NAAC Executive Committee No. & Date**: EC/ 58/ A & A/ 07 dated 10-3-2012.

1.5 Website address: www.vcfw.org

Web-link of the AQAR: http://vcfw.org/yearly-aqars/AQAR_2015-16.pdf

1.6 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2. 22	2012	5 years
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY 28. 07. 2014

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 2011-12 submitted to NAAC on 03.06.2016 (DD/MM/YYYY)
ii. AQAR 2012-13 submitted to NAAC on 03.06.2016 (DD/MM/YYYY)
iii. AQAR 2013-14 submitted to NAAC on 03.06.2016 (DD/MM/YYYY)
iv. AQAR_____ _____(DD/MM/YYYY)

1.10 Institutional Status

University NA State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☑ No ☐

Constituent College Yes ☐ No ☑

Autonomous college of UGC Yes ☐ No ☑

Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI) Yes ☐ No ☑

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 ☐

1.11 Type of Faculty/Programme

Arts ☑ Science ☑ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify) ·

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	NO		
University with Potential for Excellence	NA	UGC-CPE	NO
DST Star Scheme	NO	UGC-CE	NO
UGC-Special Assistance Programme	NO	DST-FIST	NO
UGC-Innovative PG programmes	NO	Any other (*Specify*)	NO
UGC-COP Programmes	NO		

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	2
2.5 No. of Alumni	1
2. 6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/ Industrialists	0
2.8 No. of other External Experts	1
2.9 Total No. of members	16

2.10 No. of IQAC meetings held 4

2.11 No. of meetings with various stakeholders: No 2 Faculty 2

Non-Teaching Staff Students Alumni 0 Others 0

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)

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/Workshops/Symposia organized by the IQAC

Total No. 2 International 0 National 0 State 0 Institution Level 2

(ii) Themes

1) Institution-level Workshop on 'Legal Awareness for Women'.

2) Institution-level Seminar on 'Environmental Awareness'.

2.14 Significant Activities and contributions made by IQAC

The IQAC aims at quality enhancement of the Institution. The IQAC has forwarded recommendations to the Governing Body from time to time by way of implementing the recommendations of the NAAC Peer Team in 2012. A MOU has been signed with the Institute of English, Calcutta, to start Spoken English classes for the students of the College in fulfilment of the NAAC Peer Team Recommendation. The IQAC has also sought to motivate the College to prepare for re-accreditation by NAAC. Some members of the IQAC are also members of the NAAC Committee and they are supervising the preparation of the Self-Study Report (SSR) following the revised guidelines of NAAC. The IQAC has played an active role in forwarding the Career Advancement Scheme (CAS) of the faculty members due for promotion and has held meetings with teachers due for promotion to explain the various aspects of the Career Advancement Scheme (CAS). The IQAC along with the Research Committee encourages the members of the faculty to undertake major and minor research projects and to attend national/ international seminars and conferences. The IQAC is committed to taking new initiatives for further quality improvement and to monitor the implementation of quality measures. The IQAC is preparing to introduce academic audit of the Institution from the next academic session.

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. To draw up a prospective development plan for the year 2015-16 in view of the receipt of the 1st instalment of the RUSA grant, Rs 50 lakhs, in October 2015.	The plan was drawn up by the RUSA Committee in consultation with the IQAC.
2. To build new, modern laboratories for the Botany and Zoology Departments in the New Building for their exclusive use out of the RUSA funds. (The existing science laboratories in the Main Campus are shared by the three Vidyasagar Group of Colleges).	Modern laboratories for the Botany and Zoology Departments have been built in the New Building.
3. Procurement of books for all Departments and books on General Knowledge/ Current Affairs and e-resources, subscription of e-books, print journals and e-journals, e-databases, bar code printers, catalogue printers and other equipments for library automation.	The books and equipments have been purchased out of RUSA funds.
4. To build an ICT-enabled classroom out of the RUSA funds.	An ICT-enabled classroom has been built on the second floor of the New Building.
5. To build a new Auditorium with Green Room in the New Building out of the RUSA funds.	A state-of-the-art Auditorium has been built on the 2nd floor of the New Building out of RUSA funds.
6. To start a short-term women-oriented certificate course for the students in fulfilment of NAAC Peer Team recommendations.	A short-term course on Tailoring and Food Processing was started on 8.1.16 in the Second Campus.
7. To start a Yoga course for the students of the College in fulfilment	A yoga course was inaugurated on

of the recommendations of the NAAC Peer Team.	16.10.15.
8. To start a computer training course for the students of the College in fulfilment of NAAC Peer Team recommendations.	A computer training course has been started for the students conducted by Webel Informatics Ltd.
9. To initiate the observance of Hindi DIvas.	Hindi Divas was observed on 14th September with an institutional-level seminar.
10. To organise exhibitions of the Science and Humanities Departments in accordance with the proposal of the NAAC Committee.	The exhibitions were organised in the New Building.

*Academic Calendar of the year 2015-16 is attached 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.

The IQAC has placed the AQAR before the Governing Body and a detailed discussion on how to implement the future plans followed. Key responsibilities were assigned to the teacher representatives in the Governing Body, and concerned Committees were directed to take necessary steps towards fulfilment of the Plan of Action and help the Institution to realize its goals.

The Governing Body of the College also approved the AQAR 2015-16 and recommended the same for sending to the NAAC office.

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
Ph D				
PG				
UG	20			
PG Diploma				
Advanced Diploma				
Diploma				1(Computer Training)
Certificate				1 (Spoken English)
Others				
Total	22			
Interdisciplinary	The compulsory course on Environmental Studies involves faculty members from different Departments of the College.			
Innovative	Food Processing and Tailoring (a short-term certificate course was begun). At the Second Campus of the College at VSM, a learners' support centre of IGNOU has been established which hosts at present 24 activated programmes. These include some job-oriented programmes in Social Work (BSW/MSW), Tourism Study (BTS/MTM), Rural Development (MARD), 8 certificate courses (CAFÉ, CES, CNCC, CFN, CHR, CIT, CRD, CTS) and 4 Diploma courses and a degree course in BCA (Bachelor in Computer Applications).			

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

(i) The College mainly offers undergraduate degree courses in Honours and General curricula in both Science and Humanities stream. Of the core options, the College offers BA in Humanities Honours in English, Bengali, Hindi, History, Philosophy, Political Science and Geography. BSc in Science Honours are offered in Physics, Chemistry, Mathematics, Botany, Physiology, Zoology and Economics. All of these subjects are available in elective mode. The students have choice to select specified elective subjects with their Honours subjects. In addition to the above Honours courses, General courses are also offered in both BA and BSc in which in addition to the above subjects, Sanskrit, Sociology, Education and Electronics can also be taken. Environment Studies is compulsory for all students.

Of the open options, the College offers an optional short-term certificate course in Spoken English and an optional diploma course in computer training to the students. A short-term women-oriented certificate course on Food Processing and Tailoring has also been started in

fulfilment of the NAAC Peer Team Recommendations.
The University of Calcutta does not allow choice-based credit system.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	Yes

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

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

**An analysis of the feedback is provided in Annexure IV.*

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

The College is an affiliated College and follows any revision/update of syllabi as prescribed by the University of Calcutta from time to time. Syllabi for all subjects was last updated in 2010 by Calcutta University.

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

None.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
60	30	19 (including Principal)	NA	6 PPT* 1 Libn.* 4 GLI*

- Permanent Part-time Teacher
- Librarian
- Graduate Laboratory Instructor

2.2 No. of permanent faculty with Ph.D. | 34 |

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
0	16	1 (Prin-cipal)	1	0	0	0	1 PPT	1	18

2.4 No. of Guest and Visiting faculty and Temporary faculty | G-35 | V-0 | T-2 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	7	13	8
Presented papers	10	11	1
Resource Persons	0	0	0

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

i) An ICT-enabled classroom has been started to supplement the 'chalk-and-talk' method of teaching.
ii) Exhibitions on selected topics have been held by all the Science and Humanities Departments. The exhibitions witnessed widespread participation from the students.
iii) Field Trips and educational excursions have been organised by some Departments.
iv) Some Departments have held seminars with invited speakers for the benefit of the students.
v) Students have been given access to the Internet in the e-library section adjacent to the Central Library as a supplement to classroom learning.

2.7 Total No. of actual teaching days during this academic year | 242 |

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) | None |

Being affiliated to Calcutta University, the College follows the examination system formulated by Calcutta University. Recently the Calcutta University has introduced the 1+ 1+ 1 new system of evaluation. Following the introduction of this system, the College examination system for evaluation of students has also been revised thoroughly.

