Yearly Status Report - 2016-2017

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 own campus	**Yes**
Phone no/Alternate Phone no.	**03340015413**
Mobile no.	**9433628810**
Registered Email	**info@ajcbosecollege.org**
Alternate Email	**purnamaityncc@gmail.com**
Address	**1/1B A J C Bose Road**
City/Town	**Kolkata**
State/UT	**West Bengal**
Pincode	**700020**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Shampa Khasnobis**
Phone no/Alternate Phone no.	**03340015413**
Mobile no.	**9830670306**
Registered Email	**shampa.khasnobis@gmail.com**
Alternate Email	**ajcbciqac2@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.ajcbosecollege.org/AQAR/AQAR1516.pdf
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.ajcbosecollege.org/notice/2016/calender-col-1-16.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**1.89**	**2009**	**29-Jan-2009**	**31-Dec-2014**
2	**C**	**1.83**	**2016**	**05-Nov-2016**	**04-Nov-2021**

6. Date of Establishment of IQAC	**17-Dec-2013**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Seminar on Academic and	**22-Jun-2016**	**33**

Administrative Quality Enhancement	1	
No Files Uploaded !!!		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Chemistry	MRP	UGC	2017 2	150000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	6
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

MOU with George Telegraph

MOU with Hulkadek for E-waste Management

Parent Teacher Meeting

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

Plan of Action	Achivements/Outcomes
Academic Calender	List of Holiday, College Activities including Exam Schedule

Quality Enhancement Programme	Seminar on Academic and Administrative Quality Enhancement by Dr. Tanweer Alam Mazhari
Lesson Plan by Teachers	Students informed about Teaching schedule beforehand
College Website Upgraded	All information to Stakeholders made available online
Tutorials & Remedial Class	Better University result for weaker students
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
IQAC	**20-Aug-2019**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**26-Sep-2016**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2017**
Date of Submission	**30-Mar-2017**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Admission procedure is totally online. Application forms for admission are uploaded on the website. Selection of candidates is done based on the credit scores calculated on the basis of merit, by the respective Departments. Reserved category students are also selected in the same way as per government rules. Student information is available on the website. All relevant information regarding the College notices and announcements are uploaded on the website. Marks obtained by students at all College Examinations are entered into the college website by the teachers. Fees can be paid online/offline in the bank Students are**

notified via text messages about admission and academic issues. Likewise notifications via text messages are also made for staff members. Information is disseminated through college website. The College has an online human resource management system developed indigenously by a Faculty member of the Physics Department. Staff can avail their respective leave record, pay slip and other service related information online. Finance Accounting with bank is conducted online. Ledger records are maintained electronically through Tally. Students evaluate teachers through feedback system and outcomes are evaluated and analyzed.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The College has a mechanism for effective, documented curriculum delivery. However, upgradation of the syllabi is done at the University level. At the commencement of each academic year, every teacher provides the students with individual lesson plan with schedule for each course. 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.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting	Programme Specialization	Date of implementation of

CBCS		CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year		
	Certificate	Diploma Course
Number of Students	**0**	0

1.3 – Curriculum Enrichment

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

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

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	**Biological Science Field Project**	**35**
BEd	**Excursion and Field Project**	**50**
BSc	**Environmental Science Field Work**	**69**
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
Feedback by students of all batches is taken, analyzed and clarified if need be, for quality enhancement in teaching methodology. Observations on general trends are also made. A selfappraisal is prepared by each teacher. Need based intervention by the Principal is made when the Principal meets the teacher concerned behind closed doors and tries to analyse the situation on a one to one basis. Efforts are made to motivate parents to process feedback forms on the College.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled

BA	English Honours	81	387	91
BA	Bneglai Honours	15	46	7
BA	Hindi Honours	27	123	36
BA	B.A. General	158	414	141
BSc	Physics Honours	61	344	36
BSc	Chemistry Honours	48	263	32
BSc	Mathematics Honours	81	258	43
BSc	B.Sc. General	178	349	75
BCom	B.Com. Honours	319	983	293
BCom	B.Com. General	238	670	203
BEd	Teacher Education	50	682	50

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1007	0	23	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
88	20	11	7	1	0

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

There is a tutorial system in some departments where teachers act as academic mentors. The teachers also offer counseling to those seeking personal help. Needbased academic mentoring is also show available where teachers help the students by personally dealing with them.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3417	43	0

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled during	No. of faculty with

positions			the current year	Ph.D
39	23	16	0	18

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous evaluation is carried out throughout the year through regular tests, objective tests, projects, student paper presentations, seminars, etc. Some departments take regular, weekly tutorials. Remedial instruction is given to slow learners and challenged students. Midterm tests and Selection examinations help to prepare the students for University Examinations. Corrected answer scripts are shown to the students for scrutiny. The teachers give suggestions and train the students for better scoring in forthcoming examinations by expressing themselves more appropriately in response to questions. Group assessment is conducted by teachers when students are assigned group presentations on curricular and cocurricular, academic topics. The University enables students to apply for reevaluation of University answer scripts.

