



Yearly Status Report - 2019-2020

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, SHANKAR GHOSH LANE
City/Town	KOLKATA
State/UT	West Bengal
Pincode	700006
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed and grant-in-aid
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)	https://vcfw.org/pdf/yearly-aqars/AQAR_2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://vcfw.org/pdf/ACADEMIC-CALENDAR-2019-20-(JULY-DEC).pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	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
Online Feedback from Alumni	01-Jan-2020 30	30

Regular Meeting of IQAC was arranged	27-Aug-2019 1	8
Regular Meeting of IQAC was arranged	17-Sep-2019 1	10
Regular Meeting of IQAC was arranged	01-Nov-2019 1	9
Regular Meeting of IQAC was arranged	28-Jan-2020 1	7
Regular Meeting of IQAC was arranged	11-Mar-2020 1	6
Online Feedback from Students	01-Jan-2020 3	400
Online Feedback from Parents	01-Jan-2020 30	400
Online Feedback from Teachers	01-Jan-2020 15	60
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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	2019 1095	1193000
Dr. Anasuya Majumdar	Major Research Project	WBDST	2019 1095	1500000
Amit Mahata	Minor Research Project	WBDST	2019 730	520000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	5
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)

1. Year long grand celebration of bicentenary of the Founder of the College, Pandit Iswar Chandra Vidyasagar. 2. A Covid Team has been formed to support with oxygen, ambulance service, hospitalization, home delivery of medicine and food to covid affected students and their families. 3. Arrangement of online classes for each and every semester on regular basis immediately after the outbreak of Pandemic Situation. 4. Organizing online seminars and competitions for students and faculties. 5. College contributed a sum of Rs.2 Lakhs to Chief Minister Relief Fund for Disaster Management related to Cyclone Amphan.

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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
Infrastructural development of Hostel Building to provide the lodging facilities to the students coming from remote areas	Under process
Recruitment of Non-Teaching staff	The process of recruitment of Group-C staff has been completed and recruited group -C staff. The recruitment of Group-D staff is under process.
Opening of PG courses in Bengali	Meeting of IQAC with the department of Bengali has been done and resolution is approved by G.B.
Installation of Solar Panel	Under process
Online submission of all types of fees by the students through Students 'Fees collection Portal'	Fees collection portal for collecting fees has been started
Prayer to the State Government to provide another building to meet space constraint.	A particular condemned school building has been located and persuaded with the application to the authority of Sarva Siksha Abhijan
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body of the College	11-Sep-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2022
Date of Submission	27-Feb-2022
17. Does the Institution have Management Information System ?	Yes
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 and registration process. 3. Started online students registration process under CU. 4. Communication of important information to general public through website and conventional notices. 5. Regular exercise of tendering through college websites. 6. Sending pay slip through online portal 7. Collection of different fees of students through online portal

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

1) College prospectus having all information about its administration, faculties, course -structure and related data and, curriculum, is distributed among newly admitted students at the beginning of academic session to facilitate transparency and seamless flow of information among stakeholders. 2) A College academic calendar, listing all probable dates of examinations and, other academic, co-curricular and extra-curricular events, is prepared in accordance with university academic calendar, at the beginning of academic session. 3) Departmental meetings are convened by all departments at frequent intervals, to discuss departmental issues including assigning of topics to be taught by each faculty. Number of classes required for completing each topic, is also decided in such meetings; most of the departments maintain a meeting-minutes book to preserve all information about the department. Each faculty also records her/his academic and administrative activities performed, in academic diaries which are 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 classes for Core Courses, Generic Elective papers, Skill Enhancement Courses, and others are allotted according to the requirement of the syllabi prescribed by the University of Calcutta for the concerned subject for each semester. Departmental Heads allocate classes to departmental faculties and a copy of the final routine is handed over to the Principal for ready reference. 5) Teachers prepare their

lectures according to the syllabus allotted, often employing innovative modes to deliver their lectures. 6) College has a very rich central library with open access system with reading facilities for both students and teachers; many departments have rich Departmental libraries for the benefit of students. Many Journals (Science and arts) have been 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. However, it must be noted that all the afore-stated modes of lecture delivery were followed till the 15th of March, 2020 when a nation-wide lockdown was declared by the Govt. to contain the rapid surge of Covid pandemic. Hence, classes were conducted in online mode by the teachers, records of which have been meticulously maintained by all departments. Examinations were also held on online mode.