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

None	None	None

2.10 Average percentage of attendance of students

75%

An attendance of 75% in both Theoretical and Practical classes is mandatory to appear in the University Examinations. However, sometimes students with less percentage are allowed to appear in the University examinations on providing satisfactory reasons, eg. medical grounds, for their absence.

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Bachelor of Arts	415 (Hons. and Gen.)		4.14% (H) 0.0% (G)	65.08% (H) 4.87% (G)	NA (H) 28.04% (G)	69.23% (H) 32.92% (G)
Bachelor of Science	278 (Hons. and Gen.)		29.87% (H) 6.45% (G)	48.05% (H) 45.96% (G)	NA (H) 16.12% (G)	77.92% (H) 68.54% (G)

Data given is on the basis of B.A./ B. Sc. Part III final University examinations.

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

The IQAC attempts to ensure optimization and integration of modern methods of teaching and learning and encourages documentation of Departmental data. In pursuance of the NAAC Peer Team recommendations, the IQAC recommended the setting up of an ICT-enabled classroom to the Governing Body and the recommendation was duly passed by the GB. The ICT-enabled classroom has been built out of RUSA funds. The IQAC encourages teachers to make considerable use of the ICT-enabled classroom in a meaningful way. This will ensure that the teaching-learning process is conducted in alignment with the shift from teacher-centric to the present-day learner-centric education. The IQAC has collaborated with the Prospectus and Academic Calendar Committee in preparing the Academic Calendar with the fragmentation of Departmental syllabi into Units. Departments are encouraged to arrange for special lectures with invited speakers as a means of motivating the students. Group discussions and interactive student seminars have gone a long way in mitigating shyness and poor communication on the part of the students.

2.13 Initiatives undertaken towards faculty development:

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	3
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	4
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

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	8	10	None	None
Technical Staff	17	6	None	None

Criterion – III

3. Research, Consultancy and Extension

3. 1 Initiatives of the IQAC in Sensitizing/ Promoting Research Climate in the Institution:6

A Research Committee, represented both by faculty members of the Science and Humanities Departments, has been formed by the Governing Body of the College to deal with research projects. All members of the Research Committee are members of the IQAC. The Research Committee motivates the teachers to apply for different research projects funded by the UGC and other funding agencies. The Research Committee provides all support required by faculties pursuing research: full autonomy is given to the Principal Investigator for smooth conduct of the research project: funds sanctioned by the different agencies are released without delay: the College provides major infrastructural facilities like library, laboratory, computer and Internet facilities to pursue research activities. Necessary arrangements are made to enable teachers to avail of FIP scheme of the UGC for their doctoral research as per statutory provisions. The IQAC

encourages teachers to make presentations in seminars and get their papers published in reputed journals. Teachers due for promotion are enabled to attend Orientation Programmes and Refresher Courses. In this way, teachers are able to stay updated about the latest research trends in their subjects.

3. 2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3. 3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2		
Outlay in Rs. Lakhs		Rs2,00,000 (Political Science) & Rs 4,92, 117 (Botany)		

3. 4 Details on research publications

	International	National	Others
Peer Review Journals	22	7	2
Non-peerReview Journals	1	4	2
e-Journals	0	0	0
Conference proceedings	2	5	0

3. 5 Details on Impact factor of publications:

Range | Average 1.784 | h-index | Nos. in SCOPUS 4

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	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects *(other than compulsory by the University)*	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	0	0	0

3. 7 No. of books published i) With ISBN No. 16 Chapters in Edited Books 4

ii) Without ISBN No. 1

3. 8 No. of University Departments receiving funds from

UGC-SAP NA CAS NA DST-FIST NA

DPE NA DBT Scheme/funds NA

3. 9 For colleges Autonomy 0 CPE 0 DBT Star Scheme 0

INSPIRE 0 CE 0 Any Other (specify) 0

3. 10 Revenue generated through consultancy None

3. 11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	1*	0	0	3**
Sponsoring agencies		UGC			College

* The Departments of Sanskrit, Sociology and Education jointly organized a UGC-sponsored Two-day National Level Seminar on 'Women's Education in India: Past Predicaments and Future Possibilities' involving around 200 students from different Colleges and Universities on 23rd and 24th September 2015. '

**The Department of Physics of Vidyasagar College for Women, jointly with the Departments of Physics of Vidyasagar Day College and Vidyasagar Evening College organized a One-Day Conference 'Let There Be Light' on 'Optical Applications, Synergies & Vistas' on 21.12.15 on the occasion of the International Year of Light.

**The Department of Hindi organized an Inter College Seminar on 'Social Media mein Hindi' involving 97 students of different Colleges on 8.10.15. Eminent educationists were present as judges and orators.

**The Nari Samsad of the College organised a large-scale Seminar on the occasion of International Womens' Day on 8.3.16. Eminent speakers were invited to deliver lectures to sensitise the students on gender identity and gender discrimination.

3. 12 No. of faculty served as experts, chairpersons or resource persons 12

3. 13 No. of collaborations International 0 National 0 Any other 1*

*Dr Maitrayee Basu Roy, Assistant Professor, Department of Chemistry, is eng aged in Protein-drug interaction study in collaboration with Emeritus Professor of Chemistry, Dr Sanjib Ghosh, of Presidency University, Kolkata.

3. 14 No. of linkages created during this year 1*

*Dr Deepti Bannerjee is a Referee of the Journal of Applied Optics and Referee of Journal of Optical Society of America. Dr Bannerjee also has a one-year individual membership of Optical Society of America (OSA) and she has full membership of Organization for Women in Science for Developing Country, OWSD (a non-profitable organization).

3. 15 Total budget for research for current year in lakhs:

From Funding agency 0 From Management of University/College 0

Total 0

3. 16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
1	1*					

*Dr Deepti Bannerjee, Associate Professor, Department of Physics, has been a recipient of the 'Regular Associate of ICTP' award, ICTP (International Centre for Theoretical Physics), Strada Costiera, Trieste, Italy. The award is valid till date.

3.18 No. of faculty from the Institution who are Ph.D. Guides and students registered under them

3

4

(List attached)

Name of faculty who are Ph. D. guides	Research Student	M. Phil/ Ph. D.	Univ. with which registered	Subject
Dr Ashutosh P. Singh, Associate Professor, Department of Hindi (sole guide)	Ms Rudraksha Pandey Sri Jayprakash Shaw	Ph. D. (ongoing) Ph.D. (ongoing)	CU CU	Hindi Hindi
Dr Deepti Bannerjee Associate Professor, Department of Physics (sole guide)	Shri Dipan Sinha	Ph.D. (ongoing)	CU	Physics
Dr Tapan Roy Associate Professor, Department of Mathematics (co-guide)	Ms Ruchira Chakraborty	Ph. D. (ongoing)	JU	Mathematics

3.19 No. of Ph.D. awarded by faculty from the Institution 1

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 0 SRF 0 Project Fellows 0 Any other 0

3.21 No. of students Participated in NSS events:

University level	50	State level	0
National level	0	International level	0

3.22 No. of students participated in NCC events:

University level	0	State level	30
National level	6	International level	0

3.23 No. of Awards won in NSS:

University level	0	State level	2
National level	0	International level	0

3.24 No. of Awards won in NCC:

University level	0	State level	2
National level	0	International level	0

3.25 No. of Extension activities organized

University forum	0	College forum	0		
NCC	5	NSS	14	Any other	3

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

The students of our College take part in different extension activities led by the NCC and NSS. The NCC In-Charge is Lt Dr Satya Upadhyay. The NCC Unit of this College is under the name "C" Roy 2nd Bengal Girl's Battalion. They receive training in the defence and disaster management of the country. Regular parades, drills and camps are organized to make the cadets fit for the commissioned ranks. During the academic year 2015-16, the NCC has observed Anti-tobacco Day with a rally, World Aids Day, NCC Day, World Yoga Day, World Environment Day and has done volunteer work during the Pulse Polio drive.

The Convener and Programme Officer of NSS is Prof Keka Das. The main object of the NSS is to motivate students for undertaking various social services. Activities undertaken by the NSS in the

academic year 2015-16 included an Anti-AIDS Rally on Anti-AIDS Day, garments distribution among the poor and needy, workshop by CINI on female foeticide, serving Glucon-D to traffic sergeants, visit to Amherst Street Women's Police Station, feeding of stray animals. The NSS also observed World Environment Day, World Youth Day, Raksha Bandhan Utsav, Teachers' Day, Childrens' Day and organized a 7-days' Special Camp on cleanliness and sanitation including a health camp with a focus on preliminary first-aid measures. The NSS also organized a Film Festival for the first time.

