



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

ACHARYA JAGADISH CHANDRA BOSE
COLLEGE

- Name of the Head of the institution **Dr. Purna Chandra Maity**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **03340015413**
- Mobile No: **9433628810**
- Registered e-mail **purnamaityncc@gmail.com**
- Alternate e-mail **ajcbckolkata@gmail.com**
- Address **1/1B A J C Bose Road**
- City/Town **Kolkata**
- State/UT **West Bengal**
- Pin Code **700020**

2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **University of Calcutta**
- Name of the IQAC Coordinator **Dr. Shampa Khasnobis**
- Phone No. **03340015413**
- Alternate phone No. **9830670306**
- Mobile **9830670306**
- IQAC e-mail address **ajcbciqac2@gmail.com**
- Alternate e-mail address **shampa.khasnobis@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<http://ajcbosecollege.org/AQAR/20-2021.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://ajcbosecollege.org/webportal/website/site/showImportantLink/2021-2022>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.89	2009	29/01/2009	31/12/2014
Cycle 2	C	1.83	2016	05/11/2016	04/11/2021

6. Date of Establishment of IQAC

17/12/2013

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Bibekananda Majhi	Major Project	SERB	2019 / 1065 days	610000

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 3

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

As the pandemic was in force, the IQAC took the initiative to enhance quality teaching in online platforms through Microsoft teams, Google meet, Google classroom and the like.

The IQAC took the initiative to hold a host of online international and national seminars or webinars in collaboration with different departments, that provided mental food for the otherwise home-trapped students and teachers.

The IQAC arranged an offline state level Seminar on Intellectual Property Rights in December 2021, when the college reopened for about two months.

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

Plan of Action	Achievements/Outcomes
Imparting quality education in the online mode using platforms like Microsoft teams, Google meet etc.	Dedicated Microsoft teams and Google classroom along with Google meet for students.
To conduct examinations efficiently and effectively in the online mode due to the pandemic	With the help of all teaching faculties, the examinations of the affiliating University could be completed successfully and the marks of the same examinations were uploaded to the university website within the stipulated time frame.
To organize state level Seminar on IPR	Seminar organised on 16.12.2021
To start add on courses	8 add on courses were started online

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	24/06/2023

14. Whether institutional data submitted to AISHE

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2021-2022	15/02/2023				
15. Multidisciplinary / interdisciplinary					
<p>Multidisciplinary (Science, Arts, Commerce and Teacher Education Departments)</p> <p>Multidisciplinary or MDC courses have not yet been included by the affiliating University. However as soon as NEP 2020 is implemented the college will start offering multidisciplinary courses.</p>					

16. Academic bank of credits (ABC):

The College is prepared to register under the ABC to allow the students to avail the benefit of multiple entries and exit during the chosen programme, and to enable credit transfer. We believe that it would be highly beneficial for slow learners and also provide flexibility to students to learn as per their ability and convenience. The College is affiliated to the University of Calcutta and completely follows the curriculum framework and syllabi approved by and modified/changed from time to time by the University. The College will implement Academic Bank of Credits framework as per directives of the Higher Education Department, Government of West Bengal and the University of Calcutta. As and when the University adopts the ABC, the college will be prepared to implement it. In keeping with the curriculum of the affiliating University, the college has adopted the Choice-Based Credit System (CBCS) which allows students to choose their preferred Elective courses. The college will be able to adapt to the multiple entry and exit system and enter into collaborations with other colleges, University and international institutions with regard to the same. At present, students can earn extra credits through the online Certificate Courses conducted by the college and also through activities such as NSS, NCC, etc. Faculty members of the college have also adapted to the blended mode of teaching-learning pedagogy and implemented the learner-centric approach to academics. Teachers facilitate access to relevant online and offline resources to the students in addition to regular classroom teaching. They are constantly engaged in creating online content for the benefit of the students.

17. Skill development:

The various departments have started Add On courses for Skill development

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Nineteen vibrant courses are transacted, among which Bengali, Hindi, Urdu, Philosophy transmit the values of the Vedas, Upanishads, Bhagavad Gita, and other philosophical literatures which serve as the foundation for the Indian knowledge system (IKS). In tune with the principles of IKS, our college has adopted a holistic approach incorporating numerous facets of human life, covering physical, mental, emotional, and spiritual components. Courses (approved by University of Calcutta) and add on courses linked to Yoga and Meditation, Self-defense, value

added courses on physical, mental, emotional well-being to help the students to attain all round development of mind and body.

