

VIDYASAGAR COLLEGE

The Annual Quality Assurance Report (AQAR) of the IQAC Session : 2013-2014

Part – A

1. Details of the Institution

1.1 Name of the Institution	VIDYASAGAR COLLEGE
1.2 Address Line 1	39, SANKAR GHOSH LANE, KOLKATA- 700 006.
Address Line 2	17, BIDHAN SARANI, KOLKATA – 700 006.
City/Town	KOLKATA
State	WEST BENGAL
Pin Code	700006
Institution e-mail address	vidyasagarcollegekolkata@gmail.com
Contact Nos.	9433288059/9830832883
Name of the Head of the Institution:	Dr Gautam Kundu
Tel. No. with STD Code:	(033)-2241-3018 / (033)-2241-4447
Mobile:	9433288059
Name of the IQAC Co-ordinator:	Dr Sanjoy Kumar Bhattacharya (Present) / Dr. G.C. Sadhukhan (Retired)
Mobile:	9830832883
IQAC e-mail address:	iqacvc@gmail.com
1.3 NAAC Track ID	WBCOGN13760

1.4 NAAC Executive Committee No. & Date:

EC/47/A & A/55 dated 24-01-2009

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate

1.5 Website address:

www.vidyasagarcollege.edu.in

Web-link of the AQAR:

http://vidyasagarcollege.edu.in/AQAR_Reports/2013-14_AQAR_REPORT.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.63	2009	2009 - 2014
2	2 nd Cycle	NA	NA	NA	NA
3	3 rd Cycle	NA	NA	NA	NA
4	4 th Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC :DD/MM/YYYY

03-01-2012

1.8AQAR for the year

2013-14

1.9Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR__2011-2012 Submitted to NAAC on 28.9.2016
- ii. AQAR__2012-2013 Submitted to NAAC on 28.9.2016
- iii. AQAR__2013-2014 Submitted to NAAC on 28.9.2016

1.10Institutional Status

University

State

Central

Deemed

Private

Affiliated College

Yes

No

Constituent College

Yes

No

Autonomous college of UGC

Yes

No

Regulatory Agency approved Institution

Yes

No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input type="checkbox"/>	Law	<input type="checkbox"/>	PEI(Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		

Others(Specify)

Certificate courses ("CCC", "O" Level and "A" Level) by Vidyasagar College Computer Centre

1.12 Name of the Affiliating University (for the Colleges)

University of Calcutta

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="NA"/>	
College with Potential for Excellence	<input type="text" value="NA"/>	<input type="text" value="NA"/>
DST Star Scheme	<input type="text" value="DBT Scheme"/>	<input type="text" value="NA"/>
UGC-Special Assistance Programme	<input type="text" value="NA"/>	<input type="text" value="NA"/>
UGC-Innovative PG programmes	<input type="text" value="NA"/>	Any other (Specify) <input type="text" value="NA"/>
UGC-COP Programmes	<input type="text" value="NA"/>	

2.IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="8"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="3"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

Sl. No.	Department	Theme
1	Sanskrit	Glimpses of Scientific and Technical Elements in Sanskrit (<i>National</i>)
2	Sanskrit	Prakrit Language (<i>Local</i>)
3	Computer Science	Curriculum and allied field of studies related to undergraduate level of Computer Science (<i>Local</i>)
4	Bengali	Rabindranath Thakur (<i>Local</i>)
5	Economics	Macro-Economic Management (<i>Local</i>)
6	History	Violence Against Women (<i>Local</i>)
7	Chemistry	Curriculum and allied field of studies related to undergraduate level of Chemistry (<i>Local</i>)

2.14 Significant Activities and contributions made by IQAC

- Duty assigned to all the faculty members to assist IQAC by furnishing required data comprising all the activities pertaining to teaching and research work for accreditation by NAAC in the 2nd cycle.
- College Library restructured with the purpose of accommodating more books (231) .
- Organised seminars and symposia (7) by different departments.
- Motivates teachers to apply for Major(1) and Minor(4) Research Projects to U.G.C.
- Encouraged teachers to carry out research work for Ph.D. programmes. In 2013, 13 teachers are pursuing their Ph.D work.
- Paper presentation in different seminars by the teachers (17) has been nurtured and stimulated.
- Awareness programme held related to Dengue and Malaria in collaboration with Local Councillor.
- Provision of free medical facilities including health check-up for staff and students under supervision of registered medical practitioner appointed by the College authority.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of action	Achievements
Purchase of laboratory instruments for different departments	Purchase inclusive of digital balance, spectrophotometer, desktop, laptop, Internet connection, Software for most of the Departments.
Feedback by students on the pattern of new syllabus	Open house discussions were conducted by the faculty members with the departmental students.
Purchase of text books, reference books and journals	U.G.C. sanctioned requisite grants for purchasing text books, reference books and journals relevant to syllabus
Preparation of centralised class routine	Routine committee has prepared centralised class routine for all the 20 subjects and distributed accordingly.
Students' feedback on the level of teaching	Teaching performance of the faculty members were taken on a 10 point scale from the student segment with satisfactory attendance and communicated to the concerned teachers to overcome the shortcomings.
Feedback on curriculum analysis by the students	Students are invited to take part in the open house discourses and dialogues and communicated to the authorities through members of Board of Studies. Four faculty members of different departments (Chemistry, Sanskrit, Physics, Computer Science) are members of U.G. Board of studies of the University of Calcutta.
Continuous and comprehensive evaluation programme	Students' progression monitored through Class tests, Midterm tests, annual test examinations and advised accordingly.
Awards and scholarships to the students	A large section of poor and meritorious students have been awarded prizes and scholarships from the College and endowment funds
Redressal to students grievances	Grievances of the students with reference to teaching and infrastructural facilities have been addressed properly by the concerned cell. We have established a help desk to cater over the problems involved thereto.
Career counselling programmes	Third year students have been offered guidelines by the respective departmental teachers to decide over their career plan after completion of B.A./ B.Sc. degree and choose the post graduate studies with ample job opportunities
Availing the facility of Right to information	Students have been advised to apply for RTI for self check of their answer scripts after the publication of Part-I to Part-III final University results as felt necessary
Activating departmental Libraries	More new books are added in the library stock for the benefit of the students.
Parent-teacher meeting to assess progress of the students	After the completion of assessment of the mid-term examination all the parents of first and second year honours students are being called for attending the parent-teacher meeting. The objective is to make the parents aware about the attendance and result of their wards and take measure for their improvements. It is a forum to exchange views in a learner centre ambience.
Facilitating provisions of computer aided teaching	New computer and printers have been procured, old ones repaired under annual maintenance providers in order to promote computer centric learning.
Increase the facilities of Library	<ul style="list-style-type: none"> i) Research scholars are permitted to use the library . ii) Reference books have been placed near the seating space
Internet and Online Journal subscription	<ul style="list-style-type: none"> i) Terminal has been increased ii) N-list subscription has started

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The action reports of the AQAR were submitted to our GB and were approved duly on 14-6-2015