The Extension Activity Committee paid a visit to Battala Susangata Shishu Vikash Prakalpa and also visited Onkolink (Centre for terminal cancer patients). The Committee has also undertaken tree plantation and plans to distribute food, medicines and other necessities among street children.

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	60, 000 sq.ft. (Main Campus) 18, 720 sq.ft. (Second Campus VSM)	15, 000 sq.ft. (Third Campus, the New Building)	College funds and RUSA grant and State Govt.	93, 720 sq. ft. (combining the three Campuses)*
Class rooms	15	7 + 10**		32
Laboratories	8	2***	MP LAD Fund, RUSA grant & College funds	10
Seminar Halls	1	1 ****	RUSA grant & College	2
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	266	09	UGC & College	275
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs 14,32,579	Rs 49, 561	UGC & College	Rs 14,82,140
Others	Rs 2,35, 117	Rs 2,28,141	College	Rs 4, 63, 258•

*The total built-up area in the main campus is 60,000 sq. ft. The second campus at 36 Vidyasagar Street and the adjoining area at 36/ 1 Vidyasagar Street constitute in total 18, 720 sq ft. The third

campus of the College is at 8A Sibnarayan Das Lane which is shared jointly with Vidyasagar Evening College and where the College has 15, 000 sq. ft. of area.
**The College has 15 classrooms (in the Main Building) and 7 classrooms (in the New Building). Besides, the College shares 10 classrooms with Vidyasagar Evening College in the New Building.
***The College has Laboratories of all Science Departments in the Main Building. However, to facilitate longer working hours, modern Laboratories for the Botany and Zoology Departments are being built in the New Building.
**** In addition to the Seminar Library in the Main Building, the College Auditorium, built on the 2nd floor of the New Building, was inaugurated on the 9th of May 2016. Complete with all necessary air-conditioning and audio-visual arrangements, it is a multipurpose hall which can be used both as an auditorium and a seminar hall. Audience capacity is 100.
• Amount spent for consumables (chemicals and specimens), components of equipments, glass goods and stationery.

4. 2 Computerization of administration and library

A new terminal together with a printer has been placed in the College office. This terminal is connected to the server-based College network. Now many of the student-related data are kept in the Excel format, as no office-automation software is used due to lack of suitable manpower. Consequently, it has not yet been possible to build up a comprehensive database for students-data.
The Central Library activities are operated from the Third Campus at 8A Shibnarayan Das Lane for more convenient services. Bar code printer, scanner, equipments related to digital library services have been purchased from the RUSA fund and the installation process is in progress. A new photo-copy machine has been installed in the Central Library, to assist faculties and students in their studies. The Library has an Open Access Reading Room. Out of the RUSA funds, 1,416 books, 52 E-books and 1 E-database have been purchased. The Library Sub-Committee plans to introduce printing services, e-library facility and e-resource access facility. The progress on Library Automation has run into a snag, as we failed to install SOUL on the College network server, in spite of direct and remote assistance by the UGC-INFLIBNET SOUL support. So now, the Librarian is exploring the possibility of utilizing some alternative software, possibly an open-source one, for Library Automation.
A new Computer Centre having twenty terminals (Thin-clients) connected to an IBM Server has been constructed adjacent to the newly constructed Central Library, utilizing funds made available by RUSA. The Center has one Server, one UPS and 20 Monitors. The Computer Centre is meant for faculties and students who want to use Internet for their work. The Centre will provide support to the newly-established Computer Training Course for the students conducted by Webel Informatics Ltd.
The Seminar Library in the Main Campus consists of the seminar libraries of the Arts Departments having mainly reference books, seven departmental cubicles, computers with Internet connections and reading facilities for both teachers and students. The floor area is 600 sq ft. A twenty-terminal digital library, based on an IBM Server, has been planned on the third floor of the Main Campus, utilizing RUSA funds. The digital library will give access to e-books and journal articles/papers, for the faculties and students, with the required subscription being provided by the College. However, as the required software is not yet ready, it may take some time before it starts functioning.

4. 3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5740	755951.00	101	10623.00	5841	766574.00
Reference Books	19694	2068122.00	1350	920000.00	21044	2988122.00
e-Books	93809	Rs.5000.00 (Annual Membership of N-List, UGC INFLIBNET)	52	167411.00	93681	167411.00
Journals	15 (Title)	Rs.15,000.00	0	0	15 (Title)	Rs.15,000.00
e-Journals	6247	Rs.5000.00 (Annual Membership of N-List, UGC INFLIBNET)	0	0	6247	Rs.5000.00 (Annual Membership of N-List, UGC INFLIBNET)
Digital Database	1	Rs.5000.00 (Annual Membership of N-List, UGC INFLIBNET)	1	257625.00 (3 year Subscription)	2	257625.00
CD & Video	22	As Accompanied Materials with Books	17	1700.00	39	1700.00
Others						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	18 (excluding laptops & departmental computers)	Two (at VSM and 3rd Campus)	Two separate BSNL Broadband connections, one in the Main Campus and another at the 2nd Campus	One for faculties only (in the Seminar Library in the Main Campus) & one for students at the Central Library	One at the 2nd campus, having 11 desktops	Five network terminals, together with TALLY for keeping accounts	Supplied by the individual depart-ments	
Added	12	Nil	Nil	Digital library facility at the Seminar Library for students with 1 server and 20 thin clients	One Computer Centre in the 3rd Campus with 1 server and 20 thin clients	Nil	Nil	Nil
Two	30	Two	Two	Two	Two	Five		One

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

Computer: Two separate twenty-terminal server-based networks were installed, one of them adjacent to the Central Library, and the other one on the third floor of the Main Campus. The first one is primarily meant to be used as a net-surfing centre for faculties and students whereas the second one will be used as a Digital Library. The first one has already started functioning.
The College has started a two-year training course, conducted by WEBEL Informatics Ltd, to familiarize the willing students with various important uses of Information Technology, for a reasonable annual fee. This course is being conducted in the newly constructed Computer Centre adjacent to the Central Library.
Out of RUSA funds, 2 servers, 46 Thin Clients, 1 LED TV, 9 printers, 12 desktops, 8 laptops, 2 photocopy machines, 2 hand scanners, 2 bar code scanners, 2 smart boards and 55 LCDs have been bought.

Internet*:* The BSNL broadband connection in the Main Campus has been upgraded to a sufficiently high bandwidth to improve the Internet connectivity. 1) For giving the Internet facility uninterruptedly, the Internet bandwidth has been increased from 20 GB to 175 GB per month.
2) Wifi-enabled campus networks and its facility will be extended to the students.
3) Network and bandwidth management system UTM will be installed.

4) Facility of using the digital library will be extended to students by utilizing RUSA funds.
5) The E-library, adjacent to the Central Library, offering the students free-browsing experience with Internet connectivity, ensures that students are able to gainfully utilize their free time between classes.

Any other programme for technology upgradation: An ICT-enabled class-room has been constructed on the second floor of the New Building to be used by all Science and Arts faculties. This class-room is equipped with a projection system and a smart-board. A convenient time-table is being sketched out, so that this ITC-enabled class-room can be effectively utilized by various Departments throughout the week.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs 2, 44, 000
ii) Campus Infrastructure and facilities	Rs 6, 50, 000
iii) Equipments	Rs 32, 103
iv) Others	Rs 1, 00, 000
Total :	Rs 9, 76, 103

Criterion – V

5. Student Support and Progression

5. 1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC enhances awareness about Student Support Services by disseminating necessary information through the website, informing the students about the modalities for getting financial assistance from the government and other agencies, and ensuring remedial classes for slow learners and classes for entry-in-services. IQAC members are also present in the Grievance Redressal Cell. While minor grievances of students are sought to be redressed by the Cell, a major grievance, if any, is forwarded to the Governing Body by the IQAC. The Vidyasagar College for Women Students' Union also plays a significant role in assisting the IQAC members to interact with and motivate the students to join the various short-term courses that have been started by the College. The IQAC works in collaboration with the Career Counselling Cell and Placement Cell which endeavours to provide the students with sensitization about career opportunities. There is also a Personal Counselling Cell for personal counselling of students by professional counsellors to enable them to deal with the challenges

of the present times. The College has an Anti-Ragging Cell and an ICC which provide the required support services for students as and when needed. The IQAC regularly interacts with these Cells.