Discipline like Mathematics teaches Algebra, the decimal system, value of zero etc. and teachers highlight the notions of Ancient Indian Mathematicians like the astronomers Aryabhata, Brahmagupta etc. Department of Botany teaches Ethnobotany, focusing on the traditional knowledge related to plants, writings of physicians like Charaka Samhita etc.

The college intends to set up an IKS-related Research Centre in future. AJCBC values the spirit of diversity and pluralism, the founding principles of the Indian Knowledge System;

All courses specially the teacher education Department embrace the knowledge on diversity, enabling various philosophical viewpoints and schools of thought to coexist.

Department of Economics, Geography and Political Science have taken initiatives to encourage intellectual development in tune with the spirit of IKS, making students to learn about diverse economic and geo-political scenarios. Inclusive education is the mantra of the college where a sizeable section of students is from the minority community, especially minority women.

The college has evolved to absorb, and apply fresh concepts, theories and technological advancements into its strategic planning, while keeping strong ties with the core values and beliefs. Botany, Chemistry, Computer Science, Environment Science, Electronics, Physics, Physiology, Zoology focus on advancement of science and technology.

Besides, the Certificate/Add-on/Value added courses transmit knowledge on Indian heritage, scientific advancements, professional skill development and inculcation of national and regional culture and heritage.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome Based Education or OBE is a buzzword today, which is gaining enormous importance with reference to modern education system. Burgeoning research on OBE does not only shift attention from a teacher-centred education to a learner-centred one, it also focuses on what is to be learned i.e. the outcomes. Choice Based Credit System (CBCS) and National Education Policy 2020 (NEP), increasingly focus on learners' interests, abilities and

skill making learning process more participative and innovative.

The college has always aimed to follow an interactive teaching-learning process in order to make the essence of education more effective, attractive and outcome-based

Academic plans are prepared in tune with the mission and vision of the institution. Course Outcome (C.O) and Programme Outcome (P.O) are designed by all departments in accordance with the C.O and P.O of the affiliating university.

In the next cycle we focus on innovative and interactive teaching methods as well as participative learning to make the teaching-learning process more effective and insightful. Our endeavours towards organizing ICT based teaching, extension-lectures, seminars, workshops as well as field-trips, excursions, group discussions, are actually glimpses of outcome-based education, making academic flexibility a practical outcome and developing critical thinking, reasoning and thus acting more efficiently.

Since this system of learning is more outcome based and learner oriented, our aim is to focus on continuous assessment of learners.

Our Outcome-Based Education also emphasizes on actual action-taken part, where both students or learners and teachers share feedback regarding the curriculum delivery, methods of teaching etc. and necessary measures are taken to modify and upgrade the process and the system, if possible.

This includes redesigning the curriculum delivery, applying innovative methods to provide a fruitful and effective Outcome-Based Education in the institution.

Through OBE the institution aims to develop in students the potentialities to become rational human beings with profound knowledge of their self, society and culture that are required to develop national integration.

20.Distance education/online education:

During pandemic, IQAC of our college took all the initiatives to promote online education (with permission from the authority) in order to ensure readiness whenever and wherever practicable.

Online exams, digital repositories, student support services through LMS, Academic Resource Bank, mobile apps, MCQ and Entry in Service portal for practicing for competitive examinations and other measures were put into effect.

Students have the choice of synchronous virtual classrooms and other online courses through the college.

Extended Profile

1.Programme

1.1	13
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	4695
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	897
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1358
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	31
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	35
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	33
Total number of Classrooms and Seminar halls	
4.2	30.54
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	190
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The College has a mechanism for effective, documented curriculum delivery.</p> <p>However, up-gradation of the syllabus is done at the University level.</p> <p>At the commencement of each academic year, the college organises orientation program for effective implementation of the curriculum..</p>	

Also, every teacher provides the students with individual lesson plan with schedule for each course at the beginning of each session..

