

IQAC ANNUAL REPORT

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4. Is it a recognized minority institution ?

No

If yes specify the minority status (Religious/linguistic/any other)

(Provide the necessary supporting documents)

5. a) Date of establishment of the college :

Month	Year
08	1968

b) University to which the college is affiliated

The University of Calcutta

6. Dates of UGC recognition :

Under Section	Date, Month & Year (dd-mm-yyyy)
12 (f)	02-1970
ii. 12 (B)	02-1970

7. Does the University Act provide for autonomy of Affiliated/Constituent Colleges?

Yes No

If yes, has the college applied for autonomy?

Yes No

9. Location of the college : (based on Govt, of India census)

Urban

Semi-urban

Rural

Tribal

10. Details of programs offered by the institution : (Give last year's data) 2006-07

Sl. No.	Program Level	Name of the Program /Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
i)	Under- graduate	B.A. / B.Sc. & B.Com Hons. & Gen.	3 years	H.S. or equivalent	Bengali / English	1600	1103

11. List the departments :

<p>Science</p> <p>Mathematics, Economics, Geography.</p> <p>Arts</p> <p>Bengali, History, Pol. Science, Education.</p> <p>Commerce</p> <p>Accounting & Finance</p>

12. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

a) including the salary component = Rs. 4677.00

b) excluding the salary component = Rs. 1889.00

Annual Report - 2006-2007

When many of the colleges of our city started getting assessed by the NAAC we also began to think about the matter. But before approaching for it we were really confused about the need and utility of assessment to be done by NAAC. But after the assessment done by NAAC on 28th & 29th January, 2006 we have realized the necessity of the process of assessment of an educational institute by a peer team formed by the NAAC under the guidelines of U.G.C. We have acquired knowledge about the basic aim and purpose of an academic Institution. NAAC has made us aware of the fact that as members of an educational institute our duty is not only to make our students prepared for university examinations but also to ensure them quality education so that they can lead a meaningful life in their future. We have now come to know what are our strengths and what are our weaknesses, the difference between what we intend to do and what we should do actually and also the aim of higher education is not restricted to award degrees to the students only but it has a wider social perspective as we all belong to the society. We offer our sincere thanks and gratitude to the NAAC for making us aware of the broader view of education, learning and teaching.

Quality of education is judged by the fulfillment of the requirements of the society, hi the institutions of higher education we cultivate, produce and disseminate knowledge. It is a continuous process as we are striving for enhancement of knowledge through research in various fields and improvement of the intellect and thought. For a sustainable development of higher education the quality must be assured, maintained and improved. We require a comprehensive planning with definite objectives to achieve yearwise. Hence we are submitting here the annual plan for the academic year 2006-2007 as approached by the IQAC in its meeting held on 8th September, 2006 and its achievements in the end of the year in Part-A.

Developments of the college in the Academic Session 2006-2007: A Criteria-wise Analysis

Criterion I: Curricular Aspects

Our Plan of work

- To introduce Honours course in Marketing in the B.Com stream.
- To introduce B.A and B.Sc (both General and Honours) courses in the academic session 2006-2007 and to approach the University for the introduction of Honours course in the subjects like Bengali, Geography, Political Science, Education and History.

Execution of the Plan

- With a very sincere cooperation of our teaching and non-teaching staffs of the college we have been able to introduce Marketing Honours in B.Com Stream from the Academic year 2007-2008.
- We got the required affiliation for B.A and B.Sc courses in General stream in 2005 but practically they have been started in the Academic Session 2006-2007.
- Among five subjects we have got approval for only Bengali Honours. We are going to introduce Honours in Bengali from this academic session viz.2007-2008. We are trying our level best to introduce Honours in other subjects too.

Criterion II : Teaching - Learning and Evaluation

Our Plan of work

- The Commerce Department of the College had a plan of recruiting three full-time (one in Mathematics and one in English) and more than one part-time teachers in the year 2006 and 2007.
- The Department of Economics was lacking one whole-time teacher and planned to fill the gap within the year 2006.
- As we have opened B.A and B.Sc streams we also felt the need of competent teachers in the Arts Faculty and hence we also planned to recruit at least one teacher in each of the Departments of Political, Science, History and Education.
- To take initiative of making an environment within the college so that teachers become more motivated to attend seminars as participants.
- We also planned for a regular maintenance of Academic Calendar in all the Departments.
- Organization of Departmental as well as college seminar was also an important part of our planning.
- Like other years this year also we planned to organize class tests in different departments throughout the year.
- We thought that we would fix a cut-off mark (especially for Honours students) at the time of admission in the college.
- Improvement of the teacher-student ratio was also in our mind.
- We also tried to create a purely academic atmosphere within the college and also to motivate teachers so that they can pursue for their academic advancements.