5. 2 Efforts made by the institution for tracking the progression

Though there is no formal mechanism for tracking progression of students, information in this regard is disseminated informally by the Head of the Institution, Heads of various Departments and the alumni. A concerted effort is now being made to give this interaction a formal shape.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2075			

(b) No. of students outside the state

0

(c) No. of international students

0

Men

No	%

Women

No	%
2075	

(The College is a Womens' College.)

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1807	173	18	70	-	2068	1749	214	17	94	1	2075

Demand ratio 5:1 Dropout % 9%

5. 4 Details of student support services for coaching for competitive examinations, if any:

There is no formal mechanism for coaching for competitive examinations. However, the members of the faculty offer valuable guidance in course of classroom teaching and advise students on how to prepare themselves for some competitive examinations. Measures are being taken for starting the Entry-in-Services course from the next academic session which will provide coaching to students for some competitive examinations.

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	

No data is available with the College.

5. 6. Details of student counselling and career guidance:

The College has a Career Counselling Cell and offers necessary counselling to the students according to their capabilities, orientations and aptitude. The Cell functions in tandem with the Placement Cell. The Career Counselling Cell has organised various programmes and seminars for the career guidance of the students of the College.

Seminar/Workshop	Date	Time	Speakers/Organization
Career Information Literacy	28.01.2016	11 am	Moumita Ash, VCFW
GIS-Scope and Opportunities	29.02.2016	10 am	Mr Animesh Majumdar and Dr Jayanta Sen

The Cell organized an interactive session on Career Information Literacy on 28. 1.16 for all the students of the College. The chief speaker was Sm. Moumita Ash. Career Information Literacy is a combination of two words Career Literacy and Information Literacy. Digital career literacy is concerned with the ability to use the online environment, to search, to make contacts, to get questions answered and to build a positive professional reputation. Students can use a social media profile to research jobs and for professional development and commercial awareness.
The session on Career Information Literacy covered the following aspects:
How to cultivate and manage a responsible online presence;
How to develop career documents to complete a job search, and what to include in those documents, including resumes and cover letters;
How to effectively interview for jobs and make a good impression;

A sense of career vision, which includes knowledge of personal aptitude, values and overall strengths;
An understanding of employability, including the value of the work provided and trends in the industry;
How to communicate effectively and professionally in work environments.

The seminar on GIS-Scope and Opportunities was held on 29.2.16 and started with the new concept being analyzed to the students. The first session was conducted by Mr Animesh Majumdar of Corporate Bridge. The second session was conducted by Dr Jayanta Sen of RS-GIS Institute. Dr Jayanta Sen highlighted that most of the countries of the world have started specializing in GIS but in India the lack of skilled manpower has always been a concern. With the advent of new and advanced technology, the importance of geospatial science is going to be simplified. Accelerated growth and development prospects in India would encourage several industries and businesses to use GIS. The tools and techniques can be widely used in the fields of agriculture, irrigation, forestry transportation and others. Students from Geology, Geography, Agriculture, Engineering, IT or Computer Science, Environment and Physics have a wide scope in this regard. GIS applications are mostly being found in Forestry and Farming, Mineral Exploitation, Human Settlement, Governance of Local Bodies, Transport and Marketing. The top twelve institutes were mentioned by Dr. Sen which provide several courses for students. The website addresses were provided. The job description includes GIS Programmer, Developer, Co-ordinator, Assessment and relief measure, Lecturer, Reader, Targetting Groundwater. The seminar proved to be a very successful one for the students of the College.

No. of students benefitted | 206 |

Apart from these seminars the Career Counselling Cell took the initiative in circulating the forms and informing the Third Year students regarding admission to the Institute of Jute Technology through the respective Science Departments and the Office. The Cell also took proper initiative to make the students aware of the National Science Talent Search by Jagadish Chandra Bose Institute. The posters were displayed in the Notice Boards of the College.

Job-oriented Courses: With a view to enable students to take up the present-day challenges in career, suitably designed courses are conducted on Spoken English and Computer Training. A short-term course on 'Improved Communication in English' is conducted by the Institute of English, Calcutta, (Government of West Bengal sponsored). Two classes are held per week (barring holidays) in the New Building. Theoretical and practical tests are conducted at the end of the course. Students who pass the tests are issued certificates from the Institute of English, Calcutta.

A computer training course for students has been started. The training is imparted by Webel Informatics Ltd., a Govt. of West Bengal Undertaking. The course is of 2 years duration @ Rs-2000/- per student payable in 4 instalments, with a rebate for reserved categories. Two classes are held per week (barring holidays) in the Vidyasagar College for Women Computer Centre in the e-library section of the Central Library in the New Building. Class timings are adjusted within the College routine. After completion of the course, each student will be issued a Diploma in Computer Applications by Webel Informatics Ltd. Job assistance is provided by Webel Informatics Ltd
A short-term women-related self-financing job-oriented diploma course on Food Processing and Tailoring was started in the Second Campus of the College from 8.1.16.

Apart from career counselling, personal counselling is also offered to the students by a professional counsellor.

5.7 Details of campus placement

On campus			***Off Campus***
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1*	100	16	

*The Tata Consultancy Service (TCS) conducted a placement programme in our College on 20.2.16. It was a whole-day programme that started at 9:30 a.m. First there was a pre-placement talk where the details regarding the Company, type of job to be offered, the prospects of future growth, starting salary, scope and security along with the process of selection were explained by the TCS officials. The selection involved a written test (MCQ) to be followed by an interview for the qualifying students from the written test.
A total of almost 100 students appeared in the first round which involved the written test. Out of these 100 students, 52 qualified for the second round. The second and third rounds involved interview sessions with individual students. Out of the 52 students, 18 qualified for the fourth and the final round which involved telephonic interviews with the higher-level officials of the Company. Finally, 16 students were selected for recruitment by TCS. The results were declared on the same day at 3 p.m. These 16 students were from various streams of the Science and Humanities Departments. The students joined the job after completion of graduation.
The Placement Cell is also trying to invite other corporate bodies and banking sectors for conducting placement programmes in the College campus. Since the College has courses in Journalism and Mass Communications and Film Studies, the Placement Cell is also making the effort to invite some media houses so that students of the College can also get placement in these fields.

5. 8 Details of Gender Sensitization Programmes

The Nari Samsad, in collaboration with the IQAC, organised a Legal Awareness Programme on 21.8.16 for the students of the College to sensitise them regarding the legal prerogatives and Acts relating to women. The Nari Samsad of the College also organised a large-scale seminar on the occasion of International Women's Day on 8th March. Eminent speakers were invited to deliver lectures to sensitize the students on gender identity and gender discrimination. The NSS also conducts gender sensitisation programmes for students.

5.9 Students Activities

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

State/ University level 6 National level 0 International level 0

No. of students participated in cultural events

State/ University level 0 National level 0 International level 0

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports:	State/ University level	3*	National level	0	International level	0
Cultural:	State/ University level	0	National level	0	International level	0

*Students were encouraged by the Sports Committee to participate in the West Bengal Inter College District Sports Championship 2016 held at SAI, NSEC, Salt Lake, Kolkata on 5.2.16 and students won three prizes in different events.

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	46	Rs 51, 407•
Financial support from government	90 (Kanyasree)	(Rs 25, 000 each for K2 applicants) (Rs 500 each for K1 applicants)**
Financial support from other sources		
Number of students who received International/ National recognitions		

• The College provides financial aid to such students who, on the basis of available data, appear not to be able to continue their studies without such aid. Such aid generally takes the form of concessions. Students coming from BPL families are granted full concession on their Tuition fees. Differential concessions in College tuition fees are granted to meritorious and economically backward students on the basis of their family incomes. Such concessions range from 75% fee waiver to 50% fee waiver. Concessions are applicable subject to regular attendance and satisfactory results in the class or College examinations. In addition to such aid there is another arrangement by which financial assistance of different kinds—buying books and study material, paying examination fees etc. are given to needy students out of a Student Aid Fund of the Teachers Council specially created for the said purpose out of monthly contributions of teachers.

** The reference here is to 'Kanyasree' which is a scholarship granted by the state government to deserving girl students. The figure given here is valid till date. Kanyasree is an ongoing process and the number of students receiving the grant is increasing by the day.