The teachers try to follow the plan so that the student is able to gauge with clarity, what portion of the curriculum will be delivered within the stipulated time frame. These lesson plans are also preserved each year as documentation.

Besides traditional lectures and seminars, infrastructure for the use of ICT in classrooms, like power point presentations, smart boards and audio-visual support are all available to make the delivery of the curriculum interesting for the students.

Tutorials are held with mentoring and participative learning encouraged.

Internal assessment is done transparently with examined scripts shown to students.

Inter-personal skills are enhanced through value education.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://eshikshak.ajcbosecollege.org/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The College prepares its academic calendar based on the calendar of the affiliating university. However due to Covid Academic Calendar for the year 2020-2021 could not be prepared. The information of the affiliating university is included in the college prospectus and are also uploaded on the college website. It includes various timelines such as dates for beginning and end of session, mid semester breaks, dispersal of classes, preparatory leave and tentative dates for practical and theory examinations. Internal evaluation are carried out in compliance with the schedule listed in the academic calendar . Test assignments/ presentations and practical exams are held in time bound manner. They are displayed on the college website. Each student is also apprised of the criteria for internal evaluation on the college/departmental orientation day and it is reiterated in

classes as well. Continuous assessments are executed efficiently to ensure timely completion of syllabus. Compliance to the academic calendar is verified through an academic audit arranged by the IQAC and conducted by external academic experts as per NAAC guidelines. The academic audit helps to analyse all curricular and co-curricular activities and progress/ achievements of the departments including those of students and faculty members in detail. Physical verification of laboratories are also undertaken at least once a year.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://ajcbosecollege.org/webportal/website/site/showImportantLink/2021-2022

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

13

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

8

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

3493

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

3238

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The College Has an internal Complaint Committee which holds orientation program for students to create awareness about gender

sensitive issues.

Professional ethics and gender values - Maintenance of professional ethics and gender values has been a distinctive attribute of our college. UG courses 1. cover ethical issues,

The IQAC organize seminars on Intellectual Property Rights to inculcate professional ethics in pursuing research and academics.

The college NSS and Social Outreach Cell organizes awareness camps on health and hygiene and cleanliness in nearby slum areas.

ICCholds orientation program for students to create awareness about gender sensitive issues.

- Human Values:

Besides, celebration and observation of memorable days and events of national and international significance, inculcate human values in students and staff by paying homage to our own nation and her great people and sow the seeds of national integration, communal harmony, inclusivity.

Environment/sustainability is addressed in core, through compulsory course of the affiliating which makes students aware of biodiversity, sustainable development, renewable energy, green chemistry, global warming, human rights,

Celebration of World Environment Day, awareness programs and seminars on importance of saving water, hazards of plastic, etc. SThe college has segregated waste bins. The NSS puts up posters for switching off lights and fans in empty classrooms, encourages recycling and reuse of paper, and not to use plastic.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

13

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1637

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	http://ajcbosecollege.org/feedback_system/fms/view-allinone-report.php?feedback_type_id=1&session=2021-22&question_group=1

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2025

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

184

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college organizes orientation program at the commencement of session for newly admitted students. The wide range of continuous assessments (e.g. Home and Class Assignments, Class Tests) enables effective assessment of learning levels of students. Slow and advanced learners are identified for each subject separately by respective teacher for all semesters.

Advanced Learners:

Advance learners are identified based on performance in various examinations of previous semesters and internal examinations. They are guided as follows: Motivating students for better performance in higher studies. Advanced learners are encouraged to participate in state and national level conferences, competitions to showcase their talents and skills. Special career guidance for higher studies by departmental teachers. Academic presentations are held, where the students get the opportunity to present innovative ideas.

Slow Learners:

Following measures are taken for these students: Remedial classes conducted with appropriate focus on the subject. Individual academic counselling done by concerned subject teacher. Students study groups formed for peer-to-peer learning. . Extra reading materials and video lectures from web provided to improve basic understanding of the subject.

File Description	Documents
Link for additional Information	http://eshikshak.ajcbosecollege.org/
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
4878	31

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

During the pandemic the various departments of the college organised webinars which could provide food for the intellect of the otherwise home-confined teachers and students of the college.