Execution of the Plan

- The Department of Commerce has already given appointment to two Part-time teachers. The Department has also put a requisition to the West Bengal College Service Commission for a Whole-time faculty and the Commission is expected to fulfill our requirement very shortly.
- The college already put the requisition to the West Bengal : College Service Commission for a Whole-time faculty in Economics and since September 2006 one Whole-time teacher has joined in the Department of Economics.
- Since September 2006 we have also recruited one contractual lecturer in each of the Departments of Political Science, History and Education,
- As we are going to introduce Honours course in Bengali from the next Academic Session (2007-2008) we have already recruited one contractual lecturer in the Bengali Department.
- Along with recruitment of new teachers we have also been able to create a healthy environment in the College, the number of teachers attended Seminars and workshops has increased from 2 to 9 in the last one year time span.

Seminars and Workshops attended by the teacher

Name of the Teacher	Venue	Topic
Dr. Sandip Dasgupta	West Bengal State Council of Higher Education (WBSCHE)	Internal Quality Assurance
	Seva Bharati Mahavidyalaya, Paschim Medinipur	Recent Trends in Higher Education
	University College of Science & Technology, Rajabazar	Academic Administration: New Challenges
	Dum Dum Motijheel Rabindra Mahavidyalaya	Consumer Protection Right
	Barrackpore Rastraguru Surendranath College (BRGSNC)	Application of Computer in Business
Sri Ranjit Bera	St Xavier's College	'Evaluation on System at Undergraduate Level'
Sri Samir Ghosh	Bethuadahari College	"The Gender revolution - Women in Politics of 20th Century"
	Sudhirranjan Lahiri Mahavidyalaya	"Sustainable Development and Role of Government"
	St. Xavier's College	"Evaluation on System at Undergraduate Level"
Sri Anadi Biswas	Bethuadahari College	"The Gender revolution - Women in Politics of 20th Century"
	Sudhirranjan Lahiri Mahavidyalaya	"Sustainable Development and Role of Government"
Smt Sabrtri Dutta	St. Xavier's College	'Evaluation on System at Undergraduate Level'
	East Calcutta Girls' College	'Gender, Justice and Women Empowerment'
	Jadavpur University	Introduction to Experimental Economics
Smt Madhuparna Sengupta	East Calcutta Girls' College	'Gender, Justice and Women Empowerment'
	Jadavpur University	'Challenges of Globalisation in the 21st Century: The Cultural Dimension
Sri Indrajit Biswas	Calcutta University	'Post Colonial Studies - Emerging Trends'
	Calcutta University	'Situating the History of Science: Colonial Perspective and the question of Transition'
Smt Priyanka Das	Kalyani University	National Seminar on Inclusion of the Excluded : Agenda of Education for Social Levelling & Empowerment
	Calcutta University	Stress Management & Human Resource Development

We are very much particular about maintaining the academic calendar in all our departments.

- Though we have not yet organized any seminar in the college but we are going to arrange a college seminar (related mainly to the fields of Economics and Commerce) in the middle of October, 2007.

- We regularly take Class tests in all the Departments and examine the scripts very sincerely. We show the scripts to the students so that they can identify their mistakes and rectify.
- For Admission in the Honours stream we strictly maintain a cutoff mark. .
- To improve the teacher-student ratio we are trying to increase our number of teachers. In the session 2006-07 we have appointed four teachers in various departments and gave appointments to two more teachers. They will be joining from July, 2007. Our teachers are now more motivated and interested about their academic improvement. Four of our teachers are pursuing their PhD on different socio-economic fields. Prof. Anadi Biswas, Department of Commerce, is working on 'Financial and Accounting Control in Panchayet System' - A Case Study of Nadia District. Prof Sabitri Dutta, Department of Economics, is working on "Total -Total Pollution Exposure and The Local Burden of Disease: A Longitudinal Study on Kolkata', Prof Madhuparna Sengupta, Department of Political Science, is working on 'Women power and Leadership - Case Studies of Indira Gandhi, Margaret Thacher & Golda Meir'. Prof. Indrajit Biswas is working on 'Science in the Colonial Context-British institutions regarding Science & Technology in Colonial India.