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	2 (Zoology, Geography)		2	
UG	20			
PG Diploma	NA			
Advanced Diploma	NA			
Diploma	NA			
Certificate	3			
Others				
Total	25		2	

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options : Open Options.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4 – PG
Trimester	
Annual	20 – UG

1.3 Feedback from stakeholders* *(On all aspects)* Alumni Parents Employers Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

***See Annexure I, II, IIIA, IIIB for Feedback Analysis**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

In U.G., it is not done because college follows C.U. Syllabus as per statute of the affiliating university. But in P.G. Departments of both Zoology and Geography revision of the existing syllabus is often carried on. One new area of specialization – Advanced Geomorphology is introduced in Geography.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
42	10	32	--	--

2.2 No. of permanent faculty with Ph.D.

29

2.3 No. of Faculty Positions Recruited (R) and Vacant(V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	33	0	0	-	-	-	-	1	33

2.4 No. of Guest and Visiting faculty and Temporary faculty

83	22	0
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	3	14	4
Presented papers	5	10	2
Resource Persons	Nil	2	2

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Group discussions are conducted by most of the departments to surmount the laches, lag and lacuna in answering questions.
- Allotment of special demonstrative practical classes before examinations for enrichment to face viva-voce examinations and arrangement of educational tours and field study have been conducted.
- Project works in science subjects in the UG level and remarkably in the PG level have been pursued.
- A frequent practice of the department of Journalism is to arrange video graphic film shows, photographic sessions anchoring and training up the students for media management.
- Honours students from the department of Chemistry and physics have attended workshop at the Saha Institute of Nuclear Physics.
- Department of Economics has successfully conducted inter college students' seminar where students get the opportunity to present their paper.

- Students' seminar lecture has been organised by the department of chemistry on yearly basis.
- IQAC from its very inception had planned to execute enhanced overhead projectors and LCD projector based classroom lectures. Post graduate departments have now adopted exclusive use of such technology assisted power point presentation in order to achieve rapid and greater coverage within the limited time span.
- A switchover has already been triggered to replace conventional blackboard by white board system at the Salt Lake campus.
- IQAC takes the initiative to instruct the PG departments (Zoology and Geography) to arrange for participation of final semester students in the relevant project works, collaborated by external reputed academic & research institutions like university of Calcutta , Jadavpur university , Chittaranjan National Cancer Institute, Indian Institute of Chemical Biology, West Bengal University of Technology.
- Impetus is inculcated among the rudimentary semester students with reference to thesis dissertation presented by the 4th semester PG students.
- IQAC encourages every department to conduct seminar. During 2013-14, 7 (seven) seminars are held in college under the supervision of IQAC.
- IQAC motivates students of General courses (1st Year) to participate in Computer General Awareness Course conducted by the Vidyasagar College Computer Centre. Three thousand ninety one (391) students of different streams (AG-224,GG-57,BG-72,PG-38) were enrolled in this course.

2.7 Total No. of actual teaching days during the academic year during this academic year

223 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination , Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Double valuation

2.9 No. of faculty members involved in curriculum Restructuring / revision / syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

4 (members of Board of Study)

2.10 Average percentage of attendance of students

70%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Total no. of students Passed	Division				
			Distinction %	I %	II %	III %	Pass %
BCMA	16	16		9	4		100.00
BNGA	44	44		3	33		100.00
BOTA	15	14		3	11		93.33
CEMA	33	31		17	13		93.94
CMSA	11	11		5	4		100.00
ECOA	37	27		2	9		72.97
ELTA	10	7		3	0		70.00
ENGA	40	38		0	33		95.00
GEOA	33	33		3	30		100.00
FNTA	30	30		19	9		100.00
HISA	49	48		3	43		97.96

JORA	26	25		2	23		96.15
MTMA	38	27		9	17		71.05
PHIA	18	18		2	13		100.00
PHSA	34	31		18	12		91.18
PHYA	9	9		3	6		100.00
PLSA	26	23		3	20		88.46
PSYA	26	25		4	18		96.15
SANA	20	18		1	10		90.00
ZOOA	31	30		24	5		96.77

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- IQAC regularly holds meeting with the stakeholders for building up upgraded students centric infrastructures.
- It promotes the use of educational CD , DVD and ICT facilities by the faculty members through online access.
- It meets the faculty members to encourage them in organizing and participating in the seminars. This year 17 faculties have presented paper in various seminars and 21 faculties have attended various seminars related to their subjects. Moreover, faculties of different disciplines under the guidance of IQAC have organised 7 seminars in the college with active involvement of the students.
- IQAC encourages teachers to join Ph.D programme. They are advised to avail Faculty Development Programmes (FDP) in this purpose. The number of teachers who have pursued their Ph.D in this year is 13 and 3 of them have availed FDP.
- The process of teaching and learning is adequately substantiated by providing more library space, text books, reference books , journals including e-journals. Library is partially computerised. Office work is also partially automated. Online journals and e-books through N-List are accessible for all users. The library provides support and career oriented guidance for those preparing for the NET,SET or competitive examinations. Users are allowed to post demand lists for new books, journals. Services provided through the library blog can be learnt from the librarians upon enquiry. Scanning service is provided to users on demand. Research scholars are permitted to use the library. The number of newly added text books in the library is 231.
- Initiatives are taken to motivate students to develop their creativity through assignment of remedial and tutorial classes , practical demonstrations, field work, use of models and charts, doing research work under the guidance of eminent teachers and carry out project works to supplement class room lectures.
- Continuous and comprehensive evaluation of the improvements achieved by the students is assured through class tests , mid-term tests, final tests and communicated to the parents as well.
- IQAC endeavours to receive valuable feedback of the departments towards effective implementation of th
-
- e decisions taken in improving the teaching learning process.
- Slow learners and weaker sections of the students especially first and second generation learners are addressed properly through remedial classes to maximize the success rate.
- The departments are directed to engage young talents to participate in poster session , create wall magazines, write in college magazines, photography etc. as co curricular activities.
- IQAC instils stimulation among the third year students to deliver seminar lectures pertaining to UG curricular and allied topics to build self confidence.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	3
HRD programmes	
Orientation programmes	0
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	5 (Workshop)
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	13	10	1	0
Technical Staff	14	3	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Different categories of teachers (13) have been pursuing their Ph.D. works under supervision of senior teachers.
- Dissertation papers are being introduced in the final semester in the Post Graduate courses.
- The IQAC is active in encouraging the faculty members to apply for UGC funded minor & major projects. Teachers are engaged in UGC sponsored 4 minor projects and 1 major project during this year.
- IQAC encourages faculties to publish their achievements in journals which is 41 for this year.
- The IQAC has built up enthusiasm among students to undertake project works on selected theoretical topics in multi various disciplines.
- Summer school in research institutes of acclaim such as Indian Association for the Cultivation of Science has been attained by various Post Graduate students of Zoology Department.
- Research rooms with computers & Internet facilities have been provided by the IQAC to the intending research workers.
- Creation of research aptitude has been strengthened among the teachers and students through participation in seminars organised at the local, state & national level. This year 21 faculties have attended multidisciplinary seminars and 17 faculties have presented papers in different seminars. The college has also organised 7 seminars.
- The IQAC has been successful in encouraging the 3rd Year students of Chemistry Honours to deliver

lectures on research level frontier areas.