Online interactive classes were held regularly, by all teachers of various departments in order to keep the students updated. However, excursions could not be arranged in this session due to obvious reasons.

For a brief period of about 2 months in November and December, 2021 physical, offline classes were made possible.

A one day state level mSeminar on Intellectual Property rights were conducted by the IQAC on 16.12.2021. The college premises were again shut down and online classes resumed from January 2022 as covid cases started to soar.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers of the College make the best use of the technology in their teaching process. Teachers use ICT and various other digital tools for better understanding of topics. The College has a Wi-Fi Enabled Campus which helps the teachers and students to learn from online resources along with text books. The college has several

ICT Enabled Classrooms with Desktops, Laptops, and Projectors which helps in the e-learning process. The College also has a smart board to facilitate learning.

The college has well equipped computer labs. The college has an online centralLibrary and departmental seminar libraries

However, considering the pandemic situation, teachers used Microsoft teams bought by the college to take classes. However, Google meet, Zoom meetings and youtube screening was also used as means of communication as classroom teaching took a back seat and online teaching became the way to go.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	NIL

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

71

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

31

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

30

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

346 years

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college rigorously adheres to the evaluation guidelines issued by the affiliating University. All official notices about such examinations are posted on the college's official website. The college authority forms a committee to be in charge of creating a subject-wise exam timetable for the departments. The examination method involved the setting of question papers, the assessment of answer scripts within a given time frame, and the submission of results. The grades for attendance and tutorials are also uploaded by the professors. In case of any error in this process, the college authority and all the departments also ensure immediate action. The correct information is forwarded to the University within stipulated time as per University notifications.

Due to the COVID - 19 pandemic in 2020-21, the full internal assessment evaluation was done online. Teachers used a dedicated examination portal provided by our service provider to complete assessments. Uploading of question papers and submission of answer scripts were successfully done through this portal. Apart from a ten-mark internal test conducted by following the guidelines of University of Calcutta, students are regularly assessed through online interactions. Remedial steps are also taken by the teachers for the weaker students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college ensures that all students are treated impartially during the evaluation and assessment process. The students report all examination-related grievances to the Head of the concerned Department. The majority of examination-related complaints are received after the University of Calcutta announces the results. Immediate steps are taken to correct errors. The respective HODs extend their sincere effort regarding submission of the correct information to the University of Calcutta. When there are concerns with erroneous award lists, the college authorities contact the affiliating university and work out a solution. Relevant documents/testimonials are provided by the students to the college authority for a faster solution. All internal examination-related issues are monitored on a regular basis and a close and continuous communication is maintained with the University of Calcutta.

Furthermore, if a student raises any concerns about the conduct of an internal examination, the professors pay special attention to the student's complaints.

During Covid times all online university examinations were conducted through a link generated in the college website only for the said purpose. The students could download question papers and upload the scanned copy of answerscript through the same link.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The programme/course outcome along with the syllabus of each department is available on the college website. The details of the programme/course outcome are communicated to the students through their orientation programme so that students know the objectives of the programmes and can decide which programme suits them best.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attained by PO/CO mapping

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year**1377**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

https://ajcbosecollege.org/naac_sss/administrator/final_report.php?session=2021-22

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****6.1**

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**1**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****1**

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****13**

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

To instill a sense of social responsibility amongst the staff and particularly the students during the Covid lock down the students of the college were motivated to take part in different extension activities relating to social welfare.

Under the supervision of our National Service Scheme (NSS), the students also distributed masks and sanitizers to the needy people in a Arupota village area in North 24 parganas, West Bengal.

The student wing of the college arranged the distribution of food to the people with limited means during the lock down..

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

43

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

It is a constant endeavor of the College authority to provide our students

with the best possible facilities including infrastructure and other amenities

conducive to learning.

The infrastructure of our esteemed college is undergoing a dramatic transformation with the new college building coming up and thus includes 33 spacious Classrooms at present.

Each classroom is properly ventilated.

We have a total 20 ICT enabled and one smart classroom. The laboratories (22 nos.) include Computer Science, Chemistry, Physics, and Bio Science labs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

There are Seminar halls,

An auditorium

a games and indoor Sports Room Arena comprising of table tennis, carom boards etc.