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	Nil	16/09/2019	365	Job opportunity or self employability as a professional Beautician	Trained as Beautician
Certificate in French Language	Nil	03/03/2020	180	Scope for working as a Translator	Basic communication in French
Nil	Diploma in Computer Application	02/09/2019	720	Job option as Computer Operator and Graphic Designer	Expertise in handling Computer Software

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	Programme Specialization	Date of implementation of
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CBCS		CBCS/Elective Course System
BA	Honours and General	05/07/2019
BSc	Honours and General	05/07/2019

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

	Certificate	Diploma Course
Number of Students	24	65

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
No Data Entered/Not Applicable !!!		
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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
<p>Since feedback plays an important role in the Teaching-Learning process, students' feedback on teaching is taken annually from the outgoing 6th Semester students. A questionnaire for obtaining feedback on different aspects of the teaching-learning process is hosted online on college website. The students are instructed to click the given link and provide their feedback with absolute sincerity and honesty. They may choose to provide feedback anonymously, if they so desire. The college authority analyses the data thus obtained from the feedback to re-evaluate teaching methods of Faculty members. Teachers are informed by the principal about the result of feedback in one on 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. Course Feedback, 4. Parental Feedback, 5. Faculty feedback, 6. Supporting Staff feedback, 7. Institutional Feedback, 8. Feedback on Library Services, 9. Excursion feedback, 10. Assignment Feedback, 11. Project Feedback In addition to these, following measures are taken : 1. Most Departments hold parent-teacher meetings to melt the ice between stakeholders of the college , facilitating seamless flow of relevant information, clarification of queries and clearance of doubts. 2. There is a Grievance Redressal Cell which holds</p>

periodic meetings with the students a Grievance Box has been placed in the college premises to enable any dissenting student to post her grievances, incognito if she thus wishes. The feedback process has indeed 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 (<https://vcfw.org/pdf/IQAC/feedback-2019-2020.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
No Data Entered/Not Applicable !!!				
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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
2019	1910	Nil	65	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
65	65	12	1	1	17
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Although not formally a mentoring system, the teachers provide academic assistance beyond class hours, provide notes, furnish relevant video links, share power point presentations, discuss topics in Google classrooms and, organize question-answer sessions to iron out any doubt students might have on any topic from their syllabi. Students are also sent to the personal councillor (College appointed) for their mental well- being, in case the teacher detects any untoward behaviour of any student. Parent-teacher meeting is convened yearly to intimate the weakness of the ward to the respective guardian. Records to this effect are maintained by the respective departments. Responsibilities and work-hours of teachers have ceased to exist with the introduction of online mode of teaching as dissemination of information and doubt clearing sessions are conducted on virtual mode queries, doubts are clarified through texts and materials are often shared through Google classrooms throughout the day. Students also communicate with teachers over phone, if so required, for addressing any academic or personal issue(s).

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1910	65	1 : 29

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
81	80	1	8	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	Mihir Dam	Assistant Professor	Ph.D.
2019	Atri Saha	Assistant Professor	Ph.D

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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
BSc	UG	Sem I	05/02/2020	23/09/2020
BSc	UG	Sem III	11/01/2020	06/03/2020
BSc	UG	Part III	12/10/2020	23/10/2020
BA	UG	Sem I	05/02/2020	23/09/2020
BA	UG	Sem III	11/01/2020	06/03/2020
BA	UG	Part III	12/10/2020	23/10/2020

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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 internal examinations, tutorials, surprise class-tests, debates, extempores, group discussions, seminar presentations, art exhibitions, term-papers, 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 also organizes educational tours to places of historical interest in order to instil a sense of appreciation and pride for our rich heritage such a tour was conducted on the 4th of March, 2020, when students, teachers and non-teaching members got an opportunity to visit the hallowed village of 'Birsingha', the birthplace of our founding father, Pandit Iswar Chandra Vidyasagar. Our 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 over-all holistic growth and development of its students through afore-stated 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 draws up its academic calendar at the beginning of every academic session, in accordance with the academic calendar published by the University of Calcutta (affiliating university) and uploads the same onto the college website (Web link: <http://vcfw.org/academic-calendar.php>). The academic calendar contains a record of tentative dates of all curricular, co-curricular and extra-curricular activities to be conducted by the college in the ensuing academic year, keeping in view the dates stipulated by the University of Calcutta. A list of all probable holidays in the upcoming session, 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/academic.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
No Data Entered/Not Applicable !!!					
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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)