- Research climate is well fostered amongst students by IQAC through innovative creation of wall magazines and postering on recent research activities in tune with the previous works.
- Faculty members delivered invited lectures as resource persons in response to sensitizing research climate. IQAC also encourages faculties to act as expert, chairperson or resource person in various seminars and conferences. In this year, 6 faculties have been invited for this purpose.

3.2 Details regarding major projects -

	Completed (Project Report & Utilization submitted to UGC(ERO)or DST/DBT etc	Ongoing	Sanctioned	Submitted (Project Proposal Submitted)
Number	-----	-----	1	-----
Outlay in Rs. Lakhs	-----	-----	21,68,388.00 (Rupees Twenty One Lakh Sixty Eight Thousand Three Hundred Eighty Eight Only)	-----

3.3 Details regarding minor projects

	Completed (Project Report & Utilization submitted to UGC(ERO)or DST/DBT etc	Ongoing	Sanctioned	Submitted (Project Proposal Submitted)
Number	2	2	-----	3
Outlay in Rs. Lakhs	1,86,000.00 + 1,48,000.00 = 3,34,000.00 (Rupees Three Lakh Thirty Four Thousand Only)	1,17,500.00 + 2,50,000.00** = 3,67,500.00 (Rupees Three Lakh Sixty Seven Thousand Five Hundred only)	-----	75,000.00 + 2,05,000.00 + 1,67,000.00 = 4,47,000.00 (Rupees Four Lakh Forty Seven Thousand Only)

** The project of worth Rs. 2,50,000.00 of Dr. Shekhar Bhowmick, History Department was financed by ICHR, MHRD, GOI. But it has not been mentioned in the submitted column (3.2) of AQAR (2012-13) because the incumbent was then employed in Mahishadal Raj College, West Bengal.

3.4 Details on research publications -

	International	National	Others
Peer Review Journals	29	3	
Non-Peer Review Journals		5	4
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of Project	Duration Year	Name of the funding agency	Total Grant Sanctioned	Received
Major Projects	3 Years (2013 - 2016)	DST, Govt. of India	21,68,388.00	8,80,000.00
Minor Projects	2 Years (2012 - 2014)	UGC, (ERO), Govt. of India	1,17,500.00	41,250.00
	2 Years (2012 - 2015)	ICHR, MHRD, Govt. of India	2,50,000.00	1,70,000.00
Interdisciplinary Projects	-----	-----	-----	-----
Project sponsored by the University / College	-----	-----	-----	-----
Student research projects (<i>other than compulsory by the University</i>)	-----	-----	-----	-----
Any other (Specify)	-----	-----	-----	-----
Total	-----	-----	25,35,888.00 (Rupees Twenty Five Lakh Thirty Five Thousand Eight Hundred Eighty Eight Only)	10,91,250.00 (Rupees Ten Lakh Ninety One Thousand Two Hundred Fifty Only)

3.7 No. of books published

i) With ISBN No.

1

Chapters in Edited Books

9

ii) Without ISBN No.

6

3.8 No. of University Departments receiving funds from : NIL

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.18 No. of faculty from the Institution who are Ph.D. Guides and students registered under them

4

12

3.19 No. of Ph.D. awarded by faculty from the Institution

Nil

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 3

SRF Nil

Project Fellows Nil

Any other Nil

3.21 No. of students Participated in NSS events : Nil

University level

State level

National level

International level

3.22 No. of students participated in NCC events: 1

University level

State level

v

National level

International level

3.23 No. of Awards won in NSS : NIL

University level

State level

National level

International level

3.24 No. of Awards won in NCC : NIL

University level

State level

National level

International level

3.25 No. of Extension activities organized

University forum

-

College forum

17

NCC

-

NSS

-

Any other

-

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Each year the birth anniversary of Pandit Iswar Chandra Vidyasagar is celebrated in the campus with much pomp and flair. Many dignitaries are invited on this occasion. This platform is utilized as prize giving ceremony for the meritorious and poor students. The show ends with cultural programme.
2. Cleaning of neighbouring locality.
3. Annual sports of the college have been conducted during this year.
4. Awareness programmes for prevention of Malaria and Dengue organised in the nearby locality.
5. Different cultural activities pertaining to college level Inter College competitions on Quiz, Debate, Dance and Music .

6. Workshop organised on 4.12.2013 by the department of Bengali and History on Violence against Women.
7. Some departments of the college conducted candle procession / walk to raise voice against the incident of Nirvaya victim which happened in New Delhi.
8. Saraswati Puja is celebrated like every year in the college campus as a mark of worship with enthusiastic participation of local people and our students.
9. Celebration of Independence day is conducted by Flag Hoisting.
10. Staff Cricket Match is held every year.
11. Students of different departments take part in the Football tournaments held every year in the college campus.
12. Indoor game tournaments (Table Tennis, Carom, Chess) are organised by Vidyasagar College Students' Union.
13. Freshers' Welcome is organised by Vidyasagar College Students' Union.
14. Photography and poster making competition are organised every year by Vidyasagar College Students' Union.
15. Welfare to the meritorious and economically backward first generation learners through financial support from various sources.

	Number of Students	Amount
Financial support from institution	200	4,33,050.00
Financial support from government	147	18,91,000.00
Financial support from other sources (Zindal)	2	17,432.00
Number of students who received International/ National recognitions	-	-

16. Executing merged scheme of UGC (XIth plan) comprising –
 - a) Launching study centre for assisting / promoting entry into services (SSC/ TET/Combined services) scheme
 - b) Remedial classes to economically backward and academically impaired SC, ST, OBC, General category of students for performing better in the University Examinations
17. IQAC encourages field surveys in all departments to enhance the text book knowledge base. In January, 2014 a Socio-Economic Survey is conducted by the Economics department in Pelling.

Lifestyle of the peoples in Hilly Areas : A Socio-Economic Survey from Pelling (January, 2014)

On 5th January 2014, the department of Economics, Vidyasagar College went to an educational excursion in Pelling to study the socio economic condition of the people of the hilly areas. In the excursion team, there were 30 students (from 1st year , 2nd year and 3rd year) and 3 honourable teachers form Department of Economics . Students did a survey about the livelihood of the people in Pelling based on questionnaires. They made a survey of three to four villages.

The local people are very energetic and hardworking .They are basically poor and their main occupation is tourism and contour farming. One to two family members drive cars for the tourists and other members are marginal farmers. Children go to local schools. Women do house works and rearing cattle like hen, cow, goat etc. The main crops cultivated are paddy and mustard. They also produce different types of vegetables, fruits like oranges, apples etc. Different types of flower cultivation and exports are another important source of income. They also have poultry farming and dairy farming.