The college uses the Calcutta University ground to conduct its annual sports but due to covid annual sports could not be conducted.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

20

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

30.54

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The College library is fully computerised and partially digitized. Day to day operations of the Library is managed by an Integrated Library Management Software namely KOHA. Library is maintained by Security Solutions AMC of KOHA software. The college maintains a large library with a wide variety of books from different streams. Apart from this the library also provides access to journals, periodicals and magazines, both online and in print.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
0.0599	
File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
577	
File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	

The college campus is WiFi enabled (Bandwidth 150 MBPS). The Upgradation of the computer systems is generally done on quarterly basis. Hardware and Software maintenance of computers and accessories, laptop projectors, CCTV and biometry are done by Speed Computer and Services through renewable Annual Maintenance Contracts.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

190

File Description	Documents
Upload any additional information	View File
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

24.07

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Each laboratory is placed under the care of the departmental HODs and the lab attendants. They ensure that all the lab-stocks, equipment and instruments are properly maintained. If certain equipment or instruments start malfunctioning, they are immediately replaced or repaired.

The support-staffs comprise of sweepers who are responsible to keep the classrooms and corridors clean at all times during the day.

The ACs are serviced every year, which keeps them in top shape and working condition

throughout.

Each teacher is competent enough to work with ICT facilities.

The Upgradation of the computer systems is generally done on quarterly basis.

Hardware and Software maintenance of computers and accessories, laptop projectors, CCTV and biometry are done by Speed Computer and Services through renewable Annual Maintenance Contracts.

The elevator Annual Maintenance Contracts (AMC) is with Thyssen krupp Elevator Company.

.Website maintenance is done by Right Brains Technology Pvt. Ltd,

Biometric system is with Speed Computers.

The Aqua guards are maintained through AMC by Eurrka Forbes.

Library is maintained by Security Solutions AMC of KOHA software. The college maintains a large library with a wide variety of books from different streams.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

82

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

4176

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above
File Description	Documents
Link to institutional website	https://ajcbosecollege.org/webportal/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
2683	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
2683	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Our College has a vibrant Cultural Committee that organizes events throughout the year, and in turn, enables students to be exposed to the rich and diverse cultural heritage of India, provides a platform both to the students and the staff (teaching and non-teaching) for displaying their creativity and talents. The College has a Students' Common room where students can emerge in co-curricular activities at their will.

The Students' Union organizes various cultural programmes and competitions in the form of debate, drama, music, elocution, drawing, short story writing, etc.

The constructive relationship between the union and the administration fosters a healthy atmosphere conducive to serious studies and research. The Students' Union functions to ensure discipline in the college. Critical inputs are carefully heeded by the Students' Union and it co-operates with the administrative body of the college to provide allround development of the students.

The College has a long history of social service in different forms. The following programmes are being held annually: Independence Day (15th August), Netaji's Birth Day (23rd January), Republic Day (26th January), Bhasa Dibas (21st February), Science Day (28th February), Earth Day (22nd April), Rabindra Jayanti (9th May), World Environment Day (5th June), , College Foundation Day (10th August), Teachers' Day (5th September) etc

The mathematics department of the college published online magazine N- dimension on 5th September 2021

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1hiPhl8Z_5FqjjmhxKq3cY55Ps-N-dLMA/view?usp=drivesdk
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni association was registered after a long drawn process . However, due to the lockdown Alumni activities could not be initiated.

File Description	Documents
Paste link for additional information	http://ajcbosecollege.org/alumni.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Decentralization : The institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system.

1. Principal Level : Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, administrative and student related policies

2. Faculty level

Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body, in the IQAC and other committees. The composition of different committees is changed every other year to ensure a uniform exposure of duties for academic and professional development of faculty members. (link for list of subcommittees)

Functional level:

Faculty members share knowledge among themselves, students and staff members while working for a committee. Principal and faculty members are involved in joint research and have published papers

Operational level: The Principal interacts with government and external agencies faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co- and extracurricular activities.

File Description	Documents
Paste link for additional information	https://ajcbosecollege.org/webportal/website/pages/vision-mission
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Participative management :

The institution promotes the culture of participative management

at the strategic level, functional level and operational level.

Strategic level:

The Principal, governing body, Teachers council and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc

• **Functional level:**

Faculty members share knowledge among themselves, students and staff members while working for a committee.

