Yearly Status Report - 2018-2019

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	**purnachandramaityncc@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	**ajcbciqac2@gmail.com**
Alternate Email	**shampa.khasnobis@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.ajcbosecollege.org/AQAR/AQAR1718.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/academic_calender_2018-2019.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 Carre Advancement Scheme of	**29-Sep-2018** **1**	**31**

Teachers		
Workshop / NAAC : New Methodology of Assessment and Accreditation	18-Apr-2019 1	64
Academic and Administrative Audit	26-Jun-2019 3	115
Green Audit	22-Nov-2019 1	3000
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Md. Afsar Ali	Major Research Project	ICSSR	2017 730	320000
Dr. Bibekananda Maji	Major Res Project	SERB	2018 1095	610000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**5**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Members of IQAC hold formal meetings and even informally they meet with each other in regular interval to especially monitor the teaching quality and research based work culture of the college.

IQAC took the initiative to conduct an external Academic and administrative audit of the departments and office to enable to function them better.

In its endeavour to have an eco friendly campus, IQAC took the initiative to conduct Green Audit as per UGC regulations.

IQAC of this college pays sincere attention for the authentication of the data provided by the incumbent applying for CAS. This year screening of eight faculty members have been organised in the college itself, and their respective files have been sent to Department of Higher Education for administrative approval.

Arranging a Workshop on NAAC : New Methodology of Assessment and Accreditation and a seminar on Carrier Advancement Scheme of Teachers.

[View File](#)

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
To conduct Academic and administrative Audit	Academic and administrative Audit was conducted by external auditors who were reputed academicians from other universities
To conduct Green Audit	Green Audit was conducted
To fully digitize the library	Digitization is under process but not yet completed
Arrange at least one quality related seminar	A Workshop on NAAC : New Methodology of Assessment and Accreditation was conducted by the IQAC
To improve the infrastucture of the college	e Tendering for the construction of the New Building has been initiated.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Body	02-Sep-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	2019
Date of Submission	28-Feb-2019
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(SMS) 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, up-gradation of the syllabus 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/entreprene urship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	None	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Physics (Hons)	01/07/2018
BSc	Chemistry (Hons)	01/07/2018
BSc	Mathematics(Hons)	01/07/2018
BSc	B.Sc General	01/07/2018
BA	English (Hons)	01/07/2018
BA	Bengali (Hons)	01/07/2018
BA	Hindi (Hons)	01/07/2018
BA	BA General	01/07/2019
BCom	Accountancy (Hons)	01/07/2018
BCom	Marketting (Hons)	01/07/2018
BCom	B. Com General	01/07/2018

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
None	Nill	Nill
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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 sciences Field work	41
BSc	Environmental Science Field Work	64
BEd	Excursion and Field Project	50
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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	Yes
Parents	Yes

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

Feedback Obtained

Students give feedback on the curriculum as well ason the institutions responsibility in transacting the curriculum. 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 self appraisal 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	B.A.(General)	148	532	246
BA	Hindi(Hnons)	27	126	40
BA	Bengali(Hons)	15	52	11
BCom	B,Com (Hons)	400	1363	481
BSc	Physics (Hons)	61	213	53
BSc	Chemistry(Hons)	48	46	199
BSc	Mathematics(Hons)	81	313	81
BA	English(Hons)	81	445	104

BCom	B.Com (General)	238	760	362
BSc	B. Sc (General)	252	373	155
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2843	Nill	31	Nill	92

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
92	26	14	7	2	Nill
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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. Need-based 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
3439	31	1:111

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
38	31	7	4	23

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
2018	Bibekananda Maji /National Level SERB (DST)	Assistant Professor	Teachers Associateship for Research Excellence
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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
BEd	BEDN	2018-2019	Nill	Nill
BCom	BCOMG	2018-2019	Nill	Nill
BA	HINA	2018-2019	Nill	Nill
BA	ENGA	2018-2019	Nill	Nill
BA	BNGA	2018-2019	Nill	Nill
BA	ENGA	2018-2019	Nill	Nill
BSc	BScGen	2018-2019	Nill	Nill
BSc	MTMA	2018-2019	Nill	Nill
BSc	CEMA	2018-20192018-2019	19/04/2019	10/07/2019
BSc	PHSA	2018-2019	19/04/2019	10/07/2021
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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://ajcbosecollege.org/Course_Programme_outcomes.pdf