5.11 Student organised / initiatives

Fairs	: State/ University level	0	National level	0	International level	0
Exhibition:	State/ University level	0	National level	0	International level	0

5.12 No. of social initiatives undertaken by the students | 22 |

5. 13 Major grievances of students, if any, redressed

The Grievance Redressal Cell, with two representatives from the IQAC, holds bi-annual Meetings so that students get the opportunity to voice their problems. The Cell also has a Grievance Redressal Box that is placed in the College campus which can be used by the students to state their grievances. The Cell reports the grievances to the Principal. While minor grievances of students are sought to be redressed by the Cell, a major grievance, if any, is forwarded to the Governing Body by the IQAC. In the Meeting of the Grievance Cell dated 7.10.15, students from the Departments of English, Geography and Zoology put forward the need for use of microphones in large class rooms. They also stated that they do not find the gates open of the New Building early in the morning, at the starting hour of the College. In the Meeting dated 15.1.16, students from the Department of Chemistry expressed the demand for covered notice boards. The Cell submitted reports for speedy solution of the problems. In course of time, some of the problems were solved. Arrangements were made to have the gates opened early in the morning and a covered notice board was purchased from College finds.

Criterion – VI

6. Governance, Leadership and Management

6. 1 State the Vision and Mission of the institution.

Vision of our Institution: The vision of the College is a reflection of its distinctive characteristics as a premier educational institution of the state:

- The College will pursue a transparent online admission procedure to select deserving and meritorious students
- The College will ensure that all students have a personalized learning experience and regular contact with teaching faculty to ensure that students have sufficient academic support
- The College will strive to improve the quality and range of Student Support Services and conduct special remedial programmes for weaker sections of the students and slow learners
- The College will attempt to introduce Smart/ interactive Classes and vocational, job-oriented courses for skill development amongst students for equipping them to compete in the globalised employment markets
- The College will strive to promote inter-disciplinary and multi-disciplinary research and to explore and widen the range of research funding sources
- The College will facilitate computerized cataloguing of books available in the library building and provide access to on-line journals and digital books
- The College will make an effort to rejuvenate the existing infrastructure and create new facilities and integrate Information and Communication Technology (ICT) in its management activities

• The College will promote training and skill development activities for all teaching and non-teaching staff enabling them to develop their abilities in rendering their duties

• The College will seek to harness the expertise of the academic community in promoting a dialogue with all stakeholders, policy-makers, etc.

• The College will attempt to beautify the campus and provide a clean, healthy learning environment to its constituent members

Mission of our Institution: The mission of Vidyasagar College for Women is to provide the best possible conventional education to the students and furthermore, to render socially meaningful education so as to help create a generation of responsible citizens who will contribute to the growth and development of the nation and society of which they are a part. Education here is not confined to regular classroom teaching alone, but includes within its scope an all-round holistic development of students. To this end, the Institution aims:

• To foster inclusiveness in access to higher education, irrespective of class or caste

• To instil students with positive values and to impart a humanistic spirit of service to the wider community

• To aspire for a friendly environment for persons with different abilities

• To equip students better to face the challenges of the modern and diverse job-market

• To offer academic liberty, allowing our faculty members and students to engage in exchange of ideas on issues of social concern without fear and to motivate students in realizing their potential through creative spaces

• To pursue the goal of social responsibility by contributing through academics, research, extension and collaborations to meet the challenges which mankind is facing in the present century

6. 2 Does the Institution have a Management Information System?

As of now the College does not have a MIS. The College keeps records of students' profile, attendance, field work records, workshops and seminars, scholarships, performance in internal and external evaluation, teachers' leave, research studies, assets, appraisals, etc. were selected by TCS.

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

6.3.1 Curriculum Development

The College is an affiliated institution and follows the curriculum given by Calcutta University. As the College follows the Syllabus and Curriculum of Calcutta University, there is little scope of internal curricular designing. Teachers, however, participate in workshops for updating the curricula of the UG course of Calcutta University. The University provides an annual general academic calendar with details about the final exams and practical tests which is adhered to by the College. Every Department has its own academic calendar. The teachers plan their lessons based on this. The syllabus is divided among the faculty members by the Head of the Department.

6. 3. 2 Teaching and Learning

The faculties aim to provide an effective teaching-learning process. The faculties of each Department meet before the beginning of each academic session for term-wise allocation of syllabus assignments as per the Academic Calendar of the Department. The Departments organize students' seminars or departmental seminars with invited speakers. Some Departments also organize quiz contests and debates. The Department of Political Science organizes an annual Mock Parliament session. The use of the ICT-enabled classroom is intended to supplement the conventional 'chalk- and-talk' method of teaching. The teacher, aided by ICTs, can deepen the students' understanding and impart a lesson with greater retentive value. Field surveys, group discussions and project work in some Departments also enliven the teaching learning process.

6.3.3 Examination and Evaluation

The process of conducting final examinations and evaluation is done by the affiliating University through the Colleges. The process followed for the internal mid-term tests and selection tests is that the evaluated answer scripts are distributed among the students in the classroom by the respective faculties. The students can see the answer scripts and clarify any queries that they may have. Some Departments also hold class tests. Any issue related to evaluation is addressed by the concerned faculty members. All internal examinations are followed by Result Meetings where the Heads of all Departments report on the performance of their students. The data is recorded in the Register of the Academic Sub-Committee.

6.3.4 Research and Development

A Research Committee, represented both by faculty members of the Science and Humanities Departments, has been formed by the Governing Body of the College to deal with research projects. The Research Committee maintains a record of all minor/ major research projects undertaken by faculty members. Institutional support is provided to enable implementation of research projects. Full autonomy is given to the Principal Investigator for smooth conduct of the research project. Provision of Internet facility, a well-stocked Central Library with modern books and journals, modern, well-equipped laboratories for the Botany and Zoology Science Departments in the New Building also aid research work by faculty members. The Committee also encourages faculty members due for promotion to attend Faculty Development Programmes like Orientation Programmes, Refresher Courses etc. Faculty members who wish to avail of the FIP scheme of the UGC are provided the necessary support from the College authorities. These programmes help the faculties to stay updated about the latest research trends in their subjects.

6.3.5 Library, ICT and Physical Infrastructure/ Instrumentation

To cater to the demands of the students of the College, the Central Library has been shifted from the Second Campus (VSM) to the Third Campus (New Building) which is adjacent to the College. The Library has an Open Access Reading Room. Students and teachers can also borrow books from the library, subject to relevant regulations. The teachers also have a space of their own. The Central Library has 5841 text books, 21, 044 reference books, 93, 681 e-Books, 15 journals, 6247 e-Journals, 2 Digital Databases and 39 CDs and Videos. The resources of the library also include journals, e-resources, J-Gate Basic Science, ProQuest e-books, referential sites and a collection of old question papers. A new photo-copy machine has been installed in the Central Library, to assist faculties and students. Out of the RUSA funds, 1,416 books, 52 e-books and 1 e-database have been purchased. The Library Sub-Committee plans to introduce e-resource access facility. The library is run at present by a qualified librarian. Working Hours are from 8 AM to 2 PM from Monday to Saturday.
In addition to the Central Library, the College has one Seminar Library having floor area of 600 sq. ft. in its Main Campus. The Seminar Library is mainly for the humanities departments having about 1000 reference books, seven departmental cubicles complete with necessary furnishings, computers with Internet connections and printers. The Library Committee has decided to open the Seminar Library from August 2016 for digital library services. Bar code printer, scanner, equipments related to digital library services have been purchased from the RUSA fund and the installation process is in progress. The digital library has been planned with twenty-terminals, based on an IBM Server. The digital library will give access to e-books and journals, with the required subscription being provided by the College. However, as the required software is not yet ready, it may take some time before it starts functioning.
For the Science Departments, individual departments have their own seminar libraries maintained by the respective Departments. Students and teachers can borrow reference books for a short period from the Departmental seminar libraries.