Operational level:

The Principal interacts with government and external agencies faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co- and extracurricular activities.

There are various subcommittees to control the different academic and administrative

factors for smooth functioning of the institution.

File Description	Documents
Paste link for additional information	https://ajcbosecollege.org/webportal/website/pages/sub-committees
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College has an inclusive approach to address various learning needs of students. To ensure this, the college takes Remedial Classes with aim to cater to the needs of students of all backgrounds and acumen. various events are organised to promote learning at various levels. Following are the activities organised

by the College: The Peer Study Program aimed at giving a platform to fast learners at the Department level. In this program fast and slow learners were engaged in an interactive process of discussions under supervision of teachers. Recorded lectures on difficult topics uploaded on YouTube/LMS to assist slow learners/non-performing students. The departmental teachers ensure an inclusive participation from both slow and fast learners together.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://eshikshak.ajcbosecollege.org/
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram of the College reflects its democratic character and shared responsibilities. The college functions under the directives and policies of the UGC and University of Calcutta. The Governing Body looks into administrative and financial matters and also appoints the Bursar. The Principal supervises and manages the overall functioning of the college and is also the ex-officio chairperson of the Teachers Council. The IQAC is in charge of the quality enhancement of the teaching-learning process. The Academic Coordinators review the academic process and undertake audits of the departments. The Heads of the Department supervise all matters of their respective departments. The Bursar oversees all the financial matters. The librarian supervises the functioning of the library with the help of the Library Committee. The Public Information Officer deals with requests related to RTIs. The Administrative Officers from administration and accounts section are in charge of their respective departments.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://ajcbosecollege.org/webportal/website/pages/governing-body
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has effective welfare measures for both teaching and non-teaching staff and are listed below:

Welfare measures for Teaching staff:

Health Scheme by Govt. of West Bengal (West Bengal Health Scheme: WBHS)

Membership and loan facility from College Cooperative Credit Society Ltd.

Welfare measures for Non-Teaching staff:

Membership of Group Insurance

Employees' Provident Fund Organization

Membership and loan facility from College Cooperative Credit Society Ltd

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance appraisal system for the full time (substantive post) teaching staff of College is governed by UGC- Career Advancement Scheme (CAS) guidelines. This is based on the Performance Based Appraisal scheme proforma submitted by the faculty seeking

promotion. The proforma considers an individuals teaching-learning related contributions, research related activities, examination and evaluation related engagements, support in administrative tasks. On successful performance in each of the stipulated criterion, promotion is granted to the faculty member. To facilitate the process & ensure its smooth functioning, the college has constituted a dedicated committee for CAS.

Appraisal for the non-teaching staff :

A separate standardized appraisal form is utilized for the purpose of performance appraisal of the non-teaching staffs of the college. Every year, the HODs fill up the form to evaluate the performance of the NTS. The criteria for evaluation comprises of job knowledge & skills, quality of work & compliance to deadlines, interpersonal skills, planning & organisation, decision making, initiative & safety measure. Taking into consideration performance of each employee, employee centric interventions are planned and executed to enhance their performance further.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts internal audit regularly.

External financial Audit is done by Government recruited Auditor

Internal Audit is done by

Deepak Agarwal Associates

Chartered Accountants

156A, Lenin Sarani

F 84 Kamalalaya centre

Kolkata 13

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources**Mobilisation of funds**

Acharya Jagadish Chandra Bose College receives major funds from UGC, Higher Education Department, Government of West Bengal, etc.

Funds are also generated from students' fees, self-financed and certificate courses,

Funds are also mobilized from various government and sources like Science and Engineering Research Board (SERB) for research and projects.

Funds are received from government agencies, private donors, alumni and members of teaching staff for scholarships of students.

Utilization of funds

Development & Building Committee, Purchase Committee and Library Committee help in the preparation, allocation and utilization of funds.

Purchases are done through a tender system.

All transaction is supported by the vouchers and bills are processed by the accounts section, the Bursar and the Principal.

Collections are deposited in the bank and expenditure, recurring and non-recurring, are incurred through Cheques/Electronic mode.

Tally Software is used Fees received from students are used for development and payment of salary to staff Documents and are properly audited.