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage

Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
BSc Gen	BSc	B.Sc Gen	77	77	100
MTMA	BSc	Mathematics Hons	15	15	100
CEMA	BSc	Chemistry Hons	7	7	100
PHSA	BSc	Physics Hons	20	19	95
BEDN	BEd	B.Ed	50	50	100
ENGA	BA	English Hons	27	26	96
BNGA	BA	Bengali Hons	3	3	100
HINA	BA	Hindi Hons	13	12	92
BCOMH	BCom	B.Com Hons	368	365	99
BCOMG	BCom	B.Com General	264	259	98
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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://ajcbosecollege.org/naacsss/administrator/chartjs.php?session=2018-19

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	730	ICSSR	8	3.2
Major Projects	1095	SERB	18.3	6.1
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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
nil		

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

Nil	Nill	Nill	Nill	Nill

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nill	Nill	Nill	Nill	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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
Hindi	1
B.Ed	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)
National	Physics	1	Nill
International	Physics	5	Nill
National	Chemistry	3	Nill
International	Chemistry	8	Nill
International	Mathematics	11	Nill

[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
Mathematics	11
Chemistry	11
Physics	6

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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
Nill	s	Nill	Nill	Nill	Nill	Nill

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	12	Nill	Nill
Presented papers	10	12	Nill	Nill
No file uploaded.				

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
NSS week long Special Camp	R N TagoreSuperSpeciality Hospital , Pidilite	23	55
World Environment Day	University of Calcutta	4	67
Blood Sugar and Eye testing Camp	SVS Marwari Hospital	11	41
Blood Donation Camp	Life Care	8	37
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nill	Nill
No file uploaded.			

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
Swachh Bharat	College	Cleaning Campus Cleaning	4	45
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
nil	00	nil	00

No file uploaded.

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
Nil	Nill	Nill	Nill	Nill	Nill

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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
Nil	Nill	Nill	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
200	173

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Campus Area	Newly Added
Seminar Halls	Newly Added

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	Nill	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13978	4246793	702	162870	14680	4409663
	864	216926	Nill	Nill	864	216926

Reference Books					
e-Books	3135000	5900	Nill	Nill	3135000	5900
e-Journals	6000	Nill	Nill	Nill	6000	Nill

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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
Nil	Nill	Nill	Nill

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	75	23	75	15	0	15	35	150	0
Added	24	14	24	18	0	0	10	150	0
Total	99	37	99	33	0	15	45	300	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
Nil	Nill

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
3	2.93	1.1	1.05

 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 piling and capping for the second phase of construction of the new college building was completed through e-tendering through Govt of West Bengal portal. 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	88	513000
Financial Support from Other Sources			
a) National	Kanyasree Prakalpa	57	1303750
b)International	none	Nill	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
Nil	Nill	Nill	Nill
No file uploaded.			

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
2018	Training to SC/ST students	Nill	15	Nill	Nill
2018	La Martinere SEOMP Society	Nill	50	Nill	Nill
2018	Seminar on Computer Programming	Nill	26	Nill	Nill
2018	Help-Desk Literacy for different Jobs	Nill	50	Nill	Nill
2019	ICICI Bank	55	Nill	31	18

| 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
3	3	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
ICICI	55	18	ICICI	55	18
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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
2018	2	B.Sc (Hons)	Mathematics	University of Science, Kolkata	M.Sc
2018	5	B.Sc (Hons)	Chemistry	University of Science, Kolkata	M.Sc
2018	7	B.Sc (Hons)	Physics	University College of Science, Kolkata	M.Sc
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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
Nill	Nill
No file uploaded.	

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

Activity	Level	Number of Participants
Birth day of Acharya Jagadish Chandra Bose	College	86
Rabindra JayantiCollege	College	78
Sports	College	381
No file uploaded.		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international

level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	none	Nill	Nill	Nill	Nill	Nill

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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:

153

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

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)

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, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers council. 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. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees which have been nominated by Teachers' Council (2017-2019) 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. 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.

