



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	VIDYASAGAR COLLEGE FOR WOMEN
Name of the head of the Institution	Dr. RUPALI CHAUDHURI
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03322410345
Mobile no.	9433177591
Registered Email	office@vcfw.org
Alternate Email	iqac@vcfw.org
Address	39, SANKAR GHOSH LANE & 8A, SHIBNARAYAN DAS LANE, KOLKATA - 700006 & 36/1 VIDYASAGAR STREET, KOLKATA -700009
City/Town	KOLKATA
State/UT	West Bengal
Pincode	700006

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	DR. TAPAN ROY
Phone no/Alternate Phone no.	03322410345
Mobile no.	9051065966
Registered Email	iqac@vcfw.org
Alternate Email	office@vcfw.org

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://vcfw.org/pdf/yearly-aqars/AQAR_2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://vcfw.org/academic-calendar.php

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.22	2012	10-Mar-2012	09-Mar-2017
2	B++	2.79	2017	30-Oct-2017	29-Oct-2022

6. Date of Establishment of IQAC	23-Dec-2017
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Regular Meeting of IQAC is arranged	09-Mar-2019 1	8
Regular Meeting of IQAC is arranged	26-Feb-2019 1	14
Regular Meeting of IQAC is arranged	11-Dec-2018 1	13
Regular Meeting of IQAC is arranged	22-Sep-2018 1	8
Online feedback from Alumni	28-Aug-2018 30	22
Online feedback from Teachers	27-Aug-2018 15	54
Online feedback from parents	11-Jan-2019 30	349
Online feedback from students	17-Dec-2018 3	356
Showing a film by Dugdhanakhar along with a workshop	22-Sep-2018 1	70
IQAC sponsored seminar on commemorating one hundred twenty five years of Chicago address by Swami Vivekananda	12-Mar-2019 1	107

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Sudakshina Ghosh	Major Research Project	WBDST	2018 1095	1193000
Dr. Anasuya Majumdar	Major Research Project	WBDST	2018 1095	1500000
Amit Mahata	Minor Research Project	WBDST	2018 1095	500000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Academic and administrative Audit have been conducted by the team of external and internal experts.

Implementation of automation process of library and office has been enhanced to a great extent.

Required format duly filled for creation of new teaching post is submitted in the higher education department. New faculties have joined in different departments. Process of non teaching staff appointment is under process.

Well equipped Conference room and adjacent computer centre is established at Vidyasagar Research Centre, Vidyasagar Smriti Mandir.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Organize seminar for better learning experience of students.	Seminars have been regularly held for students for better learning experience in the college
Establishment of KIOSK office of Punjab National Bank (PNB) for all stakeholders.	Infrastructure of KIOSK office of Punjab National Bank (PNB) for all stakeholders has been set up. Banking facility is scheduled to start from July 2019.
Application to be sent to Govt. of West Bengal for creation of new teaching posts in 17 different subjects.	Application has been sent.
To extend 3rd Floor of Girls' Hostel and make provision for further boarding.	3rd Floor of Girls' Hostel has been extended for for further boarding.
Two classrooms and one Laboratory to be allotted for PG (Physics) classes.	Two classrooms and one Laboratory has been allotted for PG (Physics) classes.
Annual Administrative audit to be completed for academic year 2018-19	Administrative Audit has been completed by Internal and External members of

	IQAC and GB, weblink: http://vcfw.org/pdf/Administrative-Audit-2018-19.pdf
Annual academic audit to be completed for the academic year 2018-19	Academic Audit has been completed by Internal and External members of IQAC and GB, weblink: http://vcfw.org/pdf/academic-audit-2018-19.pdf
Celebration of Bi-centenary year of Pt. Iswar Chandra Vidyasagar	Celebration of Bi-centenary year of Pt. Iswar Chandra Vidyasagar is in progress.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Governing Body	27-Sep-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	01-Mar-2019
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	1. SMS gateway to send important notifications to different stakeholders of the college. 2. Upgradation of the college website with special importance to online Admission. 3. Communication of important information to general public through website and conventional notices. 4. Regular exercise of tendering through College website. 5. Sending pay slip through online portal.
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Vidyasagar College For Women is currently having the following mechanisms for effective delivery of curriculum :- 1) A prospectus with all information about