To develop and update facilities in the library, ICT and infrastructure, the College has

adopted the following strategies:
(i) Latest books and journals are purchased and subscribed every year. Annual budgetary allocations are made available to each Department for purchasing the latest textbooks and reference books each year;
(ii) In order to promote research activities for the teachers of the College, from the year 2011 onwards, the College has been subscribing to the MHRD-initiated Inflibnet programme for e-resource of journals;
(iii) Partial automation of the library service has been initiated using the UGC-subsidized library automation software SOUL, purchased by the College;
(iv) Internet facility has been made available to the library users;
(v) Annual budgetary allocation is made available to all Science Departments for purchasing laboratory instruments as per the requirements of the Department;
(vi) An ICT-enabled classroom has been inaugurated and each Department has been allotted certain slots in their Departmental time-table to use the classroom;
(vii) The physical infrastructure has been developed. In 2014, Vidyasagar College for Women acquired a Third Campus at 8A Sibnarayan Das Lane, Kolkata: 700006. The Third Campus houses the Central Library of the College, exclusive laboratories for the Physics, Chemistry, Botany, Zoology and Physiology Departments (the laboratories in the Main Building are shared by the three Colleges), an air-conditioned staff room, an IQAC Room and ICT-enabled classroom, a modern Computer Lab, an Auditorium and several classrooms.
(viii) The strategies conceptualised by the College towards fulfilling the goal of infrastructural development include rejuvenation of the existing infrastructural facilities and expansion and upgrading of academic, administrative and infrastructural capacities.

6.3.6 Human Resource Management

The human resources of the College is managed in a democratic manner. For the management of the students' affairs, the College has a Students' Union whose elections are held annually as per University Statutes. The Teachers' Council and the Non-Teaching Staff Association look after the affairs of the teaching and non-teaching staff respectively. Faculty members are involved in academic work as well as Committee work. Regular attendance records of teaching and non-teaching staff are maintained. The Principal and Governing Body oversee the overall development of the total human resources of the College. To achieve the goal of human resource development, the College also adopts the strategies of effecting skill-development of students in different sectors and promoting training activities for the office staff; and providing for certain welfare schemes for the faculty, non-teaching staff and students.

6.3.7 Faculty and Staff Recruitment

Faculty and staff are recruited transparently as per Government norms/rules. Vacancies in full-time substantive teaching positions in the College are filled up as per rule by placing requisitions on the basis of 100 point roster (indicating general and reserved posts of different academic Departments) with the West Bengal College Service Commission for their recommendations of fresh incumbents and appointing such recommended incumbents, as such appointments only are duly approved by the Director of Public Instruction West Bengal. Permanent part-time appointments are made on the basis of recommendations of the Selection Committee formed for the purpose of such selections which includes a subject-expert nominated by the V.C of Calcutta University, a nominee of the D.P.I. , the Head of the concerned Department of the College, a nominee of the Governing Body and the Principal. A

contractual teacher is recruited by an Expert Committee which includes a University nominee and a subject expert. Guest lecturers are recruited by the College authorities according to Departmental requirements by interviewing duly qualified candidates who apply for the post. Non-teaching staff members (casual) are recruited by the College authorities through a process of screening according to the statutory procedure.

6.3.8 Industry Interaction / Collaboration

The collaborative efforts that have been undertaken so far are:

(i) With a view to enable students to take up the present-day challenges in career, suitably designed courses are conducted on Spoken English and Computer Training. A short-term course on 'Improved Communication in English' is conducted by the Institute of English, Calcutta, (Government of West Bengal sponsored). A MOU has been signed by the College with the Institute of English. Two classes are held per week (barring holidays) in the New Building. Theoretical and practical tests are conducted at the end of the course. Students who pass the tests are issued certificates from the Institute of English, Calcutta.

(ii) A computer training course for students has been started. The training is imparted by Webel Informatics Ltd., a Govt. of West Bengal Undertaking. A MOU has been signed by the College with Webel Informatics Ltd. The course is of 2 years duration @ Rs-2000/- per student payable in 4 instalments, with a rebate for reserved categories. Two classes are held per week (barring holidays) in the Vidyasagar College for Women Computer Centre in the e-library section of the Central Library in the New Building. After completion of the course, each student will be issued a Diploma in Computer Applications by Webel Informatics Ltd. Job assistance is provided by Webel Informatics Ltd.

6.3.9 Admission of Students

The process of admission is completely transparent. Admission Information is disseminated through the College website. Applications are invited from students who have passed their +2 Board exams. Applications for admission to First Year Honours and General courses are submitted online. All admissions to Honours courses are made strictly on the basis of merit and eligibility criteria as specified by Calcutta University. The applications are all scrutinised and the final Merit list of selected students in each Department, based on merit, is put up on the College notice board and on the website link. There are reservations of seats for minority sections like SC/ST/OBC-A/ OBC-B and differently abled students as per the Govt norms. Counselling is held in all subjects Particular dates are allotted to each Department for or counselling students for admission as per their merit, choice and opportunities. There is a Help Desk for Students' Admission. If some seats remain vacant in some Departments after the first counselling session, a second counselling session takes place. In all cases, the Merit List is strictly followed. All notifications are posted on the website. Bulk SMS is used to communicate with the applicants for delivering notices ad information regarding counselling schedules. The collection of fees and other financial transactions is done through the local branch of the Bank of Baroda.

6.4 Welfare schemes for

Teaching	The Employees' Credit Cooperative Society of Vidyasagar Group of Colleges.
Non-teaching	The Employees' Credit Cooperative Society of Vidyasagar Group of Colleges, Group Insurance
Students	Concessions in College tuition fees, Institutional scholarships and Government Scholarships (Kanyasree), Health Care, Subsidized canteen facilities, Student Counselling Support, Cheap stores existing in College premises, a Medical Cell, Remedial coaching classes for weak students, Subsidized canteen facilities, Student Counselling Support, Awards and Prizes.

Welfare schemes for the teaching faculty: 1) Through the employees' credit cooperative society of Vidyasagar Group of Colleges, the teaching faculty of the three Colleges housed in the same campus are entitled to low-interest loans as well as high returns against term and recurring deposits.
2) The Principal, faculty and non-teaching staff employed on a full-time substantive basis are entitled to all facilities of Provident Fund including high-interest returns, interest-free loans and, on fulfilling specific conditions, interest-free non-refundable withdrawals.
Welfare schemes for the non-teaching staff: 1) Through the employees' credit cooperative society of Vidyasagar Group of Colleges, the non-teaching faculty of the three Colleges housed in the same campus are entitled to low-interest loans as well as high returns against term and recurring deposits.
2) The non-teaching staff are also entitled to Group Insurance.
Welfare schemes for the students:
1) Concessions in College tuition fees are granted to meritorious and occasionally backward students for which applications are invited during the academic session. For full concession, production of BPL card is mandatory. Concessions are applicable subject to regular attendance, good conduct and satisfactory results in the class/ College examinations. All prescribed concessions and scholarships are available to students belonging to reserved and physically challenged categories as per rule. Government Scholarships (Kanyasree) are given to deserving students who fulfil the required criteria.
2) Health care facilities are available to students in-campus as well as off-campus. In the main campus, annual health camps and medical check-ups are conducted by competent physicians. Periodic counselling is conducted by a professional counsellor to prepare students to deal with individual problems and problems in relation to personal and social relations. Off campus, the Students' Health Service and University Health Centre run by the Board of Health of CU in Goenka Hospital at Muktaram Babu Street, very close to the College, offers specialized medical treatment. The Students' Health Home offers specialized medical treatments to students free of cost on Principal's recommendations at its complex located at 142/2 AJC Bose Road.
3) There is a Medical Cell run by the College which conducts health check-ups at regular intervals. The Medical Cell of the College held an Obesity Awareness Camp on 1.3.16. A dietician of the Royal Nursing Home was present to advice the students on diet-related issues.
4) A health check-up camp for students was held in the New Building prior to the starting of the yoga course in collaboration with the NCC on 16.12.16. The check-up involved examination of height, body weight and level of haemoglobin. A total of 63 students turned up for the check-up.

5) Subsidized canteen facilities: The College provides healthy and nutritious food at cheaper rates to the students who come to the College at an early hour of the day.
6) Student Counselling Support: Apart from career counselling, personal counselling is also offered to the students by a professional counsellor.
7) Cheap stores exist in College premises which help students as they can buy books at discounted rates.
8) The College will soon start remedial coaching classes.
9) Awards and Prizes to the best-performing students are awarded in an annual prize-distribution ceremony which is held along with the Annual College Socials.

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	No		No	
Administrative	No		No	

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

For UG Programmes Yes No √

For PG Programmes Yes No

The College is affiliated to Calcutta University which conducts the examinations and declares the results of Under Graduate courses, hence the College has no control over the date of publication of results. The College takes steps for timely publication of results of internal mid-term and selection tests conducted by the College.

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

The College, being an affiliated one, does not have any autonomy for examination reforms.