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
Teaching and Learning	Although chalk and talk method is the most conventional method used in the classrooms for teaching, especially in Humanities and Commerce Departments, presently teachers are actively using laptops and LCD projectors in the class rooms to make the teaching learning process more interactive.Class room experiments are also demonstrated for the students for better understanding. Some departments use different academic softwares to ensure advanced learning process. Internet access is provided to students under the supervision of teachers. Remedial classes are organized for the students. Students are encouraged to follow several educational videos available online for better understanding. The learning process is further enriched by Departmental seminars, projects, quiz competitions etc.by each department.
Research and Development	Basic laboratory facilities and necessary equipment are provided as far as possible to the faculty members to carry out the research projects. The Research Cell holds regular meetings and programmes and presentations to broaden the academic perspectives through presentations of research done by students and faculty.
Library, ICT and Physical Infrastructure / Instrumentation	Recently, efforts are being made to introduce KOHA software to archive the study materials present in the central and seminar libraries.
Curriculum Development	The Institution implements the Syllabus and Curriculum of University of Calcutta, Kolkata. Since the college is affiliated to this University, there

	is no scope of development of curriculum on its own.
Examination and Evaluation	Continuous internal assessment is conducted by each department to evaluate the students. Test examinations for general and Honours subjects are organized by the institution prior to the university exams under annual system. This ensures the screening of students to appear in the university examinations.
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.
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.

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
Student Admission and Support	Student Admission and Support Admission is conducted strictly on the basis of merit. Applications are submitted for admission to different courses through the online admission portal. Merit list is prepared and uploaded by fully computerized system. E-mail ids and contact numbers of all members of Anti Ragging Committee, Anti Ragging Squad and Internal Complaints Committee have been uploaded to the college website and students can communicate to the members through e-mail.
Examination	College conducts internal assessment of students according to the university guidelines. Class tests/surprise tests, student seminars, interactive sessions, practical examinations, debates etc are conducted by departments to evaluate the students.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nil	Nill	Nill	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional 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)

Nill	Nil	Nil	Nill	Nill	Nill	Nill

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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 Course	3	19/11/2018	11/12/2018	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
4	4	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
AJC Bose Employees Cooperative Credit Society	AJC Bose Employees Cooperative Credit Society	Membership of Students Health Home

6.4 – Financial Management and Resource Mobilization

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

External Audit is conducted every year by Goernment registered Auditor. However, financial planning and implementation involves the participation of teachers and non-teaching 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. Academic and Administrative audit report may be obtained from the fopllowing link: http://ajcbosecollege.org/Academic_Audit.pdf

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
Nil	0	Nill

No file uploaded.

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

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

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

College believes in the academic, social, moral and cultural development of students by acquiring inputs from all stakeholdersinteractions of teachers with parents during parent-teacher meetings of different departments come up with new suggestions related to the overall development of the students. Teachers have been able to communicate with parents to prevent early marriages and other prejudices related to the drop-out of girl students. This has resulted in the increase in overall percentage of girl students in the college specially from minority section. Faculty members maintain attendance record of students. If a student shows poor attendance, then parents are informed about the same by faculty members and Principal and subsequently meetings are arranged by the college authority with the parents. In almost all cases, parents provide essential support and care to ensure proper attendance of their ward.

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

nil

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

Infrastructural development was initiated (as suggested by the NAAC Peer Team) by e-tendering for second phase of construction. Construction of two new smart classrooms has been completed and teaching-learning process has started in these two smart classrooms. In the current academic session 3 faculty members have participated in different faculty improvement programmes. All departments have been provided new computers and printers to increase the use of ICT enabled teaching and learning. Computer-aided methods are now used by majority of the departments to deliver lectures.