The type of houses where they lived is mainly pacca houses although very poor families still now lived in kaccha houses. Maximum proportion of their monthly income is spent on fooding and small proportion is spent on education and clothing. Surprisingly the thing to be noted is that their expenditure on medicine is almost nil or very low. This may be because of the pollution free atmosphere of the hilly areas.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.8839 acres for colleges in three campuses, 2.00 acres (approx) for play ground at Marcus Square, Kolkata - 700006.			
Class rooms	1 st Campus – 21 2 nd Campus – 12 3 rd Campus – 4			Total -37.
Laboratories	11			11
Seminar Halls	2			2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Nil			
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs. 14,827.00 (UG) Rs. 1,40,166.00 (PG)			Rs. 1,54,993.00
Others	-			

4.2 Computerization of administration and library

- Computerization of administration has been introduced for better performance.
- Online admission procedure is followed in the college. Admission Notice with criteria of admission is available in the Website.
- Fees structure for each and every subject combination is also available in the website.
- Office work is partially automated.
- Library related decisions are taken in the Library Committee meeting.
- Library is partially computerised.
- Online journals and e-books through N-List are accessible for all users.
- The library provides support and career oriented guidance for those preparing for the NET,SET or competitive examinations .
- Users are allowed to post demand lists for new books, journals etc.
- Services provided through the library blog can be learnt from the librarians upon enquiry.
- Scanning service is provided to the users on demand.
- Research scholars are permitted to use the library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text books	38023	3276574.58	231	149843	38254	3426417.58
Reference books	4429	785979	0	0	4429	785979
e-books & e-journals	50000b + 2500j	15000	Same as previous yr	5000	50000b + 2500j	20000
Journals & Periodicals	13628	118967	-	0	13628	118967
Digital Database	25511	NA	231	NA	25742	NA
CD & Video	200	free	0	free	200	free
Others (Specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	90 6 (Laptops)	5 (U.G.) 2(P.G.)	Yes	0	1	2	20(U.G.) 2(P.G.)	90 6 (Laptops)
Added								
Total	96	7		0	1	2	22	96

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

All the departments are provided with adequate computer facilities. Some of the departments (Zoology, Geography, Economics) also have laptops. Laptops integrated with power point presentations are regularly being used by faculties and students for the different seminars held in Vidyasagar College. Purchase concerned with equipments, books, chemicals, specimens etc. are now done via e-tendering through college website. Video clipping on virtual classroom teaching aided with practical demonstration on selective lectures through Learner centric You tube have contributed a lot to enliven the teaching methodologies. All the computers are now internet enabled. The whole college computers are under annual maintenance service assigned to software company. Licensed computer software has been procured for various departments. Antivirus devices are provided as a safeguard of remaining programmes.

4.6 Amount spent on maintenance in lakhs

i) ICT

Rs. 89,496.00

ii) Campus Infrastructure and facilities

Rs. 10,33,522.00

iii) Equipments

Rs. 14,827.00 (UG)
Rs. 1.40.166.00 (PG)

iv) Others

-

Total :

Rs. 12,78,011.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Periodical class tests are regularly taken and the deficiencies are addressed thereof.
- UGC sponsored remedial classes have been conducted along with job oriented classes beyond the college hours.
- Students' academic progression and class attendance is adequately addressed in the Parent-teacher meeting held every year. Suggestions from the guardians are accepted with appreciation and redressed accordingly.
- New books (231) have been purchased for updated reference resource to supplement students need.
- Computers have been procured in all departments to serve students in a befitting manner.
- Canteen facilities improved with varieties food and snacks items.
- Aquaguard purified potable water machines compatible with UV technology has been installed in greater number.
- Merit cum means scholarship is a regular practice for the welfare of the financially weaker section of the society.
- A cheap store with reprographic facility has been under use. Books are sold at 10% to 20% discount from the store.
- A students' gymnasium has been provided to cope with the body building and maintain a healthy physique. Students practice under professional trainer on all working days.

5.2 Efforts made by the institution for tracking the progression

1. Long educational excursions are held for curriculum based knowledge boosting through remote survey related to zoological, botanical and historical and economic stand points. This helps improve teacher student relationship and track the students' progression.
2. Parents are made aware about the attendance and performance of their wards in college examinations and advised accordingly for further improvements through Parent-Teacher Meet.
3. The important sub committees exercise their observations to track students' progression and offer suggestions in the T.C. meetings and forward the relevant decisions to the college authority.
4. Slow learners are identified after assessment of each of the college and University examinations. Their shortcomings are addressed accordingly through remedial classes.
5. The evaluated answer scripts are handed over to the students to have a self check about the mistakes committed and they are taught to learn model answers through special grooming sessions.
6. The departments keep records about the success rate in the post graduate entrance test such as JEST, JAM (ITT entrance), TIFR and other universities like Jadavpur, Shibpur, BHU, Pondicherry etc.
7. Post graduate departments always take endeavours in framing syllabus in concordance with the national level and NET/SET oriented curriculum for improved performance in the research level and job prospects.
8. Students are encouraged to deliver departmental seminar lectures to inculcate self confidence in facing interview experts and improve speaking skill in addressing learned audience.
9. Organising college level and state level seminars (9) creates great impact among the students in empowering them to flourish in the pursuit of research career.
10. Students get stimulation from the departmental teachers to undertake research work in reputed institutions like IACs etc.
11. Departmental teachers take initiative as mentors to engage students in doing project work.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2883	106	--	--

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Course	Men	%	Women	%
UG	1351	46.86	1532	53.14
PG	29	27	77	73

Course	Last Year						This Year					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
UG	2125	501	36	59	0	2721	2218	537	30	94	4	2883
PG	38	15	0	0	0	53	67	28	3	8	0	106

Demand ratio - 5.95 (UG)

Dropout % - Nearly zero (for both UG & PG)

Demand ratio - 10.11 (PG)

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Entry into services : Coaching classes are held for TET (Teachers Eligibility Test) for recruitment of primary teachers in schools and to prepare the aspirants for West Bengal School Service Commission meant for entry as teachers in secondary and higher secondary schools under job oriented merged scheme of UGC (XI th plan).

No of student beneficiaries :

60

5.5 No. of students qualified in these examinations : College has no such mechanism.

NET

Nil

SET/SLET

Nil

GATE

Nil

CAT

Nil

IAS/IPS etc

Nil

State

Nil

PSC

Nil

UPSC

Nil

Others

5.6 Details of student counselling and career guidance

- Students of Honours and General courses are counselled to join the certificate courses offered in our computer centre to assist them to qualify the entrance test of MCA programmes in reputed institutes.
- Third year Honours students always obtain career guidance from the faculty members in choosing career option in higher studies, research and general miscellaneous service examinations.
- Training programmes for service enabled competitive examination like Indian Railway, Banking services, Life Insurance and WBCS were executed for the intending aspirants.
- Job oriented training and placement programmes were carried out under UGC scheme to facilitate success rate in the competitive school teacher (secondary and higher secondary level) recruitment examination conducted by West Bengal School Service commission.
- Coaching classes were conducted to train up job seeking students to qualify the TET examination meant for recruitment of Primary school teachers in West Bengal.