<https://vcfw.org/pdf/IOAC/IOAC-sss-2019-2020.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
Major Projects	1095	WBDST BT	15	0
Major Projects	1095	WBDST BT	11.93	0
Minor Projects	730	WBDST BT	5.2	0
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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 Vidyasagar and creation of values	Vidyasagar Bicentenary Celebration Committee	26/09/2019

Seminar on attitude towards Nature	Department of Philosophy	01/10/2019
International webinar on role of library on virtual platform	Library and IQAC	25/08/2020

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
International Kathak competition	Sramana Chattopadhyay	ICDA	05/06/2020	International
Organising blood donation camp	NSS	Kolkata Yuba Kendra	20/01/2020	District Level
Dance Competition	Sramana Chattopadhyay	West Bengal Government	20/02/2020	State Level
Oriental Dance Competition	Sramana Chattopadhyay	Calcutta University	26/02/2020	State 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
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No Data Entered/Not Applicable !!!

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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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
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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)
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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
Geography	2
Philosophy	1
Library	1

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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 citation	Institutional affiliation as mentioned in the publication
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
Presented papers	4	3	Nil	Nil
Resource persons	3	2	Nil	Nil
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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
Anti AIDS Campaign to local slum area	NSS	5	20
Blanket Distribution in Winter to needy people near by	NSS	4	20
Blood donation camp	NSS	10	56
Clothes goodies distribution	NSS	6	22
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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
Awareness Scheme	Green Club	Poster making Competition with slum children	12	60
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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
IGNOU	21/12/2020	Conducting Distance Education in UG and PG courses, Certificate Courses, Diploma Courses	655
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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
5	5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
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Laboratories	Existing
Class rooms	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
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4.2 – Library as a Learning Resource

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

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

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6412	923288	74	44893	6486	968181
Reference Books	20629	2988122	Nil	Nil	20629	2988122
e-Books	3229722	Nil	Nil	Nil	3229722	Nil
Journals	15	15000	Nil	Nil	15	15000
e-Journals	6247	Nil	Nil	Nil	6247	Nil
CD & Video	49	3700	Nil	Nil	49	3700
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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
9.38	9.38	7.11	7.11

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) had been set up at New Building (3rd Campus) by utilizing RUSA (Rashtriya Uchchar Shiksha Abhiyan) fund. All Laboratory equipments are purchased as required by the respective departments from College budgetary allocation. Special grant to the laboratory departments have been given as and when asked by the departments for procuring new instruments following newly introduced CBCS curriculum. 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 ILMS with 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 are available to support modern teaching learning process. Classes have been held regularly in the newly constructed rooms at 3rd Floor, new building. 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 equipments such as Short Put Ball, Javelin Throw items, Carom Board, Rackets and feathers cork for Badminton are provided by the College authority. We have re-newed licence of Sophos firewall to protect our network from outside cyber threats.

<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	Students Concession	15	19770
Financial Support from Other Sources			
a) National	1.Kanyashree, 2. Swami Vivekananda Merit-cum -Means Scholarship, N.S.P Scholarship	267	5886000
b)International	none	Nil	Nil
View File			

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
3. Career Counselling	20/08/2019	235	Global Technical Institute, Triumphant Institute of Management Studies, 3. Kantar
2. Personal Counselling	20/08/2020	167	Psychologist and Behavioral Modifier Chaitaly Majumdar
1. Yoga	10/08/2018	20	Reshmi Pal
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
Nil	None	Nil	Nil	Nil	Nil
No file uploaded.					