faculties and curriculum is distributed to each and every student. 2) Academic calendar is prepared for all departments in accordance with university calendar at the beginning of the session and the same is uploaded in the college website. Faculties from the respective departments have attended Workshops organized by the University for the implementation of the CBCS from the present academic year. 3) Departmental meetings are held in every department in which the topics in the syllabus are assigned to the teachers after discussion with them. Number of classes for each topic is decided according to the syllabus. Every department maintains a note book to preserve all information about all students' examination and results. Each faculty maintains an academic diary which is duly signed by the concerned HOD and the principal. 4) Routine committee of the College provides a class-schedule for all departments; due attention is paid to the fact that honours, general, compulsory and practical classes in the previous system and Core Courses, Generic Elective, Skill Enhancement Course and others as per the CBCS are allotted according to the requirement of the syllabi prescribed by the University of Calcutta for the concerned subject for each year /semester. Departmental Heads allocate classes to departmental faculties and a copy of the final routine is handed over to the Principal for ready reference. Class hours are extended from 45 minutes to 60 minutes and consequently the total working hour of the college is enhanced. 5) Teachers prepare their lectures according to the syllabus allotted and classes in the routine. 6) College has a very rich central library with open access system with reading facilities for both students and teachers and many departments have their rich Departmental libraries too for the benefit of the students. A good number of Journals (Science and arts) are subscribed by our college. 7) Different classroom teaching methods based on the needs of different subjects are regularly used for the delivery of the curriculum :- a) Chalk and Blackboard method. b) ICT-enabled teaching-learning method and virtual class for visual learning. c) Use of Scientific models and charts for effective delivery of lecture. d) Distribution of class notes by teachers. e) Students Seminar conducted by all Departments. f) Proper and adequate instrumentation facility is given to the students for their practical classes. g) Need based survey programmes, field works and educational excursions are carried by some of the departments. h) Each department regularly organizes Seminars and special talks by resource persons for advanced learning. Regular class tests, Mid-term examinations, assessment in practical classes, viva-voce, are done to keep track of the academic improvement of the students. Departments maintain the detailed record of the classes, assessments, project reports etc. Administration also keeps a vigilant eye on the results, departmental proceedings and student needs and also keeps record of the different activities of the college regarding teaching-learning, development and improvements.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Beautician Courses	NA	07/09/2018	60	Handson training is provided to capable	NA
Certificate in French Language	NA	06/09/2018	60	Work option as translator	Reading and writing in French
NA	Diploma in Computer Application	03/08/2018	210	work option as computer	skills in computer software

operator and
graphics
designer

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Honours and General	02/07/2018
BA	Honours and General	02/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	21	125

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Geography Honours	93
BSc	Botany Honours	270
BSc	Physiology Honours	13
BSc	Zoology Honours	188
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
Since feedback plays an important role in the Teaching Learning process,

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 online 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 about the purpose of the feedback and the teacher's desire to benefit from their true opinions. Students are given instruction not to write their names 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, and Accessibility etc. of the teacher. The college authority uses the data and information obtained from the feedback to reevaluate teaching methods of Faculty members. Teachers are informed by the principal about the result of feedback in one to one correspondence so that they can improve their teaching learning process. The feedback obtained helps in effecting improvements in the teaching learning process and classroom management as well. Other means of obtaining 360 degree feedback are as follows: 1. Management Feedback, 2. Alumni Feedback, 3. Students' feedback 4. Parental Feedback, 5. Faculty feedback, 6. Supporting Staff feedback, 7. Course Feedback 8. Feedback on Library Services, 9. Excursion feedback, 10. Assignment Feedback, 11. Project Feedback 12. Institutional Feedback In addition to these, following measures are taken : 1. Most Departments hold interactive parentteacher meetings after the midterm examinations of first year 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. All the feedbacks mentioned above are taken through Online Feedback forms which can be obtained from our college website (<http://vcfw.org/pdf/feedback201819.pdf>).

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BENGALI HONOURS	81	243	51
BA	ENGLISH HONOURS	81	356	62
BA	HINDI HONOURS	61	169	43
BA	POLITICAL SCIENCE HONOURS	61	117	39
BA	PHILOSOPHY	61	56	21
BA	HISTORY HONOURS	61	102	36
BSc	GEOGRAPHY HONOURS	37	261	32
BSc	ECONOMICS HONOURS	61	42	10
BSc	BOTANY HONOURS	61	95	41
BSc	ZOOLOGY HONOURS	47	446	43

BSc	PHYSIOLOGY	32	152	28
BSc	PHYSICS HONOURS	47	61	21
BSc	CHEMISTRY	32	89	20
BSc	MATHEMATICS HONOURS	61	104	35
BSc	BIO GENERAL WITH CHEMISTRY	25	36	16
BSc	BIO GENERAL WITHOUT CHEMISTRY	188	73	32
BSc	PURE SCIENCE GENERAL	128	29	7
BA	BA GENERAL WITH GEOGRAPHY	61	50	18
BA	BA GENERAL WITHOUT GEOGRAPHY	238	556	147

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1969	Nil	61	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
61	57	4	1	1	7

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Formal mentoring has been introduced in the college from the last session. The allotted teachermentee monitor students' attendance, class performance and progress on regular basis discuss the same with other faculties of the department. Students are sent to personal councillor for their mental well being. Parentteacher meeting is done yearly to intimate the weakness of the ward to the respective guardian. Records to this effect are maintained by the respective departments. The respective mentor encourages the students in the academic field and guide her to get better score in the examination.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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1969

61

1:32

2.4 – Teacher Profile and Quality**2.4.1 – Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
78	61	17	1	40

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Somsankar Ray	Assistant Professor	Sahitya Atithi Samman

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2.5 – Evaluation Process and Reforms**2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year**