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
2018	Seminar on CAS : New Guidelines	29/09/2018	29/09/2018	29/09/2018	30
2019	Workshop on NAAC: New Methodology of Assessment and Accreditation	18/04/2019	18/04/2019	18/04/2019	64

2019	Academic and Administrative Audit	10/05/2019	10/06/2019	29/06/2019	90
2019	Uploading of institutional data on govt portal	02/11/2018	28/02/2019	28/02/2019	4
2018	Scrutiny and forwarding the applications for promotion under career advancement scheme of 4 full time teachers to the competent authority	10/09/2018	10/09/2018	11/12/2018	4

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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	08/03/2019	08/03/2019	39	29

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 initiative has not yet been taken as the construction of the nrw college building is underway,

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2

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 !!!			
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Green Audit was conducted so that college could take the necessary steps towards achieving a totally green campus. The college is a plastic free zone. As construction for the new college building is underway, planting of trees is not always possible. In fact the college had to do away with much of the greenery. However potted plants have been kept in the corridors as a measure to maintain a more clear environment. Teachers make the students aware by making them switch off lights and fans before leaving the classroom. Environmental awareness campaigns by organizing seminars under NSS Unit Department of Botany and Zoology conduct field work and study tours to create awareness and conservation of biodiversity among the students. Students prepare projects on "Environmental Science" as a part of their course curriculum on different environmental issues such as air, water, land and sound pollution, solid waste management, ecosystem and biodiversity.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice -1 (Session 2018-2019) Title of the practice : National Service Scheme (NSS) Goal: The college has a strong NSS wing working under the NSS cell University of Calcutta. The institution promotes NSS for the all-round development in the character building of students and to give a human face to the otherwise curriculum- based education. The college aims to produce socially responsible citizens and aspires to bring out the "Samaritan" in every learner through true activities of this social service scheme. The Context : In order to extend its activity at the community level, the NSS unit of the college has adopted the slum area adjoining to Arupota village, near Dhapa (Ward No. 58 of Kolkata Municipal Corporation) for the past two years for its extension activity, thus bringing together the campus and the community. We believe that this will help students understand the community in which they work and in turn understand themselves in relation to their community. The Practice: The college holds special camp activity along with regular activity to understand and identify the needs and problems of the community and involve them in problem solving and help them to develop amongst themselves a sense of social and civic responsibility. Such activities help them to gain skills in mobilizing community participation and practice national integration and social harmony. 21st January to 27th January 2019 • NSS Special Camp on health and environment at Arupota village Dhapa Kolkata • Special Camp activity involve teachers, students and dwellers of the Arupota village. • Some of the programs held in the camp are • Health check-up by RN Tagore Super Speciality Hospital • Oral cancer screening by RN Tagore Super Speciality Hospital • Lecture on "How we

came on earth". • Demonstration on science and superstition by Bharatiya Bigyan and Juktibadi Samiti • Seminar on environmental awareness • Workshop on invisible world with foldscope by the department of Environmental Science, University of Calcutta at the campsite. • Demonstration and workshop on fabric by Pidilite Our NSS programme officer and 2 students took part in the NSS adventure camp at Manali, Himachal Pradesh from 5th to 14th November 2018 organised by the Ministry of Youth Affairs and Sports, Government of India at Atal Bihari Vajpayee Institute of Mountaineering and Allied Sports . Evidence of Success : The people living in the slum areas in and around the camp site locality are made aware of different social, environmental and health issues so that they have a better livelihood. The students also become more socially responsible while taking part in such activities. Problems Encountered and Resources Required : Sufficient mobilization is needed to introduce new ideas to the people in order to rid them of the social taboos and superstition, create health awareness amongst themselves. The task is equally challenging as they hold strong affinity to the age old misconceptions and superstitions. The planning and designing of programs need to be done accordingly. Best Practice -2 (Session 2018-2019) Title of the Practice : Academic And administrative Audit Goal: To systematically compile and objectively assess, individual and departmental inputs aimed towards institutional improvement and quality sustenance. The Context : Upgrading academic and administrative process is a continuous endeavour for an institution. The changing education scenario demands • External and self evaluation as well as sustenance initiatives for maintaining quality. • Stimulating academic environment for promotion of quality in teaching learning and research. • Inculcating accountability in staff members for assuring quality of their administrative teaching and research services. During meetings of IQAC, it was felt that AAA will help us to understand the present status of various institutional processes and identify the gaps , will guide and direct us to take necessary steps and start new initiatives. It transpired that we lacked standardized formats for periodic assessment of academic and administrative units. The IQAC made formats for both these audits in compliance with the UGC recommended format to ascertain the presence and adequacy of quality assurance procedures, their applicability and effectiveness in guaranteeing quality of inputs and processes. The Practice: The proforma prepared by the members of the IQAC was placed in its meeting for subsequent approval. It was then distributed to all departments through electronic media. It included departmental profile, students profile, workload research details and teaching and evaluation processes. From the proforma the following information could be gathered • teachers' orientation to handle curriculum • planning of curriculum transaction • efforts made to develop and improve their academic, professional competency. • mechanism adopted for teaching methods • ICT teaching aids used mechanism to keep pace with recent developments. • Analysis of students results. • Feedback evaluation system, to communicate progress of students to their parents The proforma for administrative departments includes information related to different sections handling admissions, examinations, stores, accounts, salary, appointments, promotion, administration, scholarships, library, laboratory, audit etc. Staff members were informed about the need of the audit and the proforma to be used for the same. They were expected to submit the duly filled in proforma to the IQAC through their respective heads within a stipulated time period. An external audit team consisting of reputed academicians from outside universities evaluated the departments on the basis of the inputs given. The team made appropriate recommendations for continuous improvement of the process and procedures used for Quality Assurance and enhancement. Internal audit will also be done in near future. Audit report : http://ajcbosecollege.org/Academic_Audit.pdf Evidence of Success : The exercise of undergoing the AAA has resulted in critical objective and introspective assessment of present status of the departments and areas that need