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
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations	Number of students	Number of students placed	Name of organizations	Number of students	Number of students placed

visited	participated		visited	participated	
None	Nil	Nil	None	Nil	Nil
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	250	B.A (Hons), B.Sc(Hons)	ENGA, PHIA, PLSA, GEOA, CEMA, PHYA, ZOOA, ECOA, HINA, MTMA	CU, JU, RBU, WBSU BESU, Presidency University, Amity University , IISC, JIS, Bangobashi Evening College, Motijil University, University Colleges of Science Tech nology,WBUTT EPA	M.A, M.Sc, B.E.d, M.B.A, Nursing, Hotel Management , Msc. In Data Science

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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
Any Other	1

[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	200
Cultural	Institutional	70
Debate	Inter College	35
Drama	Inter College	50
Essay Writing	Inter College	50

No file uploaded.

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	None	Nil	Nil	Nil	Nil	None

No file uploaded.

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 non-teaching staff . vi) Annual picnic with around 300 students

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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 2002-2003. 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 member participate in different cultural activities. Alumni Association Organise a debate competition along with the College . Alumni Association organise '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) :

5000

5.4.4 – Meetings/activities organized by Alumni Association :

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)

- 1) Carrying on the enviable legacy of its founding father, Pandit Iswar Chandra Vidyasagar, the college makes consistent efforts to instil a profuse sense of pride by undertaking certain ingenious endeavours each year on the 4th of March, 2020, some of the members of college governing body, including President of Governing Body, teachers, students and a few non-teaching members had visited the hallowed village 'Birsingha', the hamlet where Vidyasagar had seen the light of day for the first time. The trip was a deeply enriching experience as all stakeholders of the college were infused with the high ideals of gyan, tyag and seva a day was spent far away from the din and bustle of our drab, routine existence, soaking in the aura of divinity and altruism the college indeed takes care to ensure overall holistic development of its stakeholders.
- 2) In keeping with its spirit of altruism, the College tried to ensure that students do not plummet to the abyss of dejection and boredom in Covid times stakeholders of the college National Service Scheme unit and, Green Club of the college, spearheaded by our ever dynamic Madam Principal, Dr. Rupali Chaudhuri, devised an online inter-college competition for undergraduate students themes for such competition were selected in such a way that students were able to utilize their home-front observations in an imaginative way, diffusing their boredom. They were also made to enkindle a keen observation of nature (eco-centric themes made them do so) as they prepared to participate in such competitions. Success of our endeavour was evidenced by the huge rush of entries that the college received.

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
Teaching and Learning	Holistic development of students has always been the driving force for all faculties of this college. Teaching-learning is made more student-friendly and interactive, and classes are often held in ICT and smart classrooms. Science and Arts exhibitions are held to hone the intellectual acumen of students. Educational and study tours are frequently conducted by almost all departments and, debates and seminars are also organized as a part of overall learning experience.
Examination and Evaluation	The College follows the C.B.C.S. mode of imparting knowledge to students. Hence curricula being followed, odd and even semester examinations being conducted, tutorial or practical examinations being held, dates of the said examinations are decided by the

affiliating university. Internal examinations are conducted by respective colleges and, marks have been assigned for attendance of students, a much-needed step to streamline regularity of attendance of students

Research and Development

The Research Committee of the college duly motivates all faculties to be engaged in active research, present papers at seminars, publish papers in national and international journals and, arrange for publishing their research works in books. Student seminars and seminars with invited speakers are also held to open up avenues for multi-disciplinary exchange of ideas and knowledge.

Human Resource Management

All faculties are amply motivated to participate in Faculty Development Programmes like Orientation Programmes, Refresher Courses, Workshops, Seminars and other such programmes to facilitate advancement in their careers through CAS. • Academic diaries are provided to teachers at the start of academic session to facilitate a methodical and daily record keeping of all their academic and administrative activities which might stand them in good stead for CAS. • The college also tries to instil values and altruistic spirit in the minds of young women by encouraging them to bring a positive change in the society by participating in N.S.S. and N.C.C. activities. • Students are also motivated to participate in inter-college competitions to hone their skill of oratory.

Industry Interaction / Collaboration

The college collaborates with WEBEL for providing computer literacy to students at subsidised rates, particularly to those belonging to reserved categories. Exams are conducted at the end of each course and, students sailing through both theoretical and practical exams, are awarded certificates by Webel.

Admission of Students

The college strictly follows the admission policy laid down by the affiliating university, the University of Calcutta. Notices seeking admission are put up on print media. Admission procedure including publication of merit list and payment of requisite fees, is conducted on online mode.