6. 10 What efforts are made by the University to promote autonomy in the affiliated/ constituent colleges?

NA.

6. 11 Activities and support from the Alumni Association

The College has a very rich and distinguished Alumni Association. The Alumni Association of Vidyasagar College for Women was established in February 1987, the Registration No. being S/IL/14617 of 2002-2003. At present the Alumni Association comprises of total 250 Life Members and more than 300 Ordinary Members.

The Alumni Association organises blood donation camps, and observes Rabindra & Nazrul Jayanti and arranges for Annual Reunions and Annual General Meetings with Audit Report. The Alumni Association meets at least twice a year. The Association organises cultural and knowledge-based programmes not only for its members but for students as well. Quite a few members of the alumni are fairly active in interacting with the College authorities and providing the requisite support.

In addition, the Alumni Association organises an Award of academic prize by Smt. Basanti Chatterjee and Smt. Manjushree Ghosh to the best student of Physics Honours in the B.Sc. Examination of Calcutta University every year in memory of late Abani Kumar Banerjee and Award of academic prizes to two students of the Institute, one for the best student in the B.A. exam and the other for the best student in the B.Sc. exam of C.U. every year.

The Alumni Association also makes arrangements for an essay competition among the students of the three colleges, namely Vidyasagar College for Women, Vidyasagar Day College and Vidyasagar Evening College on the contribution of Pandit Iswar Chandra Vidyasagar towards the advancement of Womens' Education in our country and awards prizes to the three best competitors.

The Alumni Association has also, on occasion, extended financial help to meritorious but needy students.

6. 12 Activities and Support from the Parent-Teacher Association

The College does not have any Parent–Teacher Association. However every Department holds annual interactive parent-teacher meetings, to provide parents with feedback about the progress of their wards.

6. 13 Development and programmes for the support staff

An annual picnic was organised for the support staff. The staff also attends all the programmes in the College, such as Sports Day and Founders Day Programme, Freshers' Welcome and Saraswati Puja.

6. 14 Initiatives taken by the Institution to make the campus eco-friendly

1. The College campus has been made a no-smoking and plastic-free zone.
2. The College Beautification Committee is instrumental in the maintenance of the cleanliness and beauty of the College campus.
3. The Green Club and the Extension Activity Committee arrange for tree plantation efforts.
4. The NSS Unit of the College regularly organises awareness programmes on environmental consciousness.

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.

(i)The modern Computer Lab has helped in enhancing the quality of the teaching learning process.
(ii) On the initiative of the NAAC Committee, Science and Arts Exhibitions were organised by all the Science and Humanities Departments on specific aspects of their respective subjects.
(iii) The new, modern Auditorium has made it possible for different Departments to organise seminars and lectures by invited speakers. It has also enabled the IQAC and various Committees like the Career Counselling Cell, the Placement Cell, the Medical Cell and the NSS and NCC to organise various events that have witnessed a large turnout of students.
(iv) The ICT-enabled classroom has vastly enriched the teaching-learning process by enhancing students' knowledge about different aspects of the topic being taught and by providing access to updated and additional learning resources.
(v) New, modern laboratories for the Science Departments (Botany and Zoology) have been constructed in the New Building for their exclusive use out of the RUSA funds. (The existing science laboratories are shared by the three Vidyasagar Group of Colleges).
All these measures and innovations have created a positive impact on the functioning of the institution.

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

Action Recommended–1: To draw up a prospective development plan for the year 2015-16 in view of the receipt of the 1st instalment of the RUSA grant, Rs 50 lakhs, in October 2015.
Action Taken: The plan was drawn up by the RUSA Committee in consultation with the IQAC.

Action Recommended–2: To build new, modern laboratories for the Botany and Zoology Departments in the New Building for their exclusive use out of the RUSA funds. (The existing science laboratories in the Main Campus are shared by the three Vidyasagar Group of Colleges. Hence this initiative is also intended to facilitate longer working hours.)
Action Taken: Modern laboratories for the Botany and Physiology Departments have been built in the New Building,

Action Recommended–3: Procurement of books for all Departments and books on General Knowledge/ Current Affairs and e-resources, subscription of e-books, print journals and e-journals, e-databases, bar code printers, catalogue printers and other equipments for library automation.
Action Taken: The books and equipments have been purchased out of RUSA funds.

Action Recommended–4: To build an ICT-enabled classroom out of the RUSA funds.
To start a computer training course for the students of the College.
Action Taken: An ICT-enabled classroom has been built on the second floor of the New Building.

Action Recommended–5: To build a new Auditorium with Green Room on the second floor of the New Building out of RUSA funds.
Action Taken: A state-of-the-art Auditorium has been built at the New Building out of RUSA funds.

Action Recommended–6: To start a short-term women-oriented certificate course for the students in fulfilment of NAAC Peer Team recommendations.
Action Taken: A short-term course on Tailoring and Food Processing was started on 8. 1. 16 in the Second Campus (VSM).

Action Recommended–7: To start a Yoga course for the students of the College in fulfilment of the recommendations of the NAAC Peer Team.
Action Taken: A yoga course was inaugurated on 16.10.15.

Action Recommended–8: To start a computer training course for the students of the College in fulfilment of the recommendations of the NAAC Peer Team**.**
Action Taken: A computer training course conducted by Webel Informatics Ltd. has been started for the students.
Action Recommended–9: To initiate the observance of Hindi DIvas.
Action Taken: Hindi Divas was observed on 14th September 2015 with an Institution-level seminar.

Action Recommended–10: To organise Science and Arts Exhibitions in the New Building, in accordance with the proposal of the NAAC Committee.
Action Taken: All Lab-based Departments held the Science Exhibition successfully on 1.2.16, followed by an Arts Exhibition the next day. The exhibitions were organised with widespread participation from students of all Departments.

7. 3 Give two Best Practices of the institution.

Details are attached as Annexure III.

7. 4 Contribution to environmental awareness/ protection

The Green Club of the College organised an Institutional-level Seminar in collaboration with the IQAC on 'Environmental Awareness'. The seminar had power-point presentations by eminent speakers and a poster competition among the students was held on the theme. The Club also ensures observance of Environment Day on 5th June to create awareness about environmental protection. The Extension Activity Committee organised a tree-planting ceremony at VSM, the Second Campus of the College. The NSS Unit creates awareness of environmental hazards and regularly conducts campaigns to prevent use of polythene products and plastics in the College campus.

7.5 Whether environmental audit was conducted? Yes [ ] No [√]

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

Pl. see Annexure II.

8. **Plans of Institution for the next year:**

1. To prepare for re-accreditation by NAAC.
2. Introduction of Academic Audit.
3. Introduction of Green Audit.
4. Initiation of the process of building a Girls' Hostel.
5. Construction of handrails and ramps for handicapped students for barrier-free education from UGC grant.
6. To install an elevator in the New Building.
7. To set up solar panel on the roof top for generation of solar energy.
8. To initiate a Student Information System to be maintained in a digital database.
9. To construct a gym in fulfilment of the recommendations of the NAAC Peer Team.
10. Initiation of the process of acquiring PG affiliation in one or two subjects.

Name Dr Chaitali Basu Name Dr. Rupali Chaudhuri

Chaitali Basu

Signature of the Coordinator, IQAC

Rupali Chaudhuri

Signature of the Chairperson, IQAC

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ANNEXURE I

Academic Calendar

MONTH	EVENTS
JULY	Admission and commencement of classes
AUGUST	Admission Process completed Independence Day Celebrations
SEPTEMBER	C.U. Registration along with continuation of classes Teachers' Day Celebrations College Socials Pt. Iswar Chandra Vidyasagar's Birth Anniversary Celebrations Hindi Divas Celebrations
OCTOBER	Puja Vacation
NOVEMBER	Mid-term examinations
DECEMBER	Parent Teacher Meeting Publication of Mid-term results Winter Recess (25th to 31st December)
JANUARY	Part III College Selection Test Examination Filling up of Part-III C.U. Forms
FEBRUARY	Part II College Selection Test Examination Publication of results of Part-III Test Exam Saraswati Puja Annual College Sports Matribhasha Divas Celebrations
MARCH	Part I College Selection Test Examination Publication of results of Part-II Test Exam Filling up of Part II C.U. Forms. International Womens' Day Celebrations
APRIL	Part III C.U. B.A./B.Sc. Examination Publication of results of Part-I Test Examination Filling up of Part I C.U. Forms.
MAY	Part II C.U. B.A./B.Sc. Examination Rabindra Jayanti Celebrations Summer Recess (16th May to 30th June)
JUNE	Summer Recess (16th May to 30th June) Part – I C.U. B.A./B.Sc. Examination Environment Day Celebrations International Yoga Day Celebrations

Holidays are observed on the occasions of Rathayatra, ld-ul-Fitre, Janmashtami, ld-r:j-Zoha, Gandhi Jayanti, Mahalaya, Jagadhatri Puja, Guru Nanak's Birthday, Fateha-Dohaz-Daham, Swami Vivekananda's Birthday, Netaji's Birthday, CU Foundation Day, Republic Day, Shivratri, Doljatra, Holi, Good Friday, Easter Saturday, Chaitra Sankranti, Bengali New Year's Day, Ramnavami, May Day and Buddha Purnima.