Physical and academic facilities like library, laboratories, IT infrastructure and Sports are strengthened.

Online Workshops, seminars, Guest lectures, virtual field trips are organized.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC plays active role in assuring quality in almost all processes and strategies of the college. The two such practices that have evolved significantly are:

1. The departments are continuously encouraged by the IQAC to organize seminars/talks by experts of various fields in respective subjects. The departments are also helped by the IQAC to select seminar topics. Under the umbrella of IQAC, organization of seminars for benefit of both students and teachers is a regular happening in the college. In this time of pandemic, the departments have organized many webinars with guidance and assistance from the IQAC and it has managed to host recordings of all these webinars on YouTube.

2. The career advancement of teachers is a mandatory exercise. This is directly related to the betterment of the academic ambience of the college. IQAC proposed a committee of able and senior teachers, and the college administration has endorsed the proposal. Now the committee checks the career advancement related documents, their organization etc. to make the applications flawless. The IQAC finally checks the applications before they are submitted. This exercise has drastically reduced the delays in career advancement of teachers of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The faculty members of each department meet at the beginning of each academic session for term-wise allocation of syllabus assignments, contents, fixing dates for the term-end tests and preparing the academic calendar of that session.

Since the inception of the CBCS system introduced by CU at UG level, college follows Continuous Evaluation System through Internal Assessment, Tutorial and Project Work.

The departments organized students' seminars, workshops in online mode. Heads of the Departments took care of day to day student support as and when needed. Regular reports are prepared and submitted to IQAC. Technology-enabled Teaching Learning process practised in college. LCD projectors and overhead projectors are used for teaching regularly. Almost all the Honours departments organized State/National Level webinars. The departments also arrange e-classes for the Honours students. Multiple choice questions are also set in the class tests to encourage the students to read the text books thoroughly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Special lectures on gender sensitization: Webinar on Human (young Girl) trafficking and Safe migration : An Insight ,was organised by the IQACon 24th September 2021,

The formation of Women's Cell for the redress of grievances of girl students have served an important purpose of providing a platform for girl students to freely participate, voice their opinions and express their issues, which has actively favored promotion of gender equality. To ensure safety and security, CCTV cameras have been installed in the college. Separate Common Room facility is also setup for girl Students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	safety security, common room, ICC, Women Cell

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste is collected on a daily basis from various sources and is separated as dry and wet waste. Color coded dustbins are used for different types of wastes.

Daily garbage is collected by housekeeping personnel and handed over to authorized personnel of KMC. All wastewater lines from toilets etc. are connected with municipal drainage mains.

Waste material like plastic, papers are collected and sold out to vendors. Efforts have taken to produce compost manure from the waste from other sources and efficiently run by the students. Manure is used for the purpose of organic gardening.

Waste related to life science departments of our college are autoclaved and discarded.

The E-waste collected is stored and disposed every year by Hulladek accordingly. Empty toners, cartridges, outdated computers

and electronic items are sold as scrap to ensure their safe recycling. Old monitors and CPUs are repaired and reused.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and

C. Any 2 of the above

energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The College embraces, all irrespective of caste, creed, race, religion and language scrupulously avoids any measures that has the least potential of fostering the sense of 'otherness'- culture or otherwise. It is just as well to mention a few scenarios that emphasize the ideal. The classes, dormitories and playgrounds are indeed an eclectic mix of various strata of the society. However, their diverse economic backgrounds do not stand in the way of their uniform sense of belonging to the College as children of the same family. The student functions held in the College are opportunities to bring in close juxtaposition the talents from diverse cultures.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Human Values and Professional Ethics Values are our guidelines for our success—our paradigm about what is acceptable.

They form the basis for all our thoughts, behaviours and actions. We believe that our students need to understand the universality of various human values, to have a definite and common program for value education. Only then can we be assured of a happy and harmonious human society.

Our institution aims to imbibe a strong sense of value and ethics which would eventually make our students not only better citizens but also amicable, well behaved and cooperative individuals to work with.

The teachers help them students to build emotional resilience (often through arranging lectures on relevant topics) on teaching of Vivekananda, Rabindranath and other such great personalities) so that they may emanate positivity even when faced with trying conditions.