	Original credentials of admitted students are verified by the faculties of respective departments before being sent to the University for registration.
Library, ICT and Physical Infrastructure / Instrumentation	The college boasts of a well-stocked library with approximately 27041 books, journals, cds of iconic movies (specifically for students of the Dept. Of Film Studies), newsletters, day-to-day newspapers, antiquarian rare books (not for lending) and reprographic facilities for both students and teachers at subsidised rates (for academic purposes only). The e-resource room adjacent to the computer room houses a state-of-the-art computer laboratory for the benefit of both teachers and students. Round-the-clock availability of wi-fi facility with 50 mbps (through broadband and lease line) ensures a seamless and undisturbed net connectivity throughout the college campus (nb). E-book facilities through N-list online resources and digital library facilities are made available to all faculties and students, classes are held in ICT and virtual classrooms to facilitate better and interactive teaching-learning processes. Designated research rooms and laboratory facilities are provided by the college to facilitate better scope for research among faculties.
Curriculum Development	Being affiliated to the University of Calcutta, the college strictly follows the curricula laid down by the concerned Board of Studies at the affiliating university. However, the college takes every measure to make learning as interesting, learner-friendly and interactive as far as feasible. Though the college does not design the curricula, it makes every possible effort to introduce extra-curricular and co-curricular activities to ensure overall holistic growth of students.

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

E-governance area	Details
Planning and Development	1) Biometric machine has been used to record regular attendance of both Teaching and Non-Teaching staff. 2) All stakeholders of the college are requested to submit 360 degree online feedback form.

Student Admission and Support	1) Admission process is completely online and accessible on website in a particular portal. 2) E payments are done by students through Gateway. 3) Web Pack is used for online access of catalogue. 4. Online registration is done through particular portal.
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 some students.
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. 4. Student ERP is helps to store all student related data i,e. student register, student strength, internal admission and fees deposit status.
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

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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	Title of the administrative	From date	To Date	Number of participants	Number of participants
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	development programme organised for teaching staff	training programme organised for non-teaching staff			(Teaching staff)	(non-teaching staff)
Nil	NOT APPLICABLE	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Cooperative Society, Health Schemes	Cooperative Society, Swastha Sathi	Student aid fund, Kanyashree, Railway concession and other state aided scholarship

6.4 – Financial Management and Resource Mobilization

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

Financial Audit for the financial year 2019-2020 was conducted by Prashant N Associates, Chartered Accountant

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 funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NOT APPLICABLE	0	Nil
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6.4.3 – Total corpus fund generated

54640

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	Yes	Member of Management	Yes	IQAC Co-ordinator

Administrative	Yes	Member of Management	Yes	IQAC Co-ordinator
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6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

NOT APPLICABLE

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

NOT APPLICABLE

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

1. Third floor construction in New building Campus 2. Student ERP is helps to store all student related data i,e. student register, student strength, internal admission and fees deposit status. 3. Establishment of Bank Kiosk for fees collection and other banking facilities

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
2020	Inter College Competition to commemorate 199th birth anniversary of Pandit Iswar Chandra Vidyasagar	02/09/2019	02/09/2019	26/12/2021	350
2019	Seminar to commemorate 199th birth anniversary of Pandit Iswar Chandra Vidyasagar	26/09/2019	26/09/2019	26/09/2019	150
2020	Inter College science exhibition	20/02/2020	20/02/2020	20/02/2020	65
2020	Inter College Arts exhibition	22/02/2020	22/02/2019	22/02/2020	50
2020	Visited birth place of founder	04/03/2020	04/03/2020	04/03/2020	125