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	SEM I	03/01/2019	06/03/2019
BSc	UG	SEM I	03/01/2019	06/03/2019
BA	UG	Part III Gen	26/04/2019	19/08/2019
BSc	UG	Part III Gen	26/04/2019	19/08/2019
BA	UG	Part III Hons	17/04/2019	24/06/2019
BSc	UG	Part III Hons	17/04/2019	24/06/2019
BA	UG	Part II Gen	26/06/2019	28/11/2019
BSc	UG	Part II Gen	26/06/2019	28/11/2019
BA	UG	Part II Hons	11/06/2019	28/11/2019
BSc	UG	Part II Hon	11/06/2019	28/11/2019
BA	UG	SEM II	12/07/2019	04/09/2019
BSc	UG	SEM II	12/07/2019	04/09/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The students are consistently evaluated through midterm examinations, surprise classtests, debates, extempore, group discussions, seminar presentations, art exhibitions, termpapers, projects based on study tours/excursions etc. Creative flairs of students are tested through wall magazines prepared by students of almost all departments under the tutelage of departmental faculties. The college had organized an intercollege exhibition titled 'Innovision' where twelve colleges participated. To motivate the participants, prizes were given to the award winners judged by an esteemed panel of teacherjudges. A poetry workshop was conducted by the college library in collaboration with the

Department of English in which two eminent poets were invited to deliver a short speech on the trends of modern poetry. Furthermore, in the concerned academic year, the college had conducted MCQ tests in keeping with the newly introduced CBCS course by the University of Calcutta. Some of the Humanities' departments organize sessions for watching movies which are adaptations/appropriations of literary texts prescribed in University syllabi. Such viewings are often followed by short interactive sessions which usually focus on the given text/movie and various aspects of filmmaking as they learn to appreciate movies and the novelty of filmmaking. The esteemed Institution strives to adhere to its motto 'Gyan, Tyag, Seva' and makes every consistent effort to inculcate the same to its students by encouraging them to participate in N.S.S., N.C.C. activities conducted by College N.S.S./N.C.C. wings. Therefore, it can be conclusively stated that the college tries to ensure overall holistic growth and development of its students through aforesaid both innovative and conventional means.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The College had drawn up its academic calendar strictly in accordance with the circular published by the University of Calcutta and uploaded the same onto the college website (Web link: <http://vcfw.org/academiccalendar.php>). The academic calendar contains a record of tentative dates of all curricular, cocurricular and extracurricular activities to be conducted by the college in the ensuing academic year. List of all probable holidays, is also included in the academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://vcfw.org/results.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BNGA	BA	HONOURS	54	42	77.78
ENGA	BA	HONOURS	46	44	95.65
HINA	BA	HONOURS	27	8	29.63
PLSA	BA	HONOURS	11	10	90.91
PHIA	BA	HONOURS	10	10	100
HISA	BA	HONOURS	25	23	92
GEOA	BSc	HONOURS	38	37	97.37
ECOA	BSc	HONOURS	17	14	82.35
BOTA	BSc	HONOURS	35	35	100
ZOOA	BSc	HONOURS	20	19	95.00
PHYA	BSc	HONOURS	12	12	100.00
PHSA	BSc	HONOURS	11	10	90.91
CEMA	BSc	HONOURS	11	10	90.91
MTMA	BSc	HONOURS	25	20	80.00

BA	BA	GENERAL	205	70	34.15
B.Sc	BSc	GENERAL	119	67	56.30
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://vcfw.org/pdf/feedback-2018-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	1095	WBDST	520000	296000
Major Projects	1095	WBDST	1500000	570400
Major Projects	1095	WBDST	1193000	441900
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Women trafficking	Nari Samsad	08/03/2019
Seminar on 125 years of Chicago Address by Vivekananda	IQAC	12/03/2019
Workshop on Womanhood and Motherhood	IQAC	22/09/2018
Contemporary Indian Cinema	IQAC and Film Studies	26/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Sahitya Atithi Samman	Dr. Somsankar Ray	Nandini Production House	15/04/2019	State Level
Bharat Natyam	Krittika Sen	Calcutta University Institute	17/12/2018	Inter College and University
Dance Competition	Sramana Chattapadhyay	University of Calocutta	17/12/2018	Inter College and University
Overall Performance	Sramana Chattapadhyay	Rotary Club	22/05/2019	State Level

Science Model Exhibition	Department of Mathematics, VCFW	Paschim Banga Bigyan Mancha	18/02/2019	Inter College
Drama Competition	Sramana Chattapadhyay and Group	Govt. of West Bengal	26/02/2019	District Level
World News Reading	Ena Chowdhury	Govt. of West Bengal	26/02/2019	District Level
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self	Institutional affiliation as mentioned in
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No Data Entered/Not Applicable !!!