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

As an affiliated college, the Calcutta University calendar is adhered to. In addition to this, an Academic College Calendar is prepared by the Academic Sub Committee and IQAC and printed which contains a list of all the interactive and innovative programmes to be conducted by the college, both at the faculty and student level. Detailed schedules with dates are given for MidTerm and Selection Examination. Students prepare for these examinations accordingly. Each member of the staff and student community receive a copy of the college calendar to enable them to plan for activities.

2.6 – Student Performance and Learning Outcomes

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

http://www.ajcbosecollege.org/NA2016

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students	Number of students passed	Pass Percentage

			appeared in the final year examination	in final year examination	
ENGA	BA	English Hons	10	10	100
HINA	BA	Hindi Hons	4	3	75
BNGA	BA	Bengali Hons.	2	2	100
BAGEN	BA	B.A. Gen	55	55	100
PHSA	BSc	Physics Hons	10	10	100
CEMA	BSc	Chemistry Hons.	7	7	100
MTMA	BSc	Mathematics Hons.	9	9	100
BSCGEN	BSc	B.Sc. Gen.	90	90	100
BCOMH	BCom	B.Com. Hons	133	90	68
BCOMG	BCom	B.Com. Gen	203	203	100
BEDN	BEd	B.Ed.	50	50	100
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2.7 – Student Satisfaction Survey

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

http://www.ajcbosecollege.org/na_sss_2016

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	2	UGC	280000	150000
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	**0**	**0**

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

Name of the Department	Number of PhD's Awarded
Bengali	**1**

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Chemistry	**4**
Mathematics	**4**
Zoology	**1**
B. Ed.	**21**
Hindi	**10**
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

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

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	**0**	**7**	**0**	**0**
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

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

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
View File				

3.5 – Collaborations

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

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

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
George Telegraph	26/08/2016	Communicative English	0
Hulladeck	05/09/2016	e waste management	54

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
15	14.15

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
WebBased	Partially	indigenous	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13378	4158832	181	50058	13559	4208890
Reference Books	841	208275	23	8651	864	216926
e-Books	115000	0	101000	19725	216000	19725
e-Journals	7000	0	13000	0	20000	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	48	10	48	5	2	11	32	100	0
Added	7	3	7	0	0	4	3	50	0
Total	55	13	55	5	2	15	35	150	0

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

150 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
13.13	13.33	8.18	11.92

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

The Upgradation of the computer systems is generally done on quarterly basis. To fulfill the emergency demands, individual system upgradation is carried out keeping in mind the need for update, deployment and maintenance of the computers in the institution. 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 indegenously. , Biometric system is with Speed Computers. The Aqua guards are maintained through AMC by Eurrka Forbes. Library is maintainted by Security Solutions AMC of KOHA software.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Freeship	181	904000
Financial Support from Other Sources			
a) National	Minority scholarship , Kanyasree	37	675000
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Tata Consultancy Services	57	23			
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Sports	College	352
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5.3 – Student Participation and Activities

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

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

Student representation in administration is achieved through student membership in the Governing Body as well as in the IQAC. The student representative can voice their views and opinions and other related student matters in the respective meetings. The Student Council is very active and responsible for all student activities throughout the year. They also act as the liason between the Principal, faculty and the student body as a whole. They sit in at meetings and their suggestion are given due consideration.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

157

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Science Experiment Demonstration by Krishnendu chakrabarty, Alumnus dept of Physics, 2015

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Admission Committee counsels prospective candidates for admission before the Application Forms for admission are released The Admissions Committee (for admissions) involves all members of the staff who cooperate and work at different levels. They also sit in at interface meetings and meet parents and students prior to admission. Planning Board (for financial planning and implementation) involves the participation of teachers and nonteaching staff. Every grant to the college is discussed in this Board. Budgets for each department at the beginning of the academic year is prepared and discussed at the purchase committee and passed in the Finance committee. The Library committee prepares and plans for the book budget with individual departments. There is a Building Committee formed as per UGC guidelines with members from faculty, architects, engineers, contractors and office staff to assist with the planning and execution of vertical extension of the college and planning for infrastructure associated with the new wing.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admission of Students: The procedure for online admissions was refined. Information from application forms for admission was used for the filling up of University Registration and Examination Forms. The admission procedure was speeded up and involved all staff members.
Curriculum Development	Curriculum Development: Curriculum is set by the University. Academic mentoring of students is done by the teachers.
Teaching and Learning	Teaching and Learning: Workshops, seminars, regular use of ICT in classrooms contributed to enhancement of TeachingLearning. A Language Lab for the B.Ed. students has been set up.
Examination and Evaluation	Results of internal examinations are published online. Parentteacher meetings are conducted for students who have low attendance and are those who have not performed well in college.
Research and Development	Research and Development: The Research Cell holds regular meetings and programmes and presentations to broaden the academic perspectives through presentations of research done by students and faculty.
Human Resource Management	Human Resource Management Online HRMS designed and implemented indigenously. All staff can have access to information regarding leave, and other service record, online, through individual login password.