No. of students benefitted

70

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

A workshop on "Violence against Women" was organised on 4th December, 2013 at the college auditorium by the department of History in collaboration with Department of Bengali. The theme was selected to commemorate the completion of 184 years of the abolition of the practice of 'Sati' in 1829. Dr. Ranjita Biswas from the School of women's Studies, Jadavpur University made a very informative power point presentation on the violation of the rights of women. Students are being always nurtured to become empathetic and exhibit fraternity in all spheres of the theoretical and practical classes. Boys and girls are counselled within and beyond classrooms to identify themselves as human being only irrespective of issues in relevance to gender discrimination, justice and social inequality. All the staff members are keen to maintain the culture of working ambience among the male & female members conducive to a heritage institution like ours.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	200	4,33,050.00
Financial support from government	147	18,91,000.00
Financial support from other sources (Zindal)	2	17,432.00
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level
Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

There has been no major grievance of students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

The genesis of Vidyasagar College is a momentous and happy event in the National history of India, as its parturition midwife by none other than Pundit Ishwarchandra Vidyasagar – the torch bearer of Indian Renaissance, took place in 1872 in the form of the Metropolitan Institution.

In this backdrop he set out to form a college that was run by the natives, with no help from the ruling British in shape or form. In fact this college is the first one in India under the British yoke to be run entirely indigenously – the first attempt to free ourselves, in thought and practice, the first cry of freedom.

In accordance with the ideals set by Pundit Ishwarchandra Vidyasagar and following the motto of knowledge, sacrifice and service the college aims to provide the best education possible to students coming from diverse backgrounds. As the founder sought to promote higher education as a part of his philanthropic social reform program, the college continues to make available special welfare and aid to backward and deprived sections of the society. It seeks to provide an environment of learning which is beyond the boundaries of caste, religion and gender. The students are exposed to diverse fields of knowledge and exposed to structured learning through the college curriculum. They are offered guidance and suggestions to help them solve problems and encouraged to acquire high academic standards. They are made aware of their moral responsibilities in a fast changing multicultural world, and strengthened to surmount the evils of irrationality and intolerance.

MISSION:

The foremost mission of Pundit Vidyasagar was to establish a completely national education institution in the growing metropolis of the then Calcutta. It was Vidyasagar who was able to unite the western inquisitiveness and religious search for perfection in the realm of knowledge, with the tenderness and sympathetic warmth of the Indian heart.

Situated in a place, well connected transport-wise, the college as a flourishing centre of learning draws in students from the suburbs and far flung districts of West Bengal. Keeping in mind the rich and varied past the college hopes to inculcate among students, year after year, values of generosity and warm fellow feeling and finally to create a programme of actual human resource development, deploying social justice and ensuring equity to foster competences amongst students. It has a mission to support, all its teaching-learning programmes by values of traditional, eternal and ethical thoughts. It caters its human and other resources to the backward and the underprivileged communities as well as advantaged regions.

The mission is also communicated to the students through prospectus and the first day-lecture delivered by the

Principal, Head of the Department and other teachers during the “routine dictation procedure’.

Teachers, staff and other stakeholders are made aware regarding the mission through cultural programmes, college publications, prospectus and journals (Occasional volumes). The slogan of the 125th year celebration ‘To uphold the education of the nation’ highlighted its mission.

It was the crystallization of the vision of a visionary who believed that the education in our country ought to be directed for the benevolence of the common underprivileged people.

It intends to provide a platform where during the most formative years of their lives students may learn to expound, argue and assess all social, economical, cultural and environmental issues before them. The college endeavours to produce skilled professionals who can engage in the task of improving the world around them socially and economically.

The mission of the institution today is to enhance higher education, creating a dynamic environment through implementation of higher technology delivered educational opportunity in collaboration with private, public and semi-public organizations and to create a well-balanced programme of actual human resource development, deploying social justice and ensuring equal opportunities among students.

OBJECTIVES

To provide

- Opportunity to nurture hidden talents of the students and help them to evolve into gifted individuals.
- Encouragement to the students to participate in projects, competition, excursion, social work, awareness drives and self-development sessions.
- Grooming ground for future citizens.
- Online tests to prepare for success in competitive examinations.
- Smart classrooms as a knowledge centre that disseminates education to inspire the students.
- Innovative teaching programmes for the students to blossom into natural leaders in life.
- Infusion of sportsmanship in the students stimulated by national icons.
- Smart boards, libraries, computer labs, and research rooms.
- Gymnasium for body building under the supervision of physical instructor.
- Platform to inculcate careers in film study under Cine-club.
- Learner centric Wi-Fi access for all.

6.2 Does the Institution has a management Information System

The college does not have a MIS.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

In U.G. the college follows the curriculum provided by the affiliating University i.e., University of Calcutta. Hence, there is not much scope for curriculum development . Each department has its own academic calendar where division of syllabus among faculties have been clearly specified. Date of completion of various chapters by different faculty members have also been enlisted in the academic calendar for timely completion of the university syllabus . Four faculties, Dr. Sanjoy Kumar Bhattacharyya (Chemistry), Dr. Sudipa Bandyopadhyay (Sanskrit), Dr. Alok Ghosh Chaudhuri (Physiology), Smt. Paramita Sikdar (Computer Science are members of Board of Studies of University of Calcutta . They take active participation in curriculum development in their own

subjects. Moreover, faculties of different departments often participate in the different workshops organized by the University for curriculum development. The picture is different in the case of Post-Graduate studies. Currently Zoology and Geography have Post-Graduate Departments. The eminent faculties of these two departments prepare their own curriculum in consultation with other members who come from different Universities and Research Institutes. Based on this, new thinking and advances in the field are incorporated in the syllabus.

6.3.2 Teaching and Learning

1. IQAC recommends usage of modern ICT tools and techniques such as using projectors, PowerPoint presentations etc.
2. There are well equipped laboratories in the institution. Any upgradation which requires substantial finance is referred to the Finance Committee and is subsequently approved by the G.B.
3. Library is modernized with latest software. INFLIBNET facility is available in the college.
4. Academic calendar is prepared every year keeping in mind the affiliating University Academic Calendar. Examination schedules are communicated in advance to the students.

6.3.3 Examination and Evaluation

The college strictly follows the academic calendar provided by the affiliating University. The academic calendar of the college is provided in **Annexure IV**.