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	12	47	4
Presented papers	1	11	14	Nill
Resource persons	1	1	1	Nill

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Distribution of blankets to nearby poor people	NSS	4	70
Distribution of garments to the rural and under privileged children (Bankura)	NSS	6	30

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NCC	Safai Avijan in local parks and adjacent road	2	20

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
69.04	71.4

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS	Nature of automation (fully	Version	Year of automation
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software	or partially)		
KOHA	Partially	18.05.10	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	6122	800678	290	122610	6412
Reference Books	20629	2988122	Nill	Nill	20629	2988122
e-Books	93861	Nill	Nill	Nill	93861	Nill
Journals	15	15000	Nill	Nill	15	15000
e-Journals	6247	Nill	Nill	Nill	6247	Nill
CD & Video	39	1700	10	2000	49	3700
Library Automation	1	40000	Nill	Nill	1	40000

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	85	4	2	2	2	2	19	50	0
Added	0	0	0	0	0	0	0	0	0
Total	85	4	2	2	2	2	19	50	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary

component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
9.35	13.41	69.04	71.4

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There are well equipped and Air conditioned Laboratories in the new building of the College. Departmental Laboratories are maintained from academic budget and four Laboratories (Physics, Chemistry, Zoology and Physiology department) have been reorganized at New Building (3rd Campus) by utilizing RUSA (Rashtriya Uchchar Shiksha Abhiyan) fund. Laboratory equipments are purchased as required by the respective departments from College budgetary allocation. College Library is committed to providing quality collections, outstanding services and excellent user education to students, faculty and staff to support the college's mission. The library manages and provides seamless access to both print and online scholarly information, offers reference services, research consultations and information literacy consultations. To meet the mission and vision of the institution, the library utilizes different software and newer technological tools and techniques, uses cloud services like KOHA WebOPAC platform (<https://vcfwopac.l2c2.co.in/>), library blogs (<http://libraryvcfw.blogspot.com/>), Library and Information Services window at Institutional website (<http://vcfw.org.html>) ICT enabled, SMART and Virtual classrooms facilities have been developed to support modern teaching learning process. 3rd floor is being constructed at 3rd campus for more class room facilities. Computer Centres, WiFi enabled campus and digital library facility with reprographic and printing, scanning services help students, faculty members to maintain uninterrupted connection with digital world. Annual maintenance by the external agencies, In house staff support help to maintain the facilities. We use Hrishikesh Park with permission from appropriate authority to conduct college annual sports every year. Different Sports equipment such as Short Put Ball, Javelin Throw items, Carom Board, Rackets and feathers cork for Badminton are provided by the College authority.

<https://vcfw.org/physical-academic-support-facilities.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Financial support from institution 1) Students Aid Fund 2) College Fund (for canteen) 3) College Fund (Students Health Home Scheme) 4) College Fund (Medical Aid)	1003	13900
Financial Support from Other Sources			
a) National	a) National b) SR	378	4092000

	Jindal c) RKM d) Kanyashree		
b) International	NA	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga	10/08/2018	50	Workshop conducted by Rashmi Pal
Personal Counselling	07/11/2018	380	Psychologist and Behavioral Modifier Chaitaly Majumdar
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Career Counselling	Nil	100	Nil	10
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
TCS	100	10	NA	Nil	Nil
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	6	BA Honours	Bengali	University of Calcutta	MA

2019	6	BA Honours	Bengali	Rabindra Bharati University	MA
2019	4	BA Honours	Hindi	University of Calcutta	MA
2019	2	BSc Honours	Geography	Puna University	MSc
2019	1	BSc Honours	Geography	Jharkhand Central University	MSc
2019	7	BSc Honours	Geography	University of Calcutta	MSc
2019	6	BSc Honours	Geography	Rabindra Bharati University	MA
2019	7	BA Honours	History	University of Calcutta	MA
2019	4	BA Honours	Political Science	University of Calcutta	MA
2019	1	BA Honours	Political Science	I.T.S College Ghaziabad	MBA
2019	6	BSc Honours	Economics	University of Calcutta	MSc
2019	1	BSc Honours	Economics	Rabindra Bharati University	MA
2019	1	BA Honours	Philosophy	University of Calcutta	MA
2019	2	BA Honours	Philosophy	Rabindra Bharati University	MA
2019	1	BSc Honours	Mathematics	West Bengal State University	MSc
2019	3	BSc Honours	Mathematics	University of Calcutta	MSc
2019	1	BSc Honours	Mathematics	Heritage Institute of Technology	MCA
2019	3	BSc Honours	Physics	JIS University	MSc
2019	3	BSc Honours	Physics	University of Calcutta	MSc
2019	8	BSc Honours	Physiology	University of Calcutta	MSc
2019	1	BSc Honours	Physiology	Banaras Hindu University	MSc