Criterion III : Research, Consultancy and Extension

Our Plan of Work

- We believe that teaching and research are complementary to each other and research enhances the teaching potential. With this view in mind we planned that we will try our best, to engage ourselves in research work and give an intensive and extensive,effort for that purpose.
- As far as the extension activity is concerned we planned to open an N.S.S unit within the span of one year.
- We also had a plan of opening a N.C.C unit in the upcoming year.

Execution of the Plan

- At present four teachers of our college are pursuing their PhD program on different social problems. The number has increased from 01 in the previous year to 04 in the present year.
- Necessary steps are being taken to open a new N.S.S unit at our college. We received a provisional approval (office hearing No.NSS/1309/Provosional dated 19/12/2005) from In-Charge, NSS unit, Calcutta University for opening the unit. An Advisory Committee for NSS unit No 1(boys) of our college was formed with seven members as required under the NSS w.e.f 19/12/2005. The said Advisory Committee was duly approved by the Governing body of the college on 29/03/06 and approval for opening of new unit of NSS (boys) on permanent basis was, issued to us on 19/06/06.100 students of different classes of our college have been selected as volunteers for NSS unit No 1(boys).- Prayer from the Principal for grant to organize the ensuing programs of the NSS unit No 1(boys) of our college for the year 2007-08 were sent to In-Charge, NSS unit, Calcutta University on 16.04.07.
- Regarding the N.C.C a negotiation has been made with Eastern Commander and necessary steps will be taken very soon.

Criterion IV : Infrastructure and Learning Resources

Our Plan of-work

- As we have opened Science and Arts stream and also are going to open a new course in Commerce we had in our mind to extend our College building mainly to increase the number of classrooms.
- As we are expanding we planned to improve our library services to the students as well as teachers, .
- To open a computer center for the students of our college to make them more suitable for the job market. .
- To prepare a Geography Laboratory, as we offer Geography to the B.A/B.Sc. Students
- As we believe that physical health of a student is a very important factor for any academic achievement we planned to open a Gymnasium in the year 2006-2007.
- To arrange and run the Annual Sports and some social activities (e.g. Blood Donation Camp) successfully was also a part of our plan of work.

Execution of the Plan

- Since in the session 2006-07 we have opened Science and Arts stream and from the session 2007-08 we are going to open Marketing Honours course in the B.Com stream we need some classrooms along with other essential facilities. The construction of the second floor of the new building was started in the month of June, 2006. The approximate area of the new construction is 5200 sq.ft. The tendered cost of construction approved by the Governing Body of the college is Rs.32, 63,866. It consists of six classrooms, two separate toilets and 3 washbasins. The building is on the verge of completion and classes in the session 2007-08 will be held in this new building.
- The Library will soon be made fully.computerized. All the necessary steps have already been taken. It will start working shortly. The number of books on various subjects has been increased.
- We have not yet set up any computer Center of our own but our college has given consent to run a computer center (under Government of West Bengal) in the college premise. The center opened on 1st September 2006. Our students get a 20% fee concession from the center. The center also provides complete freeship to poor and needy students. The teaching and non-teaching staffs of the college get free training from the center.
- On 1st July, 2006 one Geography laboratory was set up. The amount spent in this purpose was Rs.1, 27,147. The lab is equipped with highly modernized apparatus and our students are very much satisfied working in this lab.
- We have not been able to open a Gymnasium for students so far but it is under construction and will complete and open very shortly. We have got a sponsorship from Government of West Bengal (Department of Youth Welfare and Sports) for this purpose.
- This college sports was held on 15th and 16th of January. Students, teaching and non-teaching staffs of the college and also the Alumni members participated in the sports. The students also participated in different inter-college competitions of the University and were fairly successful.
- This year our college on 5th August, the college foundation Day, arranged one Blood Donation Camp and one Health Check-up Camp. All the staffs and students of the college participated in both of the camps.

Criterion V: Student Support and Progression

Our Plan of work

- We are very much sincere about the performance of the students of the college mainly in the University examinations. We plan accordingly and send the most deserving students in the University level examinations so that they can come out with a very good result in their Degree examinations.
- We are also very much serious about the future of our students. Hence we planned that we will provide career counseling and placement support to our students,
- We also planned to provide special assistance and care to academically backward students.
- We were also very much keen about stretching our helping hands to the poor and needy students of our college.
- We also had a plan to make arrangements so that our Alumni association can start working actively in the college.
- Like other years, this year also we planned to arrange annual cultural program in the college.