	of this college Pandit Iswar Chandra Vidyasagar.				
2020	Inter College Competition to commemorate 200th birth anniversary of Pandit Iswar Chandra Vidyasagar	18/08/2020	18/08/2020	26/09/2020	340
2020	Seminar to commemorate 200th birth anniversary of Pandit Iswar Chandra Vidyasagar	26/09/2020	26/09/2020	26/09/2020	115
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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
1. Inter College Competition-- Department of English presented Posters on Womens Health and Emotional Well Being in Victorian Womens Fiction	22/02/2020	22/02/2020	74	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 both old and new building have reduced the consumption of electricity to a great extent . The College has adopted Rain Water Harvesting Mechanism as an alternate to save daily use of water.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	Yes	2
Ramp/Rails	Yes	2
Any other similar facility	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	09/08/2019	Nil	Detection of Anaemia and Awareness of Thalassemia. Organized by our college Medical cell	64 samples collected from 1st semester students. 3 carriers detected.	95
2019	Nil	1	01/10/2019	Nil	Donation of new clothes to the poor and needy	Providing means of sustenance to meet the basic need of life	25
2019	Nil	1	12/11/2019	Nil	Visit to an Old Age Home	Essential items, food distributed	30
2019	Nil	1	20/01/2020	Nil	NSS Unit of Vidyasagar College For Women is honoured as one of the distinguished blood donor org	Service to community	10

					anization of the state.		
2020	Nill	1	07/02/2021	Nill	Blood Donation camp organized by NSS	Service to community	35
2020	Nill	1	01/06/2020	Nill	Webinar on COVID-19 and its impact on the politics and economics of India: In search for solutions. Organized by Department of Political Science	The Impact of the Pandemic on the Economy and Politics	86
2020	Nill	1	05/06/2020	Nill	National level webinar on "The COVID pandemic-epidemiology and current diagnostics in India". Organized by Department of Zoology	Covid Awareness	100
2020	Nill	1	12/06/2020	Nill	National level webinar on COVID-19: Its Effect on Environment organized by Department of	Environmental Issues were discussed in relation to Covid 19	395

					Geography		
2020	Nil	1	16/06/2020	Nil	Webinar on 'A tale of two soulmates- COVID-19 and Metabolic Health' organized by Department of Physiology	Health hazards of the Pandemic were discussed	63
2020	Nil	1	09/07/2020	Nil	National Level Webinar on- Effect of COVID on de-globalization and migration of labour. Organized by Department of Economics	Plight of Migrants during nationwide lockdown and the pandemic were discussed	106
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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 for all Teachers with a section on Code of Conduct	01/07/2019	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
1. Celebration of Hindi Divas	25/09/2019	25/09/2019	67
2. College NSS Team Visited Netaji Bhawan to instill spirit of nationalism amongst youngsters	22/01/2020	22/01/2020	15
3. Book Fair organised by Central Library in the college campus	20/02/2020	22/02/2020	10
4. Celebration of	02/03/2020	02/03/2020	120

International Mother Language Day			
5. A Virtual Talk cum Webinar was organised by the Department of History on "The Crusades: Motivation and Impact."	17/07/2020	17/07/2020	50
6. Celebration of 74th Independence Day (Online Event, hosted on you tube)	15/08/2020	15/08/2020	125
7. International Webinar on Role of Libraries in Virtual Learning Environment: With Special Reference to Covid 19 Pandemic" organised by Library and IQAC	25/08/2020	26/08/2020	125
8. International Webinar on "Akshay Kumar Dutta and Relevance of Deliberations on Vidyasagar", organised by Department of Bengali (commemorating the Bicentenary of Dutta and Vidyasagar)	03/09/2020	04/09/2020	575
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) Planting of Saplings: A programme was organised by Green Club on 8.11.2019 in the New Building Campus. Students of NSS Unit planted saplings and were given responsibility to look after them. 2) A rally organised by Green Club To save Mother Earth from pollution in Dec. 2019. Students of the Department of Geography and NSS Unit of the college participated in the rally. The purpose of the rally was to create an awareness among local people (surrounding the college) regarding Environmental pollution and how we can mitigate that. 3) On September 05, 2020 Green Club and NSS jointly organised a youth sensitization virtual event on "Global Warming." A student named Prarthana Das of the Department of Geography presented on Amphan (the storm that lashed Bengal). The title of her presentation was "Amphan–An Overview, Highlighting Preventive Measures." 4) An Inter-College Online competition was organised by NSS and Green Club for students in October 2020. Events of the competition were a) Slogan writing b) Essay c) Photography d) Painting competitions. No. of students participated were Painting- 93, Slogan Writing- 72, Essay-72 and Photography-155. Last date of virtual submission was October 21, 2020. Winners were intimated through email. Participation Certificates were distributed to