1. Mid-Term and Test Examinations are held for the students of all the three years. Detailed examination schedule for theory and practical are duly notified in the college notice board.
2. Faculties of different departments evaluate the performance of the students and submit the marks to the examination committee within a stipulated time period.
3. The college has a process where the students are allowed to see their answer scripts and get the opportunity to rectify their mistakes. Students get all kinds of co-operation from the faculties.
4. The examination committee displays the result on the notice board of the college.
5. The final exams are conducted under the control of the affiliating University. The faculties are appointed as Head Examiner, Examiner or Scrutiniser under the supervision of Controller of Examination.
6. Different departments of the college often conduct class tests for better performance of the students

6.3.4 Research and Development

1. The IQAC encourages the faculties to apply for Major (3) and Minor (4) research projects. The research committee facilitates the Major and Minor research projects of the faculties and provides logistical and other supports as necessary.
2. Full autonomy is provided to the Principal Investigator.
3. A fully equipped library, laboratories, computer with internet facilities etc. are provided to the faculties to assist with their research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

An effective library sub-committee monitors the overall development and smooth functioning of the library.

1. The library is well-stocked with ample collection of reference books, journals, magazines, newspapers etc.
2. These help the students and faculty members to keep themselves updated with the latest developments in the field of knowledge and education.
3. Educational DVDs and e-journals are also made available.
4. The library has subscription to INFLIBNET which enables the access to electronic resources.
5. Periodicals and books are also available through which students can prepare for competitive examinations.
6. There is a well-maintained storage of Questions banks and syllabi of subjects taught in the college.
7. There is an access Central library at 2nd campus and Post Graduate Library at 3rd campus of the college.
8. The Central Library also possesses some rare and unavailable precious collections of Bengali and English Literatures but without any original manuscripts (more than 80 years old - hand written document).

9. Apart from that each undergraduate department has an enriched Seminar Library through which a student can access some referrals with more ease.
10. Students may post their suggestions in the library blog. They may also meet the librarian for their suggestions and grievances.
11. A suggestion box has been placed in the Library premises where students and teachers drop their views and this is analyzed by the library committee for necessary action.
12. In the year 2013-14 , the categorized division of different kinds of reading materials in the library are:
 - Textbooks -38254
 - Reference Books – 4429
 - Journals/periodicals – 13628
 - Digital Database - 25742
 - CD & Video – 200

6.3.6 Human Resource Management

The recruitment of the faculties for the sanctioned posts are controlled by the State Govt. However, the college recruits guest faculties and temporary faculties to address the requirement of additional faculties as and when required. As the college has proliferated over the years there has been a dearth of Non-teaching staff. Recruitment has been done as per requirement on casual basis.

6.3.7 Faculty and Staff recruitment

At present four categories of faculties are engaged in the college.

1. Full time faculties – The college sends requisition to the college service commission for vacant substantive posts and the permanent faculties are appointed on the basis of the recommendation of the west Bengal College Service Commission.
2. Part time faculties – They are recruited by the college as per rules laid down by the Higher Education Department, Government of West Bengal.
3. Both Govt. aided Contractual faculties and college funded contractual faculties are appointed by the college. For the first category, Govt provides the salary while college finances the remuneration for the second category of faculty.
4. Non-teaching staff are appointed as per the regulation formed by the State Government.

6.3.8 Industry Interaction / Collaboration

Two faculties have such collaboration [Dr. Aindrila Chattopadhyay (Physiology) and Dr. Nirmal Debnath (Zoology)]. Dr. Chattopadhyay has research collaborations (State level) with Professor Debasish Bandyopdhyay, Professor, Dept. of Physiology, University of Calcutta. Dr. Nirmal Debnath has research collaboration (National level) with Professor Samiran Chakraborty, former Professor of University of Kalyani.

6.3.9 Admission of Students

1. Online admission procedure is followed in the college.
2. Eligibility criteria of the University and reservation policy of the Govt. and University are strictly followed.
3. Admission Notice with criteria of admission is available in the Website as well as in the Prospectus of the college.
4. List of total seats for each category as well as for every subject is displayed. The seats are filled in accordance with the number of seats sanctioned by the University in different subjects.
5. Reservation for sports personnel of repute are also taken into consideration as per University guideline.
6. Fee structure is also available in the website for each and every subject combination.
7. The final merit list which is generated by automated computerized system is published and displayed in the Website for the applicants.
8. There is scope of rectification if any kind of error is found in the merit list.
9. Students are invited to appear in the counselling conducted by the respective Departments.
10. Counselling process continues (three to four times) until the total numbers of seats are filled up.

6.4 Welfare schemes for

Teaching	1. GIS (Group Insurance) 2. Vidyasagar College Co-operative Society 3. GPF (General Provident Fund)
Non teaching	1. GIS (Group Insurance) 2. ESI (Employees State Insurance) 3. Vidyasagar College Co-operative Society 4. GPF (General Provident Fund) 5. EPF (Employees' Provident Fund) for casual staff
Students	1. Financial support from institution
	2. Financial support from government
	3. Financial support from other sources (Zindal)

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	
Administrative		D.N. Mishra & Co.	Yes	Principal's office

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

No such effort is made by the affiliating University for the undergraduate departments. However, Class Tests are often conducted by the faculties for better assessment of students. For postgraduate section (Zoology and Geography), some reforms have been initiated. In Zoology, continuous internal assessments are done for practical courses. In Geography, occasional internal assessments are done for theoretical papers.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not applicable in UG. PG departments have full autonomy.

6.11 Activities and support from the Alumni Association

- Books have been given free of cost to more than 100 poor college and school students.
- The 'Vidyasagar College alumni proficiency prize' has been awarded to the toppers of the B.A. and B.Sc. students of Vidyasagar College who excelled in the University final examinations.
- The alumni associations provide financial assistance to the poor and meritorious students having good result in the Madhyamik examination. This helps them to pursue uninterrupted higher education. Such activity has been praised by the reports in the daily newspaper like 'Aajkal'.
- Job aspirants have been nurtured through grooming sessions to overcome lack of confidence in facing interviews.

- One day picnic with significant participation of alumni has been organised.
- Annual reunion along with cultural programme has been celebrated successfully during winter.
- The association has also close contact with the Departmental alumni. Alumni of different departments have flourished in different fields. One of the Alumni of History department has won an international award in photography competition, held in Bangladesh. In cultural field, alumni of Philosophy department have shown their excellence. They have become winner in drawing, dance and different recitation competitions. Alumni of Journalism department are working as Journalist in different daily newspapers (Sambad Pratidin, Aajkaal, Times of India, Ganasakti etc.). One former student of Journalism department is working as RJ on Radio Bongonet, AIR. Alumni of different departments are engaged in responsible posts in Indian Railway, WBSEB, TCS, Indian Postal Service, Banking service etc. Many are serving as faculties in different reputed schools and colleges. In academic field, we must mention the name of Sohini Neogy of Geography department who stood first class first in B.Sc. examination under C.U.. Dr. Suman Paul of the same department is working as associate professor in Sidho Kanho Birsha University, Purulia. Professor Himangshu Ranjan Betal, and Prof. Pranab Roy, both of whom were first class first in B.Sc. examination under C.U, are actively engaged as faculty in Geography department of University of Calcutta and Presidency University respectively. Sananda Dey of Biochemistry department stood first class first in M.Sc. Biochemistry in W.B.S.U. Monoj Ghosh of Chemistry department is engaged in Ph.D programme in University of Acron, USA. Sumit Bagchi and Surajit Sarkar of Physics department are working as Asst. Professor in Birati Mrinalini Dutta Mahavidyapith and Vijoygarh Jyotish Raj College.