Annexure II
SWOT Analysis

Strengths
1) Good Results of Students in University Examinations: The high marks scored by several students in some Departments in the University Examinations has reinvigorated the teaching-learning process.
2) **Emphasis on learning through ICT:** ICTs are seen as important tools to enable and support the move from traditional 'teacher-centric' teaching styles to more 'learner-centric' methods. The ICT-enabled teaching and learning process has served to supplement the 'chalk-and-talk' method of teaching and to facilitate a more interactive teacher-student participation in the learning process.
3) Student seminars: Students are encouraged and duly assisted to participate actively and present their own papers and thus share views with their peers. This has helped to create a learner-centric environment and has helped students to formulate independent opinions about different topics of the curricula.
4) A well-stocked Central library: The Central Library located on the ground floor of the New Building, measures 972 sq. ft. and caters not only to the students but also to the research requirements of the faculty. The Central Library is run by a qualified librarian. The Central Library provides for open access of books and journals. The Library has 5841 text books, 21, 044 reference books, 93, 681 e-Books, 15 journals, 6247 e-Journals, 2 Digital Databases, 39 CDs and Videos as accompanied Materials with Books. The resources of the library also include J-Gate Basic Science, ProQuest e-books, referential sites and a collection of old question papers. The Library Sub-Committee plans to introduce printing services, e-library facility and e-resource access facility. The e-library section of the Central Library provides students with internet connectivity and functions as a Computer Centre for the computer training programme for students conducted by Webel Informatics Ltd. A new photo-copy machine has been installed in the Central Library, to assist faculties and students in their studies**.** Out of the RUSA funds, 1,416 books, 52 e-books and 1 e-database have been purchased. Since 2011, the Central Library has been subscribing to the UGC-subsidized INFLIBNET programme which has a large collection of e-journals that can be used by the faculties and students for academic and research purposes. On the occasion of the annual commemoration of Vidyasagar's Birth Anniversary in the 2nd Campus of the College, the Central Library organised a Book Fair that involved some major publishers.

WEAKNESSES
1) Vacant teaching posts: There are some vacant teaching posts in some Departments. However, this is an area beyond the jurisdiction of the College administration. Permanent teachers are appointed on the basis of the recommendations of the West Bengal College Service Commission which selects incumbents who fulfil all necessary criteria. Requisitions for full-time teachers in the vacancies created are formally made to the College Service Commission. In cases where a substantive teaching post lies vacant for quite some time, guest lecturers are recruited—such recruitments are made from amongst applicants who fulfil required qualifications through a Screening Committee constituted as per relevant regulations.
2) Lack of records for vertical movement of the students' achievements: After graduation, the students' progression to employment and the rate of their success into competitive examinations needs to be recorded.
3) Monitoring the issue of drop-outs: Measures are to be taken to curb the problem of drop-outs; a special committee may be formed to monitor the issue.

OPPORTUNITIES
1) Office automation and reorganisation of the existing office space for better management of office-related work.

2) The College can strive to provide better infrastructure and facilities for research purposes.
3) The College can further increase its infrastructure in terms of sports facilities.

THREATS/ CHALLENGES

1) The College needs to impart more professional training to the non-teaching staff.
2) The Central Library needs to be fully automated in the future.
3) To examine the scope of peer teaching where the advanced learners can help the backward students.

Annexure III
Best Practice I

Title of the Practice– Use of ICT-enabled Classroom

The Objective –ICTs are seen as important tools to enable and support the move from traditional 'teacher-centric' teaching styles to more 'learner-centric' methods.

The Context – The development of technology skills is seen to have a role in the teaching and learning process, and is important as an enabler of other teaching and learning practices. The use of technology in teaching and learning activities appears to be as important as specific instruction by the chalk-and-talk method.

The Practice – Each Department is allotted certain classes in the ICT-enabled classroom in the Departmental time-table. The ICT-enabled classroom, located on the second floor of the New Building, is equipped with ACs, a laptop, a fixed screen and fixed infrastructure. The teacher concerned has to carry only the pen-drive containing the power-point presentation with the help of which he/she intends to conduct the ICT class.

Evidence of Success – The teacher, aided by ICTs, can challenge pupils' understanding and thinking, and enhance students' knowledge about different aspects of the topic being taught. By providing access to updated and additional learning resources, ICTs can also enable teacher self-learning in his/her subject area.

Problems encountered and Resources Required – Teacher technical mastery of ICT skills is not a sufficient precondition for successful integration of ICTs in teaching. Training sessions were held so that teachers develop comprehensive knowledge of the wide range of ICT tools and resources.

Best Practice II

Title of the Practice–Annual commemoration of Vidyasagar Birth Anniversary in the Second Campus

The Objective –To honour and disseminate the noble values and ideals of Pt. Iswar Chandra Vidyasagar

The Context – The College is a Womens' College and Pt. Iswar Chandra Vidyasagar played a prominent role in the spread of womens' education in 19th century Bengal. Hence, every year, the College commemorates, with due grandeur, the Birth Anniversary of Pt Iswar Chandra Vidyasagar in his residential premises in the Second Campus at 36 Vidyasagar Street.

The Practice – There is an arrangement of an Inter-College Competition between Colleges in the neighbourhood. Students of different Colleges participate in the competitions on 'Essay-writing', 'Debate' and 'Extempore'. The theme of the essay-writing competition was 'Women's Emancipation and Vidyasagar'. Winners were awarded prizes. Eminent speakers were invited to speak on different aspects of the multifaceted contribution of Pt Vidyasagar to Bengali society. This year, the College arranged a 'Book Exhibition' in the Heritage Building. Several renowned publishers participated in the exhibition with their valuable collection with books. This year, a cultural NGO named Urotaar performed a short drama on Vidyasagar's life.

Evidence of Success – In this way, the College commemorates the birth anniversary of Vidyasagar with widespread participation from students, teachers and non-teaching staff. The variety of events leads to a networking with the neighbourhood Colleges and helps to disseminate the ideals of Vidyasagar and highlight his immense contribution to the uplift of the women of Bengal.

Problems encountered and Resources Required – The Government of West Bengal sponsors the programme partially. The rest of the amount is borne by the College.

Annexure IV **Feedback analysis** In recognition of the fact that feedback is an important part of the learning cycle, students' feedback on teaching is taken annually from the outgoing 3rd Year students. A questionnaire for gaining feedback covering different aspects of the teaching-learning process is distributed among the final-year students of all Departments in the months of January/ February after the 3rd Year Selection Test Examination. The students are briefed by the teacher ahead of time about the purpose of the feedback and the teacher's desire to benefit from their true opinions. Students are given instruction not to put their signatures on the feedback form to maintain confidentiality and so that they may express their opinion fearlessly. Students are asked to assess Subject Knowledge, Communication Skill, Accessibility etc. of the teacher. Feedback is taken from those students who have 75% attendance or more. The teachers use the data and information obtained from the feedback to re-evaluate their teaching methods. The feedback obtained helps in effecting improvements in the teaching-learning process and classroom management as well. Student feedback also helps a teacher to better meet the needs of different kinds of students. The written feedback is assessed by the Departmental teachers and the HoD. While the positive feedback is welcome when it is observed that the performances of the majority of teachers are satisfactory, the negative feedback, if any, is also taken seriously and ways to address it are thought out constructively. Other means of obtaining feedback are as follows: 1. Most Departments hold interactive parent-teacher meetings after the mid-term examinations for awareness and feedback from the parents. 2. There is a Grievance Redressal Cell which holds periodic meetings with the students and a Grievance Box in which students can post their grievances, incognito if they so wish. The feedback process has opened and strengthened a transparent communication channel between students and teachers.