all. It was a successful one. 5) On January 28-29, 2020 Green Club organised Poster Competition on contemporary issues related to Nature. Problems, perspectives and possible solutions were highlighted in the posters, all innovatively designed by students. Green medals were awarded to winners and certificates were distributed to all participants.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Title of the Practice Successful Implementation of Online Teaching-Learning during the Pandemic
The Objective: During the pandemic and subsequent nationwide lockdown since March 2020, our college successfully implemented online classes. Principal and Teachers met over virtual platform to discuss the modalities of conducting online classes. In the virtual meet, the need to maximise the use of educational technology for online tutoring was emphasised. It was soon evident that these classes offered flexibility and a variety of academic opportunities to our students. Teachers assisted students with soft copies of learning material. Online learning offered teachers an efficient way to deliver lessons to students. Tools such as PDFs, audios, videos could be used by teachers as part of their lesson plans.
The Context: The Pandemic triggered new ways of learning. Digital learning emerged as a necessary resource for students. Students recognised and appreciated the benefits of online classes. It offered scheduling flexibility. Conducting University examination online was also part of the agenda.
The Practice: Students met Professors on a virtual platform during virtual college/class hours. Synchronous online classes maintained pre scheduled, set class times, as per routine, where Professors instructed students over Google Meet, Zoom or Video Conferencing Service. During online classes students interacted with professors and peers. Teachers conducted online classes even on government holidays to make up for lost time.
Evidence of Success: Online classes were held as per master routine but often such classes ran asynchronously to provide extra classes to learners. Teachers made maximum use of online resources. Teachers of our college now, have emerged as more efficient educators. Online lectures could be recorded and saved for future reference. Students saved time and money by eliminating a commute on a daily basis. Digital study materials were distributed before and after online classes over emails, whats app. Teachers regularly uploaded study materials on Google classroom. With the ability to study anywhere from any location, students got the environment that best suited them. Since online classes could be taken from home or location of choice, improved student attendance was detected. Students got a solo learning experience as they were not distracted by large groups in classrooms. Students reported an enjoyable learning experience. In case of intermittent internet facility, some teachers circulated pre-recorded audio lectures to students. All University Examination could be smoothly conducted online without much technical glitch.
Problems Encountered and Resources Required: Unreliable, intermittent, low-speed internet connection in far flung localities created a digital divide. Practical classes of Laboratory based departments encountered major issues which could not be conducted online. Students did not have access to laboratories. It is important for college to invest in training teachers with the latest technology updates so that they can conduct online classes seamlessly. Health hazards of having students spending hours staring at the digital screen, surfaced. Digital eye strain was a consistent problem amongst teachers and students. A good solution to this would be to give students plenty of breaks from the screen to refresh their mind. The pre-existing counselling and mentoring system of students need to be strengthened to help students cope with mental health issues. Further, college will have to tweak the current academic calendar so that we can cover the syllabus within the curtailed semester period.

Best Practice II Title of the Practice: Establishing

Sanitisation and Covid Safety Protocols on Campus The Objective: To curb the spread of Covid infection it was absolutely necessary to reinforce the everyday precautions during the pandemic. Though campus was closed, students occasionally had to visit campus to pay admission fees or for collecting marksheets. Social distancing was maintained to slow down the spread of a highly contagious disease and to reduce close contact among students while standing in a queue at the college premises. The Context: Our college adhered to the recommendations set forth by government, implementing every measure needed to keep students safe while on campus. College campus, including classrooms, staff rooms and office was regularly sanitised to ensure a Covid free campus. Social distancing was adhered to and alternate dates for fees/marksheet collection were declared to limit large group of students from coming together. The Practice: To curb the contraction of Covid, it was mandatory for students, teachers and staff members to wear masks. No one was allowed entry on campus without a mask. High-touch surfaces like drinking water facility was disinfected. Soap, water, hand sanitiser were readily available and sanitising dispensing machines were installed. Frequently touched surfaces and objects were cleaned meticulously. Students and staff who felt sick were advised to stay at home. All who entered campus were initially screened with a thermal gun upon arrival. Evidence of Success: Not a single Covid case was reported on campus. On the day of non-teaching recruitment, strict Covid safety protocols were implemented. As several candidates reported for virtual interview on campus full body sanitiser machine was installed. Maintenance of safety protocols on campus helped students cope with fears and anxieties surrounding the disease. The safety measures helped to cultivate compassion and increase resilience while building a more safer and more caring community. Major events like Independence Day Celebration, Vidyasagar Bicentenary Celebration, seminars all were held on a virtual platform. Problems Encountered and Resources Required: Often students gathered in groups and it was difficult to observe social distancing. Maintaining safe college operations or reopening college campus after a closure requires many considerations, but if done well, our college may contribute in the promotion of public health. College should provide better water, sanitation and waste management facilities in the pandemic era. Colleges should strive for an eco-friendly campus and implement decontamination procedures wherever applicable. Resources would be required to drastically increase hygiene and to daily disinfect campus premises.