6.12 Activities and support from the Parent – Teacher Association

Every year the Academic Committee of the college announces about Parent – Teacher Meeting which is being conducted by the different departments within a specified time period. All the departments organise Parent – Teacher Meeting where parents get feedback about the performance of their wards. Parents offer suggestions regarding inconveniences faced by their wards. One of the parents of our alumni, Late Niladri Bhattacharya contributed significant fund to the college. The college authority has been using this fund for – (i) Niladri Bhattacharyya Memorial award to college toppers in B.A. (Hons.) course in Political Science, Bengali and History, (ii) Niladri Bhattacharyya Memorial students’ welfare fund to serve the poor and meritorious students of the college. The awards are given to the students in the prize distribution function.

6.13 Development programmes for support staff

- The college authority has a cordial relationship with the support staff.
- The support staff are members of all College sub-committees.
- Elected representatives of the support staff can convey their problems in the Governing Body.
- College administration encourages office staff to enhance their computer skill for technical up gradation.
- For recreation purpose support staff organise college picnic and get together programme prior to puja recess.
- They are encouraged to take active participation in college sports and cultural programmes.
- The sweepers are provided uniform by the college authority.
- Provision of free medical facilities including health check-up for staff and students under supervision of registered medical practitioner appointed by the College authority.
- Following welfare schemes have been initiated for support staff.
 - a) GIS (Group Insurance)
 - b) ESI (Employees State Insurance)
 - c) Vidyasagar College Co-operative Society sanctions loan
 - d) EPF (Employees’ Provident Fund)

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Energy conservation -The institute takes care to see that no electrical equipment runs unnecessarily. It is seen that most of the times; lights are not turned on unnecessarily when there is sufficient natural day light. Energy conservation is ascertained by the following manner :
 - ❖ It is ensured that the fans are switched off when the rooms are vacant.
 - ❖ Printers are turned off at the end of the day
 - ❖ “Sleep” mode on computers and monitors is highly used as and when applicable.
 - ❖ Use of CFL lamps instead of electric bulbs and tube lights.
2. Use of renewable energy - Education and awareness on using renewable sources is the prime area of focus. Teachers often suggest the students to use solar energy whenever available to minimize electrical energy consumption through use of electronic gadgets.
3. Water harvesting - Proposed to be implemented in the 3rd Campus.
4. Check dam construction - No initiative is taken in this aspect.
5. Efforts for Carbon neutrality - Initiative have already been taken.
6. Plantation - Greenery is maintained through potted plants in the corridors and the college premises. Limited space is well utilized. The college maintains a garden of medicinal plants. In the 3rd campus lot of greenery already exists.
7. Hazardous waste management -Proposed to be implemented.
8. E-waste management -The college authority takes adequate measures for E-waste disposal by the competent authorities.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Formation of Science Club and Cine Club by V.C.S.U.
2. Introduction of a new special paper “Advanced Geomorphology” in the Department of Geography, PG Section
3. Seminars are organized by different departments of the college.
4. UGC sanctioned grant (XIth Plan) (Phase wise w.e.f 2011) for introducing training programme aim that Entry into Services at Vidyasagar College Study Centre under merged scheme. Job-oriented coaching classes were introduced in Vidyasagar College Study Centre under the UGC sponsored merged scheme (XIth plan) relating to “Entry into services” programme.
5. Another UGC grant (XIth Plan) was sanctioned (Phase wise w.e.f 2011) for conducting remedial classes for the weaker sections (SC, ST , OBC) as well as for general students of our college to help them perform better in the University B.A./ B. Sc Examinations. Special remedial classes were being planned and implemented under the sponsorship of UGC (XIth Plan). The benchmark set was to improve the basic knowledge base of the SC,ST,OBC and General students under B.A./B.Sc Honours and General curriculum beyond the regular classroom lectures.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Plan of Action	Achievements
Wi – Fi Facility	The Post Graduate sections are facilitated with Wi - Fi
Academic upliftment	Proposal for opening of Hindi Honours is passed through Academic Sub-committee and ratified through Governing Body. Two new subject combination are opened – one for the students of Zoology Honours (ZOOA – 03: ZOOA, CEMG, PHYG) and one for Food & Nutrition Honours (FNTA – 04: FNTA, CEMG, ZOOG).

Promotion of Faculties	Five faculty members from departments of Bengali (1), History (2), Physiology (1) and Zoology (1) have been promoted to the rank of Associate Professor from the rank of Assistant Professor, considering their academic performance and years of experience.
Plantation in campuses	Plantation and gardening in the campuses of the college not only with ornamental plants but also establishment of an orchard to produce various fruits, cultivation of plants which have some medicinal importance, cultivation of various vegetable plants etc. which can induce research initiatives of animal and plant science as well as replenish the environment from black-mouth of pollution by releasing fresh oxygen and above all step a foot forward to contribute a bit for the maintenance of biological diversity.
Renovation & Repair	A separate mezzanine floor with Aluminium stair case is created with AC facilities in the Principal's Office of Main Campus for smoother functioning of the confidential official works. A new office and counter is established with modern facilities in the Ground Floor of Bidhan Sarani Campus. Room No. 001 is renovated and designated as the room for IQAC
Seat Enhancement	Seat nos. are increased in two PG Courses of Geography and Zoology. As compared to 53 students admitted in 2012-13, the number has increased to 106 in 2013-14. Seat nos. are also increased in various UG courses to gradually incorporate 10% seats for the students of OBC-A Category and 7% seats for the students of OBC-B Category in year wise fashion and without compromising the seats for students of General Category.
Special Paper	A new special paper is opened from this session in PG course of Geography named as 'Advanced Geomorphology'

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Welfare to the meritorious and economically backward first generation learners.
2. Decentralizing and Spawning Benevolent Participatory Management from all Sections.

See Annexure V and Annexure VI for details

7.4 Contribution to environmental awareness / protection

- Science and Technology, even though advanced cannot help in bringing about the change of attitude. Hence education in moral and ethical philosophy is needed for an environmental study to be made a mandatory part. Conducting regular classes on environmental education by expert faculty as part of the course curriculum to create environmental awareness among the students.
- Foundation of an orchard in the 3rd campus of the college with plantation of trees like mango, banana, jackfruit, drumstick, cotton plant etc to replenish the environment with fresh Oxygen as well as create an eco-friendly atmosphere has been done. Increasing visit of the bee-eaters, colourful birds in the 3rd campus of the college might be due to establishment of orchard which is an astonishing phenomenon in the forest of the concrete.
- Adequate measures are taken for energy conservation. The institute takes care to see that no electrical equipment runs unnecessarily. It is seen that most of the times; lights are not turned on unnecessarily when there is sufficient natural day light. Energy conservation is ascertained in following manner :
 - i) It is ensured that the fans are switched off when the rooms are vacant.
 - ii) Printers are turned off at the end of the day.
 - iii) "Sleep" mode on computers and monitors is highly used as and when applicable.
 - iv) Use of CFL lamps instead of common bulbs and tube lights.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT ANALYSIS OF THE INSTITUTION

Strengths

- Demand for the courses offered.
- Better job opportunities.
- Faculty members who are part of board of studies.
- Smooth student-teacher relationships.
- Following the guidelines of the affiliating University in academic activities.
- Participation of students in activities organised by NSS.
- Research activities are gradually increasing especially in PG section along with some UG Departments. PG Departments have Research Centre authenticated by the University of Calcutta which inculcate research acumen in the students.
- The College has a skilful and meritorious Faculty Profile.