improvement. It has created a stimulating environment in using the staff and teachers to engage in quality academic pursuits. The audit also generated awareness regarding the plethora of effective teaching methods and variety of activities that can be conducted. Quality enhancement data compilation for audit brought in systematic documentation by the staff members. The objective and realistic recommendations were well accepted by both academic and administrative staff and there is eagerness to comply with the same. Problems Encountered and Resources Required : Initial resistance from staff was encountered by the IQAC as they felt that the exercise was futile and time consuming. However, the endeavour which started with scepticism concluded with the staff feeling satisfied and ready to accept the evaluation positively. The data collection took a long time and compilation was also challenging. To address this problem the dates for submission were extended. Contact person: The Principal 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 E-mail- 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
http://www.ajcbosecollege.org/bestPractice2018-19.pdf

7.3 – Institutional Distinctiveness

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

In compliance with its vision to provide inclusive education and produce socially responsible global citizens grounded in critical thinking, the college practices a variety of events. The primary objective of the College is to provide all round excellence in education for middle class society. In its constant endeavor to do so, the institute has been catering to the needs of the middle lower class by providing latest facilities amenities to all. Freeship is also provided to the financially challenged students through Freeship Committee. The institution stands apart from all other colleges by placing greater emphasis on producing professional students by providing value-based education and enabling the students to face challenges in modern life. The collge aims at instilling a sense of self-discipline and accountability among students and developing a respect for democratic, ethical, and moral values. The institution also believes that involvement of students in Fine Arts is necessary for their character building. The teachers encourage the students to organise and take part in all the cultural events and programmes on the observed days. The enthusiasm of both teachers and students while organising and performing in Rabindra Jayanti (Birth Anniversary of Rabindranath Tagore), Basanta-utsav (Festival of Spring), Independence Day, and many other cultural programmes, is distinctive to our institution. All the Dance, Drama and Music that are employed on several occasions help to impart moral and ethical values through fine arts.

Provide the weblink of the institution
https://ajcbosecollege.org/webportal/website/site/showImportantLink/2018-2019-1626872823

8.Future Plans of Actions for Next Academic Year

e-Tendering for the second phase of Construction of the new college building has been initiated. Plans are in place so that the ground and first floor may be completed by the end of 2019-2020. Organization of workshops, seminar and job oriented services by the Career Counselling and Placement Unit. Organization of

seminar and workshop by the IQAC to promote the quality improvement strategies in teaching-learning, research, extension related and co-and extracurricular activities. Complete digitization of the college library is also planned. Online feedback system is planned to be introduced from the academic session 2019-2020, the results of which will be analysed by the IQAC. The college also aims to sincerely address the issues highlighted in the feedback reports. Organization of workshop for E-content development at a larger scale and duration to promote the use of E-resources among all faculty members. The college also have plans for exchange programmes with other colleges and universities. To open value added courses that will benefit the students.