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

E-governace area	Details
Planning and Development	Egovernance in areas of operations: Planning and Development There is a Building Committee with members from faculty, an architect, an engineer, contractor, teachers and office staff to assist with the planning and execution of vertical extension of the college, planning for infrastructure associated with the new wing.
Administration	Administration MIS is in place. The website displays notices before admission. As admission is carried out online all information regarding it is

	published from time to time on the college website. Most of the Accounts documentation and student information is digitally maintained, likewise.
Finance and Accounts	Financial planning and implementation involves the participation of teachers and nonteaching staff. Every grant to the college is discussed in meetings. Budgets for each department at the beginning of the academic year also form part of the discussions. The Library committee prepares and plans for the book budget with individual departments. TALLY is used to maintain office accounts. Student Support: The Student Council liaison between the students and the staff. Academic support is provided to weak students. The Library welcomes students for reference and study. Books are also made available to students through the Departmental libraries. Student's Health Home. Financially challenged students receive full or half fee waiver depending on the financial condition of the incumbent. The Freeship committee selects candidates on the basis of their application and after personally meeting the incumbents/

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Couse	1	02/07/2016	22/12/2017	21

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff Cooperative Credit Society	Staff Cooperative Credit Society	Health Scheme

6.4 – Financial Management and Resource Mobilization

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

Finance and Accounts : Financial planning and implementation involves the participation of teachers and nonteaching staff. Every grant to the college is discussed in meetings. Budgets for each department at the beginning of the academic year also form part of the discussions. The Library committee prepares and plans for the book budget with individual departments. TALLY is used to maintain office accounts. Student Support: The Student Council liaison between the students and the staff. Academic support is provided to weak students. The Library welcomes students for reference and study. Books are also made available to students through the Departmental libraries. Student's Health Home. Financially challenged students receive full or half fee waiver depending on the financial condition of the incumbent. The Freeship committee selects candidates on the basis of their application and after personally meeting the incumbents/

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		

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6.4.3 – Total corpus fund generated

6751551

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No			
Administrative	No			

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

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

The college completed its second cycle and got accredited in December 2016. So post accreditation initiatives have just begun.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Womens Day	08/03/2017	08/03/2017	46	34

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

Percentage of power requirement of the University met by the renewable energy sources
The students are required to do a project on environmental Science based on practical field work which is a part of their curriculum so that they become aware and conscious of the various environmental issues. A solar Gate light has been installed

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	3000
Ramp/Rails	Yes	11
Rest Rooms	Yes	11

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva	Number of initiatives taken to engage with and contribute to	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

ntages	local community				
No Data Entered/Not Applicable !!!					
No file uploaded.					

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Plastic free campus Non Smoking campus Minimise waste Minimize water consumption Gutka free zone

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Award for Academic Excellence by the teachers council Best Practice 1 Title of the practice : Award for Academic Excellence 1. Goal: To encourage students to do well in the University Examination. 2. The Context : To utilize the funds of the Teachers' Council for a noble cause. 3. The Practice: 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. 4. Evidence of Success : This resulted in a healthy competition amongst the students and eventually improve the overall university results for most departments. 5. Problems Encountered and Resources Required :Since the award was the result of a unanimous resolution of the teacher's council, little or no problem was encountered in introducing it. 2. Indigenously developed Online Human Resource Management System Best Practice 2 1. Title of the practice : Online Human Resource Management System 2. Goal: To make all service related data available online to the respective staff of the college. . 3. The Context Online availability and storage of data saves paper (ecofriendly) and space. Moreover, data can be accessed anytime from anywhere. 4. The Practice : Software for HRMS was developed indigenously by Dr. Santanu Laha, Associate Professor in the Department of Physics of our college. The system has been running successfully from 2013 till date. 5. Evidence of Success : Both academic and administrative staff of the college can view their leave statements, salary statements, PF statements and all other service related personal data for their entire service period by logging on to their respective accounts. The account can be accessed by entering their user ID and password to maintain privacy of personal data. 6. Problems Encountered and Resources Required : As the software was prepared indigenously and free of cost, no problems were encountered as such. 7. Notes(optional) 8. Contact person: Name of the Principal : Dr.Purna Chandra Maity Name of the Institution : Acharya Jagadish Chandra Bose College City : Kolkata Pin Code : 700020 Accredited status : NAAC accredited in 2016 Work phone : 03322825181 Website :www.ajcbosecollege.org Mobile : 09433343919 Fax: 03322821362 Email info@ajcbosecollege.org

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

institution website, provide the link

7.3 – Institutional Distinctiveness

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

> The Institution caters to a diverse section of students belonging to different caste creed and religion. A good number of students come from the minority section, specially minority women.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

#To develop and continue the construction of the college building to enhance the infrastructural facilities (need of the hour) # To initiate faculty exchange programmes # nTo improve the feedback system and its process of analysis, # To conduct faculty development programmes