2019	6	BSc Honours	Botany	University of Calcutta	MSc
2019	5	BSc Honours	Botany	Vidyasagar University	MSc
2019	2	BSc Honours	Chemistry	West Bengal State University	MSc
2019	1	BSc Honours	Chemistry	Kalyani University	MSc
2019	1	BSc Honours	Chemistry	University of Calcutta	MSc
2019	8	BSc Honours	Zoology	University of Calcutta	MSc
2019	1	BSc Honours	Zoology	Presidency University	MSc
2019	1	BSc Honours	Zoology	Visva Bharati University	MSc
2019	1	BSc Honours	Zoology	North Bengal University	MSc
2019	1	BSc Honours	Zoology	Maulana Abul Kalam Azad University of Technology	MSc
2019	3	BA Honours	English	University of Calcutta	MA
2019	2	BA Honours	English	Rabindra Bharati University	MA
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	Institutional	260
Cultural	Institutional	5
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students union of the college is involved in multiple committees of the college. There are members of the committees as follows: 1. Student representative in Governing Body of the college 2. Member of IQAC 3. Member of Scholarship Kanyashree Committee 4. Member of Sports committee 5. Member of student activity committee 6. Member of students' concession committee 7. Member of students' magazine committee 8. Member of Internal Complaint Cell 9. Member of canteen committee Activities of Students Council : Students' council of the college pursued numerous activities. i) Saraswati puja was organized where 250 students participated. ii) Lunch organised where 790 students were invoved. iii) Annual social with the participation of 700 students. iv) Fresher's Welcome for the newly admitted students of the college. v) Teachers Day celebrated with 220 students ,all faculty members and nonteaching staff . vi) Annual picnic with around 300 students

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association is a registered body. Registration No. S / IL/ 14617 of 20022003. The Association has a close connection with the Institution, Principal, VCFW is the President of the Association, Alumni Association and College jointly organize various cultural programmes such as Fete, Inter College Competition and Welfare Programmes. The Association is involved in Various philanthropic activities. They are associated with member of NGOs in Kolkata like "S. B. Devi Charity Home", "Konica Ausroy Kendra", All Bengal Women's Union", and Refugee". They celebrate 'Independence Day' with grandeur where members participate in different cultural activities. Alumni Association organised a debate competition along with the College . Alumni Association organised 'International Mother Language day', International Women's Day, Children's Day, Sister Nivedita's Birth Anniversary. Alumni Association gives full encouragement to the meritorious students of the college by providing prize money to the top scorer in both humanities and Science stream.

5.4.2 – No. of enrolled Alumni:

260

5.4.3 – Alumni contribution during the year (in Rupees) :

5700

5.4.4 – Meetings/activities organized by Alumni Association :

6

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Two significant practices of decentralization and participative management during the last year, are stated hereunder: • Formation of different statutory sub committees comprising representatives from all stakeholders of the college for coordinating important administrative activities of the college. Purchase Sub Committee, Finance Sub Committee, Academic Sub Committee are the important committees formed by the Governing Body of the college. • Formation of different sub committees under the supervision of IQAC comprising representative of all stakeholders of the college for coordinating important academic activities of the college and for enhancing student welfare and also to spread awareness of universal values. Nari sansad, RTI Committee, Grievance Redressal Cell, Placement Cell, N.S.S. Committee, N.C.C. Committee, Career Counselling Cell are the important committees formed by IQAC. • Formation of BiCentenary Committee to celebrate Pandit Ishwar Chandra Vidyasagar's 200th Birth anniversary. • Transfer of headship among department faculties every two years to ensure inclusivity and accountability.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Industry Interaction / Collaboration	The college has collaborated with WEBEL for providing computer literacy to students at subsidised rates, particularly to those belonging to reserved categories. Although there is no formal collaboration between the college and Tata Consultancy Services (TCS), they have delivered a talk and organized campus interview for 3rd year students of the college at the behest of College Placement Cell. The Career Counseling Cell has organized a Seminar for the outgoing students of the 3rd year, in the month of February the topic of the said seminar was "Career Opportunity after Graduation", conducted by the Triumphant Institute of Management Education. The Seminar had benefitted almost 67 students.
Human Resource Management	• The college duly motivates all faculties to participate in Faculty Development Programmes like Orientation Programmes, Refresher Courses, Workshops, Seminars and others to facilitate advancement in their careers through CAS. • Teachers are persistently motivated to keep record of all their daytoday academic and administrative activities in Academic diaries provided by the college at the beginning of academic sessions. • The college lays stress on inculcation of values by motivating her students to participate in N.S.S. and N.C.C.

activities. • The College also motivates her students to participate in several intercollege and statelevel competitions to enable them to overcome their stagefright and initial inhibitions and, instil confidence in their precocious hearts.

Library, ICT and Physical Infrastructure / Instrumentation

? Girls Hostel has been constructed at the plot adjacent to the 2nd Campus (VSM) of the College to cater to the needs of the students and the society at large. ? WIFI facility is available in both the campuses for use of the elearning resources for all stakeholders. ? Increase of the internet bandwidth from 8 mbps to 50 mbps through broadband and lease line to facilitate the research laboratories and centers along with all departments and offices. ? Provision for access of ebook facility through NLIST online resource. Digital Library facilities are provided to the students. ? Virtual Classroom facility has been introduced for the betterment of the TeachingLearning process under State Govt. Fund. ? Procurement of more laptops, Printers, Scanner, IDcard Printer under UGC and College Fund. ? The newlyconstructed 3rd floor (top floor) of our College has an M.R.P. room, Laboratories for the Dept. of Electronics, Dept. of Film Studies, Dept. of Journalism and Mass Communication and the Dept. of Geography and, two class rooms and a laboratory for the PostGraduate Course of the Dept. of Physics (to be introduced shortly). ? The top floor also has a small kiosk of Punjab National Bank to bring banking closer to the students and, also to ensure minimum wastage of time in conducting financial transactions.