Execution of the Plan

- In (1 + 1+1) system 139 students appeared in the Part I B.Com Honours examination 2006, Among them 97.84% students qualified honours.
- 142 students in B.Com general course appeared in the Part II 2006 and success rate was 73.94%.
- In (2+1) system 145 students appeared in B.Com Part II Honours 2006. Nearly 99% of them succeeded and 26 students got first class marks.
- In general course (2+1 system) 169 appeared in B.Com Part II exam and 94.67% came out successfully.
- Our college is much concerned about the future career of our students. For that purpose we have arranged a handful of seminars and lectures, which will come into help to the students to frame their future. Seminars by IIJT, Saket Technology, Magnus Business School, Lalani Computer Academy are few of them.
- We are in the effort of giving special assistance to the academically weaker section of the students.
- We have student-aid fund and both teaching and non-teaching staff gladly contribute in the fund. Many students of the college get benefited from that fund every year.
- Alumni association of this college was formed last year. On 11th April 2006 and on 29th April, 1st May 2007 the association organized its programs. This included discussion and deliberations on the development of the college. Its mission is to spread education to all especially to poor and needy students. The cultural program was of good taste and quality.
- This year the students of our college arranged Annual Social Function on 8th March. It was a two-day program. Our students performed themselves and also invited eminent artists to perform in our ground. The program was superb in its quality of culture.
- This year we celebrated Rabindra Jayanti (Birthday of Rabindranath Tagore) on 9th May. College students, Teaching & Non-Teaching staffs took part in the program.

Criterion VI: Leadership and Governance

Governing Body is the sole authority to take decisions and make policies regarding all the academic and non-academic affairs of the college. Principal is the only executive who can execute the decisions taken and approved by the Governing Body. The Governing Body of our College successfully manages all the relevant affairs of the college and also takes care of the matters of academic improvement and maintenance of academic standard.

Plan of work

In the previous year the G.B of the college planned on several matters including both academic and non-academic affairs of the College. It planned on

- Recruitment of new teachers .
- Extension of the college building
- Laboratories and other instructional facilities
- Upgradation of the library
- Updating the accounts of the college
- Health, sports and recreation of the students
- Proper management of the funds of the college

Execution of the Plan

- Nine meetings of the members of the Governing Body of our college were held in the last year for a successful execution of the plans they had made.
- One full-time teacher in Economics and one contractual lecturer in each of Political Science, Education, Bengali and History have been appointed.
- Honours in Marketing and in Bengali have been introduced from the academic Session 2007-08. B.A/B.Sc courses have already been introduced in the academic session 2006-07.
- A Geography laboratory with modern apparatus started functioning since last year.
- Upgradation of the library is under process and stock checking of the existing books, journals magazines has already been done.
- College always takes steps to keep its accounts up-to-date.
- Annual Sports, Cultural programs, celebration of Birthday of Rabindranath Tagore, college foundation day are regularly held in the college.
- The G.B also manages the financial resource part of the college property.

Criterion VII; Innovative Practices

Our Plan of work

- Our college had a plan to publish its annual academic journal this year.
- College also thought of publishing a college bulletin and a college magazine in the coming year.

Execution of the Plan

- The college has published its academic journal this year. The journal is enriched with quality writing of the teachers. The articles of which the journal is comprised reveals high quality and rich thinking of the staffs of the college. The journal is really unique in its quality and value of literature. This certainly glorifies our institution.
- Students have also come up with a college magazine which includes the entire noteworthy incidences of the college. This is very much informative in nature. Students actively contributed in the college magazine which was published in September 2006. It included different articles covering various aspects of social, economic and political spheres of national and international importance.

Plan for the next year

We have so many plans and programs in our mind that we have not been able to execute this year. We have made some plans that we will try to execute in the coming year. They are as follows:

- To introduce internet facilities in the library
- To fill up 3 vacant posts in commerce, 1 in Maths, 2 in English and 1 in Economics.
- To arrange National/State-level seminars
- To arrange inter class debate and quiz contest
- To arrange educational tour for the students
- To introduce a new course on communicative English and Computer training specially for the third year commerce students.
- To recruit some non-teaching staffs from college resources.