Our efforts are always directed to ways and means so that our students may differentiate between the social conventions about right or

wrong conduct and should be able to define, analyse, evaluate and resolve moral problems and develop moral criteria to guide human behaviour. Professional ethics are principles that govern the behaviour of a person or group in a business.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Independence Day (15th August), Netaji's Birth Day (23rd January),

Republic Day (26th January), Bhasa Dibas (21st February), Science Day (28th February), Earth Day (22nd April), Rabindra Jayanti (9th May), World Environment Day (5th June), Sir J.C. Bose Birth Anniversary (30th November), College Foundation Day (10th August), Guru Pranaam(5th September) etc were all celebrated online.

Online magazines were published by The Department of Mathematics (N Dimension) and Department of Teacher Education.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice -1

A. J. C. Bose College Employee's Cooperative Credit Society

Goal: The cooperative was initiated to provide ready financial assistance to the staff of the college as and when required.

The Context : The financial requirement (maximum Rs.500,000) of any staff can be met within a very short period of time without much formalities and also at a much lower rate of interest than any bank or outside agency.

The Practice: An employee of the college has to make a one-time deposit of a fixed amount as share capital in the cooperative account. Additionally, the employee of the college has to deposit a nominal amount around Rs 500, every month as thrift fund and in turn becomes eligible to get a loan of maximum Rs 500000 which is payable by EMI (which is deducted from their salary account) over 90 months. The Cooperative is registered under the West Bengal Cooperative Registration Act and the accounts are audited every year by Govt. appointed Auditors. Evidence of Success :

Problems Encountered : The cooperative is run and maintained by the Board of Directors (who are employees including teachers and support staff , elected every 6 years). Due to constraint of academic activities the board of directors have difficulty in holding meetings on a regular basis.

Best Practice 2

Title of the practice : National Service Scheme (NSS)

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

ACHARYA JAGADISH CHANDRA BOSE COLLEGE Institutional Distinctiveness Award for Academic Excellence

In order to specially acknowledge the hard work, perseverance and diligence of our students in achieving their academic goals, the Teachers' Council of our College organises an Academic Excellence Award Program every year (since 2016).

Primary Objective:

To celebrate the success of our students, while providing the required impetus and encouragement to our students to do well in the University Examination.

The Program:

The award is given to the College topper in the University Examination of each and every course offered by the College. Total number of awards being 13. The awardees are presented with a medal, a certificate and a small gift as a token of appreciation in recognition of their hard work. The awards are handed over in a ceremony where the parents of all the awardees are invited. This resulted in a healthy competition amongst the students and eventually improve the overall university results for most departments. The awards are arranged from the Teachers' Council Fund which is accumulated by deducting a certain amount every

month from the salary of all permanent teachers. The event is the result of a unanimous resolution adopted at a meeting of the Council.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Future Plans Academic:

- Introduction of B.Sc. Honours programmes in Zoology, where till date only General classes were being held.
- Introduction of P.G. courses in Mathematics and English.

- Quality development in online classes and online examination pattern in the midst of Covid-19 pandemic situation, that includes wide scale usage of Google Meet, Zoom, Webex, Microsoft Teams platforms.

- Introduce online Value added courses, Certificate courses and Skill Development programmes.

- Organizing Academic Webinars by reputed scholars/academicians in collaboration with National and International Institutes to enrich teachers and students alike.

- Conduct webinars on IPR.

- To provide the facility for e content development to teachers.

- Redesigning the Feedback system involving the spectrum of stakeholders

- Signing new MOU (Memoranda of Understanding) with Industries and Academic Institutions Infrastructural:

- Completion of construction of the new college building as an extension of the existing one. New classrooms with all infrastructural facilities need to be constructed.

- Construction of a safety enclave for inflammable chemicals.
- Functioning of the College Library and other departments ensuring proper safety and sanitization measures owing to the on-going Covid-19 pandemic situation.

Quality Initiative:

- Organizing online/offline workshops for other institutes in relation with NAAC accreditation procedure and NIRF data processing. Social Initiative :
- To make arrangements so that the college can act as a Covid vaccination centre for state Government.
- Conduct social outreach schemes to help the masses in this hour of crisis.