Research and Development

Research Assessment Committee, represented both by faculty members of the Science and Humanities Departments, has been formed by the Governing Body of the College. The Research Assessment Committee motivates the teachers to apply for different research projects funded by the UGC and other funding agencies. The Committee also motivates faculty members for research publications in peer reviewed journals with high impact factor, encourages them to present papers in

International/National/State Level Seminars, workshops and to act as resource persons. The Committee exhibits the publication of research work of the faculty members in the college library to inspire further research. College explores various funding agencies for sponsoring major / minor projects. (DBT, DST, ICSSR, UGC etc.). Motivates the faculty members and the students to organize various seminars workshops at Institutional / State / National / International levels. The Research Committee also encourages faculties to act as M.Phil/ Ph.D supervisors.

Examination and Evaluation

The College follows the CBCS System formulated by the University of Calcutta. Hence, the College conducts Internal assessments, tutorial Examinations or collects Projects from students and organises group discussions and Viva examinations as per the dates prescribed by the affiliating University. Assignments, debates, power point presentations and, seminar lectures are also organised. Unlike 2009 regulations, University examinations are held twice a year as laid down by the CBCS. 111 Examination system is continued for the 2nd and the 3rd year students. The newly introduced system entails complete overhaul of the entire procedure of correction of scripts and eventual submission of marks to the University. Marks of all internal examinations and tutorials have to be uploaded through an online portal of the affiliating University by the due date stipulated by the same University. One of the innovative aspects introduced by the CBCS is awarding of marks for the attendance of students. This has been a welcome initiative by the University to improve the rate of attendance of students in colleges.

Teaching and Learning

Wide access to internet facility through WIFI is made available to all staff and students by the college to facilitate online learning management resources. Ebook, ejournal facilities in the elibrary section adjacent to the Central Library, are available as a supplement to classroom learning. Learning through Field Work, Study Tour, tutorials are consistently

encouraged and duly practiced. Faculty members of all Departments make use of the ICT enabled and Virtual classroom to deliver power point lectures to the students. Exhibitions on selected topics are often held by all the Science and Humanities Departments to hone the creative and innovative acumen of students who participate with immense aplomb and enthusiasm. Field Trips and educational excursions are organised by some Departments. Some Departments organise invited lectures by distinguished academicians for an enriched learning experience for the students. Enhancement of learning skills of the Students through participation in different seminars, competitions is thoroughly encouraged.

Curriculum Development

The college, being affiliated to the university of Calcutta, strictly follows the curriculum laid down by the Board of Studies of concerned subjects. Any changes to the existing curriculum can only be done by the concerned Board of Studies. Hence, the college exercises no authority in this regard. However, it may be noted that Dr. A.P. Singh, Associate Professor, Department of Hindi, is a member of Calcutta University Board of Studies for Hindi. He plays an important role in changing / Introducing/ formulating the curriculum to be followed by all colleges affiliated to the Calcutta University.

Admission of Students

In consonance with the instruction of the Govt. Of West Bengal and the University of Calcutta, the college had opened a userfriendly portal for conducting the admission process online. Only online facilities are available for payment of prices for forms and admission fees. Merit list is prepared by the online portal strictly on the basis of merit merit lists are posted on college website to ensure transparency in the admission procedure. Govt. Rules for admission of students belonging to reserved categories, are immaculately adhered to

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	1) Attendance records are taken through hitech biometric machine through finger print and face detector.

	2) 3600 online feedback is taken from all stake holders for planning and implementation of plans for the development of the college.
Administration	1) SMS are sent to relevant stake holder through software. 2) all notices including tender notices are published on website. 3) Important notifications are sent through email.
Finance and Accounts	1) Salaries are paid through HRMS under egovernance of West Bengal Govt. 2) Payments of RUSA fund (Govt. Of India) are done through PFMS. 3) Scholarship of Kanyashree (Govt. Of WB), Vivekananda (Govt. Of WB) and others are given to students under e governance. 4) Tally is used for accounts
Student Admission and Support	1) Admission process is completely online and accessible on website in a particular portal. 2) Epayments are done by students through Gateway. 3) WebOPack is used for online access of catalogue.
Examination	The College follows the CBCS System formulated by the University of Calcutta. Hence, the College conducts Internal assessments, tutorial Examinations or collects Projects from students and organises group discussions and Viva examinations as per the dates prescribed by the affiliating University. Assignments, debates, power point presentations and, seminar lectures are also organised. Unlike 2009 regulations, University examinations are held twice a year as laid down by the CBCS. 111 Examination system is continued for the 2nd and the 3rd year students.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Madhumita Dutta	9th International Conference on religion and Spirituality in Society	University of Granada, Spain	2000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short Term Course	1	18/03/2019	22/03/2019	5
Short Term Course	1	29/01/2019	04/02/2019	7
Work Shop	1	12/03/2019	18/03/2019	7
Orientation Programme	4	09/07/2018	16/07/2019	120
Refresher Course	2	06/09/2018	04/12/2018	42
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Cooperative Society 2. Health Scheme	1. Cooperative Society 2. Swastha Sathi	Student Aid Fund, Kanyashree, Railway Concession and other state aided Scholarships