SUMMING UP

To sum up, we can say that our college is going through a period of transition. This is the time to learn, time to rectify ourselves and to extend our outlook to a broad horizon so that in the coming years we can become a pioneer, a leader in the field of academic excellence. Being a single faculty college initially and in spite of having financial hardship with other structural difficulties, we have shown our courage to extend it to a multifaculty college. This has enhanced our confidence that if we try we can do wonder. We have gained this confidence because each and every employee of the college, both teaching and non-teaching, students, guardians and the local society feel for the college. This feeling, which is not something official and formal, is the most essential for any kind of development of the college. We are optimistic about the fact that our institution will carve a name in the academic field of the state in particular and the country in general if we keep up with the pace of developmental work.

Part • B

1. Activities reflecting the goals and objectives of the institution :

We aim at inculcating a sense of dignity, respect, tolerance among our students. It helps them build their career and character ; consequently they become responsible citizens in future. Regular classes and attendance of the students punctuality, continuous evaluation, quality development, integrity and advancement of learning are the hallmark of our college.

2. New academic program Initiated (UG and PG) :

Arts and Science General Course in undergraduate level.

3. Innovations in curricular design and transaction :

Academic Calendar for students and Academic Diaries for teachers introduced.

4. Inter-disciplinary programs started :

Nil

5. Examination reforms implemented :

4 class tests on regular basis for General Courses, 1 mid-term test and 1 selection test for Honours Courses.

6. Candidates qualified : NET / SLET / GATE etc.

Nil

7. Initiative towards faculty development program :

Not yet taken up.

8. Total number of seminars / workshops conducted :

Nil

9. Research projects (a) Newly implemented, (b) Completed :

Nil

10. Patents generated, if any :

Nil

11. New collaborative research programs :

Nil

12. Research grants received from various agencies :

Nil

13. Details of research scholars :

Nil

14. Citation index of faculty members and impact factor :

Nil

15. Honors / Awards to the faculty :

16. Internal resources generated :

13,85,035.00/-

17. Details of departments getting SAP, COSIST (ASSIST) / DST, FIST, etc. assistance / recognition :

Nil

18. Community services :

NSS Boys' Unit working for local slum area on health and education. Annual Blood Donation Camp, Tree Plantation Program organised by the College Students.

19. Teachers and officers newly recruited :

One whole time lecturer and 3 whole time contractual lecturers.

20. Teaching - Non-teaching staff ratio :

9 : 16 (excluding part-time lecturers)

21. Improvements in the library services :

Computerisation started.

22. New books / journals subscribed and their cost :

Books : 415 Cost: 33541/- for books.

Journal: 07 Cost: 5149/- for Journal.

23. Courses in which students assessment of teachers is introduced and the action taken on students feedback :

Assessment of teachers by third year outgoing students and on the basis of student feedback academic sub-committee fixes up guideline from time to time.

24. Unit cost of education :

With salary components : 4677.00

Without salary components : 1889.00

25. Computerization of administration and the process of admissions and examination results, issue of certificates :

Initial process for computerisation of administrative work and of admission of students in progress.

26. Increase in the infrastructural facilities :

Second floor of the new building on the verge of completion.

27. Technology upgradation :

Nil

28. Computer and internet access and training to teachers and students :

Computer training to teachers and students.

- 29. Financial aid to students :**
Provided sufficient financial support through tuition fee concession and student aid fund.
- 30. Support from the Alumni Association and its activities :**
Alumni yet to be flourished however Annual Meet of the Alumni Association organised during the year.
- 31. Support from the Parent - Teacher Association and its activities :**
No parent-teacher association as such, however Annual parent-teacher meet and parent-teacher meet as and when required considering the gravity of the situation for academic and disciplinary betterment.
- 32. Health Services :**
Institutional membership with Students' Health Home, Calcutta.
- 33. Performance in sports activities :**
Participated in University Football Tournament and Athletics Meet Annual College Sports, Inter-class football, table tennis, chess, carram tournament organised.
- 34. Incentives to outstanding sportspersons :**
Nil
- 35. Students achievements and awards :**
Nil
- 36. Activities of the Guidance and Counselling Cell :**
Regular guidances for students for academic and carrer betterment by Students' Counselling cell.
- 37. Placement services provided to students :**
Arrange Career and job counselling programs in collaboration with external agencies.
- 38. Development programs for non-teaching staff :**
Initial planning for staff training program taken up.
- 39. Best practices of the institution :**
Practice to impart value-based education by discourse, display of codes of conduct, moral and by counselling.
- 40. Linkages developed with National / International, academic / research bodies :**
Nil
- 41. Any other relevant information :**
None as such.