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

<https://vcfw.org/pdf/IOAC/Best-Practice-2019-2020.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

Year-long bicentenary celebration of Pandit Ishwar Chandra Vidyasagar was a flagship programme of the institution. The Bengal luminary's bicentenary, on whom our institution is named, did seek to achieve a viable diffusion of the values infused in the thinking and work of Vidyasagar in contemporary society. The bicentenary celebration was an act of homage to the multifaceted genius of this pillar of the Bengal Renaissance. Events that outlined the grand celebrations, engaged with the literary, social, educational, scientific, and philosophical dimensions of his works. Ranging from his commitment and intellectual investment in projects of social reform and women's empowerment, the year-long celebrations highlighted Vidyasagar as the pioneer in transforming the crusade against child marriage and other atrocities against women in society. The celebrations at our institution brought to light the fillip he gave to scientific and rational enquiry in his educational and social

reforms. We did hope to span the whole gamut of issues tackled by Vidyasagar's keen intelligence and his deeply sensitive self that touched the chord of every beating heart in his native land. In fact, this liberal arc of humanism stretches beyond the pales of his own land, Bengal, and touches the hem and shore of every nook in India, before exfoliating further to achieve truly international proportions. On 26 September, 2019, Sri Anup Motilal delivered the Vidyasagar Memorial Lecture on "Vidyasagar and Re -Creation of Social Values.". It was followed by an Inter College Competition featuring Songs, Creative Writing, Drama and Debate. The impact of Vidyasagar's world-view on the world, its colonial and semi-colonial contexts and insights were also part of our grand year-long programme evolving around Vidyasagar's literary and life-practices. As someone who believed in the crucial role of nurture whether of the human (as in children) or of nature, the repository of tenderness and inspiration, Vidyasagar's views on these matters and his expeditious interventions, trying to make thinking a reality, figured prominently in the deliberations at our bicentenary webinar held again on September 26, 2020. Sri Jawhar Sircar and Dr. Krishna Ray were the eminent speakers of the Vidyasagar memorial lectures. An Inter College Online Competition featuring short story writing, songs, dance, poster and debate were held to commemorate the grand event. Contestants recorded videos and submitted entries. Focus was on Vidyasagar's greatest legacy, his unflinching resolve to transform the plight of Indian women and his continuous relevance in today's society. The holistic impact of this great son of Bengal on life and letters in the contemporary world- was debated, argued and reinforced at our offline and virtual events, giving us new insights into the great man's continuing relevance and contribution to humanity, our nation, our time and our way of life. This meaningful, relevant exchange of ideas on the life and works of such a great, compassionate reformist was then gathered up and published in the impressive bicentenary volume "Suvakori" (with ISBN 978-93-81037-90-4) on September 26, 2020, thus recording these ideas for academic posterity and advanced research.

Provide the weblink of the institution

<https://vcfw.org/pdf/IOAC/Institutional-Distinctiveness-2019-2020.pdf>

8.Future Plans of Actions for Next Academic Year

I. College has future plans to install Solar Panels. II. Space crunch of the college to be augmented with construction on 2nd and 3rd floor over the extended area of the first floor above the entrance to the new building III. College has the plan to arrange some virtual academic support system for more effective teaching and learning in the context of prevalent Covid 19 pandemic. IV. Prayer to the State Government to provide another building to meet space constraint. V. Online submission of all types of fees by the students through Students Fees collection Portal. VI. Opening of a PG course in Bengali. VII. Recruitment of Non-Teaching staff. VIII. Infrastructural development of Hostel Building to provide lodging facilities to students coming from remote areas.