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Financial audits for the Financial year 2016 2017 was conducted by the auditor S. Chowdhury Co. from 01/09/2018 to 31/05/2019 Financial audits for the Financial year 2017 2018 was conducted by the auditor Prasant N Associates from 01.04.2021 to 05.04.2021 from 23.11.2021 to 30.11.2021.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government	Funds/ Grnats received in Rs.	Purpose
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funding agencies /individuals		
Alumni Association	5700	Student Welfare
View File		

6.4.3 – Total corpus fund generated

47000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Members of Management and Coordinator, IQAC
Administrative	No	Nil	Yes	Members of Management cum external member of IQAC and IQAC Coordinator

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

NA

6.5.3 – Development programmes for support staff (at least three)

<p>1. Support staff of Accounts department was trained by the college to be proficient with ePradan and HRMS systems of West Bengal and PFMS of the Government of India. 2. Computer training are provided to the support staff to handle the different Webportal like Kanyashree Prakalpo, Different Scholarship etc .</p>

6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>1. Initiative has been taken to start Post Graduation Programme in Physics. 2. Collaboration with Webel for ensuring Computer literacy for students. 3. Complete Automation of Office and Library has been achieved.</p>

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Seminar on 125 years of Chicago Address by Swami Vivekananda	12/03/2019	12/03/2019	12/03/2019	107

2019	Seminar on contemporary Indian Cinema	26/03/2019	26/03/2019	26/03/2019	50
2019	Poetry Workshop	12/04/2019	12/04/2019	12/04/2019	100
2019	Seminar on tribute to Tagore	10/05/2019	10/05/2019	10/05/2019	150
2019	Observation of International Yoga Day	24/06/2019	24/06/2019	24/06/2019	50

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Womanhood: A Debate on Identity	08/03/2019	08/03/2019	95	Nil
Women and Motherhood: Screening of Documentary Dugdhanakhar	22/09/2018	22/09/2018	102	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Installation of ample number of power saving LED lights in all three campuses.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	Yes	3
Ramp/Rails	Yes	3
Any other similar facility	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva	Number of initiatives taken to engage with and contribute to	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	ntages	local community					
2018	2	2	25/09/2018	6	Cleanliness Drive.	Ensuring cleanliness of lanes and bylanes and maintenance of hygiene.	30
2019	1	1	19/01/2019	4	Blanket Donation for the poor and needy.	Providing means of sustenance and protection against cold to the under privileged	35
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Academic Diary(20182019) for all Teachers with a section on Code of Conduct	01/07/2018	A Code of Conduct is illustrated in the Academic Diary

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Independence Day	15/08/2018	15/08/2018	50
Celebration of Mother Language Day	21/02/2019	21/02/2019	90
IQAC Seminar on "125 Years of Chicago Address by Swami Vivekananda"	12/03/2019	12/03/2019	120
Celebration of Rabindra Jayanti Dance Drama–Tasher Desh And Drama by Teaching and NonTeaching Staff	10/05/2019	10/05/2019	115
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Activity I: The Green Club successfully arranged screening of a documentary on nature Extreme Ice by Director Noel Dogkstader on December 12, 2018 at 10 a.m. Around 50 students with teaching members watched the documentary film. Activity

II: The Green Club arranged Poster competition on environmental issues for students of the College on 30.01.19 and 31.01.19, and awarded medals to best three posters, and issued certificates to all the contestants. Activity III: Green Club Committee in alliance with National Service Scheme conducted a rally on May 2nd, 2019 to generate environmental awareness. The rally started around 8.30 am from the college premises. 42 students participated and marched through Bidhan Sarani. The students showcased posters highlighting different environmental concerns, methods of reducing waste, minimizing pollution, and initiatives to protect and preserve nature and natural resources. Posters suggested hazards of plastic and several alternatives to replace plastic. The rally was conducted under the supervision of teachers, and and nonteaching staff. The initiative was aimed to create a greener approach towards environment. Activity IV: On the 5th of June, World Environment Day, selected posters from the Poster competition held on January 30 and 31, 2019, were affixed at the College Hostel building to spread awareness for environment. Activity V: Green club and NSS unit of the college organized a cleanliness drive on September 25, 2018. Students actively cleaned lanes and bylanes of neighbouring areas.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I Title of the Practice Installation of Advanced Rainwater Harvesting Mechanism The Objective: Climate Change and decreasing water levels are posing a daily threat to environment. The college has devised a viable alternative to the main water supply, especially during summer months. Storing, saving and consciously using water in the college premises is the primary objective of this best practice. The Context: In a country that is frequently encountering the threat of an upcoming water crisis in the next few years, our college has taken the initiative to save and store water. The mechanism will reduce demand on surrounding surface and groundwater resources. The Practice: This innovative, water saving technology will help in raising groundwater levels and shall help to revitalize the natural properties of our land. Available roof space will store and accumulate rain water and redirect it through pipes for sanitary use in the new building. Evidence of Success: Efficient deployment of rainwater harvesting is limiting surface run off of water. It will reduce water scarcity during summer months and reduce groundwater consumption. Problems encountered and resources required: Due to unpredictable rainfall the system of recycling water may not be entirely dependable. There are chances of stored and stagnant water getting contaminated. We have to ensure that harvested water does not become the breeding ground for mosquitos and algal growth. Proper infrastructure is therefore mandatory for regular monitoring. **Best Practice II** Title of the Practice– A wellstructured 360 degree online feedback from all Stakeholders and its analysis. The Objective– Feedback is collected from students, teachers, management, supporting staff, parents and alumni. Online performance appraisal or a multi assessment approach, report of which are analysed annually, will give staff members a more objective view of their performance. The Context– In recognition of the fact that feedback is an important part of the learning cycle, stakeholder’s feedback is taken annually and the data received is meticulously analysed. The Practice–Students’ feedback on teaching is taken annually from the outgoing final year students. Teachers’ feedback on the institution and resources available in the library is collected annually. Similarly, supporting staff, alumni, management register their feedback. A questionnaire for obtaining feedback covering different aspects is made available online. Students and staff are briefed ahead of time about the purpose of the feedback and the institution’s desire to benefit from their true and honest opinion. IQAC, in consultation with the Principal, uses the data and

information obtained from the feedback to reevaluate the performance of the institution. Evidence of Success– The institution received constructive suggestions from faculties regarding governance of the college and matters related to management. Huge student response has been generated and students have participated enthusiastically. The feedback obtained has helped in effecting improvements in the teachinglearning process and classroom management. Comprehensive performance feedback measures – from all sectors like institutional performance, staff performance, alumni’s response have qualitatively improved overall development. It has helped in building staff engagement and interpersonal relationships – the key pillars to a successful institution. The feedback process has opened and strengthened a transparent communication channel between the institution and its stakeholders. Problems Encountered and Resources Required–It is important to collect feedback without revealing the identity of the stakeholders so that they may come up with an unbiased opinion. Right now online feedback is acquired after logging in through an email id. College needs to use an improved software to generate One Time Password while the feedback is being collected. Due to lack of portals, it was difficult to collect feedback from all students.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://vcfw.org/pdf/best-practice.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Housed at the pristine location of Vidyasagar Smriti Mandir (VSM), 36, Vidyasagar Street, Kolkata 700009, Vidyasagar Research Centre is an emerging space for advanced research on Pandit Iswar Chandra Vidyasagar. The centre aims to provide facility through which teachers and students of our college may strengthen their scholarly output on this luminary of Renaissance Bengal. Although the centre harbours a special obligation to support Vidyasagar Research in 21st century India, it will also encourage the participation of scholars from all over India to contribute to the cause. As a consequence, an open door policy to all researchers with academic interests in 19th century Renaissance Bengal is to be maintained. Due to VSM’s advantageous position as a heritage building of great historical significance, research interests of the Centre shall be directed towards Vidyasagar research with an emphasis on promoting a global perspective with an aim to excel in innovative research that shall celebrate the value of Pandit Iswar Chandra Vidyasagar. Covering a rich range of themes, the Centre shall investigate the formation and dissemination of beliefs and ideologies, the lived experience of individuals, cultural discourses, texts and their meanings, and the significance of 19th century Bengal in shaping the present. It should also provide a strong platform for collaborative and interdisciplinary research. At the Centre, research shall be historically wideranging and thematically diverse, we share a commitment to keep alive the importance of humanitarian values propagated by our founder. To disseminate our research widely through scholarly and popular channels we are on the verge of creating a research body to be supervised by a research committee formed by the governing body of the college. The research body we strongly believe will strive to achieve diversity and inclusivity through collaborative research. Research at the Centre is to be conducted by individuals and groups within departments and also more widely in collaboration with colleagues and colleges across India. The objective is to enable researchers to conduct small scale research activities of the highest quality, that enable them to bid successfully for large scale funding, and/or to generate publications, and/or to contribute substantially in other ways towards

the research objectives of the Centre.

Provide the weblink of the institution

<https://vcfw.org/>

8.Future Plans of Actions for Next Academic Year

1.To further enhance and strengthen infrastructure of Post Graduate course in the third floor of the New Building. 2. Creation of new teaching and nonteaching posts is on its way. Nonteaching posts have already been created. Recruitment process is being taken into consideration for filling in vacant teaching and nonteaching posts. Proposal has been submitted to DPI for creation of 40 new teaching posts. 3. The college is gearing up for library and office automation. 4. While enhancement of research facilities at Vidyasagar Research Centre is a priority, the college is also preparing to officially register the centre. 5. College has future plans to install Solar Panels. 6. The college library is making provision for Research and Reading Room for teachers. 7. Development of a Film Library for regular film screening is in the offing. 8. Kiosk branch of a nationalised bank to be established in the third floor of the new building. Full banking facilities to be extended to teachers, nonteaching staff and students of the college.