Weaknesses

- Shortage of staff for some of the subjects.
- Need of modernized laboratories.
- Research and consultancy to be enhanced.
- Better placement opportunities to be provided to the students.
- Space crunch in the campus 1 & 2 and no infrastructure development is possible as the sites are declared as Heritage Site.

Opportunities

- Growing interest of the students in pursuing higher studies.
- To start certificate courses that might make the students competent in the job market.
- Plans for Inter disciplinary research work.
- Plans for organising more seminars and conferences in the college.

Challenges

- Book bank facility not available for students.
- Library to be fully automated in the future, depending on fund availability.
- Job oriented courses to be started in the 3rd campus on completion of the building.
- To open M.A/ M.Sc. in other subjects in 3rd campus.
- Self-employment application based courses to be started in 3rd campus.
- Providing Girls Hostel at 3rd Campus.

8.Plans of institution for next year

1. Plan for additional College canteen has been under active consideration.
2. Creation of IQAC room.
3. Installation of Wi-Fi connection.
4. Air conditioner machines to be provided for IQAC room, Principal's room.
5. Procurement of more lab-based and non lab-based equipment of different departments under consideration.
6. Procurement of more computers under consideration.
7. Purchase of more text and reference books will be done.
8. To introduce 3 more class rooms in the second campus of the building.
9. To introduce smart class rooms.
10. Installation of LCD projector machine with white screen.
11. Establishing laboratory for mathematics department at the top floor of second campus.
12. To reconstruct parking space at the ground floor of second campus.
13. Remodelling of office room and toilets at the ground floor of second campus.
14. To undertake exhaustive roof repairing.
15. Appointment of attendants and other staff in the laboratories, office and library (5).
16. To apply to the college service commission for filling up 15 vacant substantive posts.
17. Appointment of guest teachers to compensate for the class drops in respect of vacant teaching posts aided by college fund (80 to 90 teachers).

18. Reconstruction of entire old damaged roof of the college building at Bidhan Sarani campus.
19. Setting up E-library with digitization of database of the library along with INFLIBNET and bar coding system is envisioned.
20. To introduce research centre for pursuing Ph. D. works of research scholars under the direct supervision of Dr. Uttam Mukherjee in the Post Graduate department at Salt Lake campus (3rd campus).
21. Rejuvenation of NSS unit under the approval of Calcutta University.

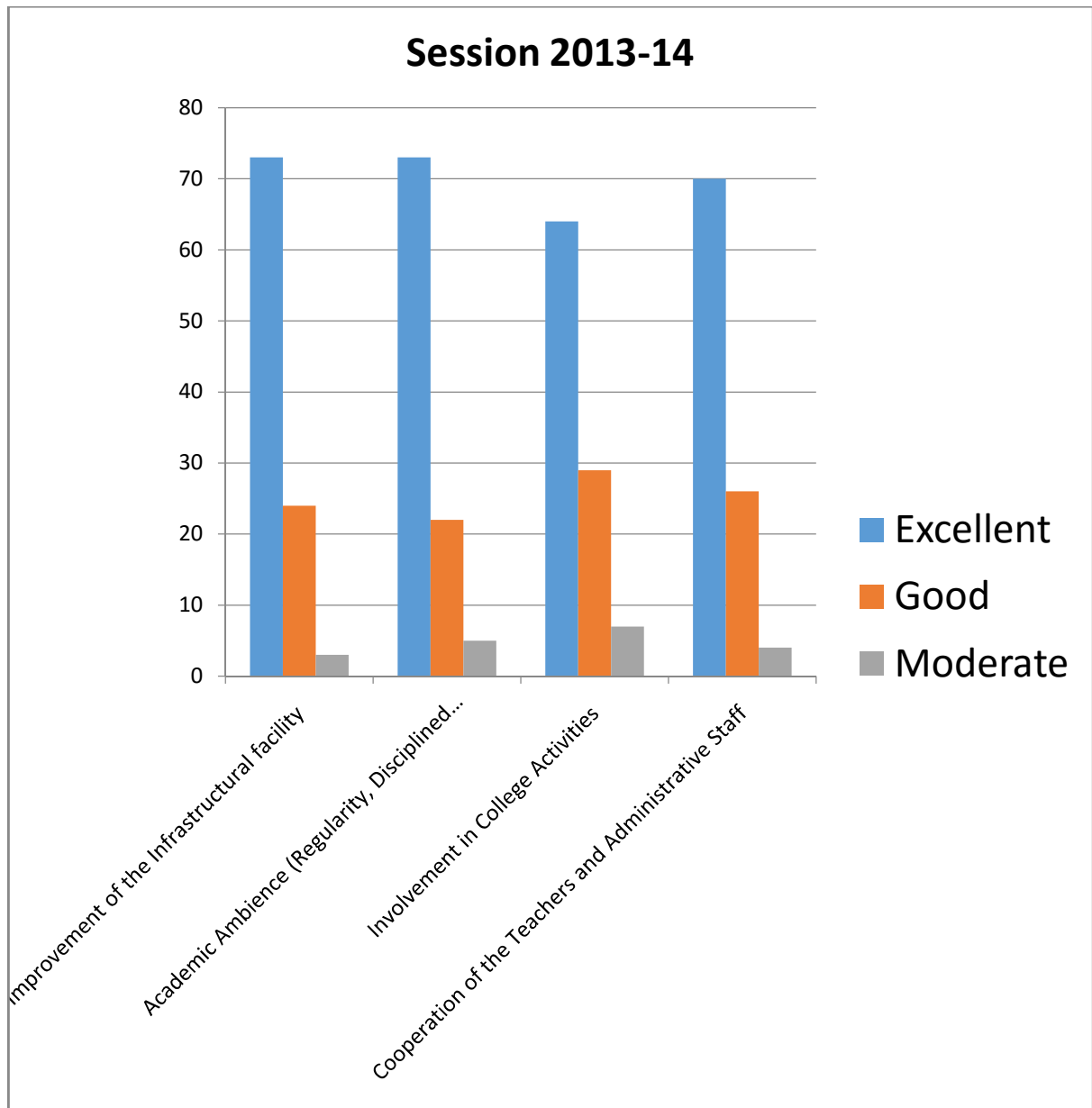
Name _____

Name _____

Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC

ANNEXURE - I

Feedback from Alumni

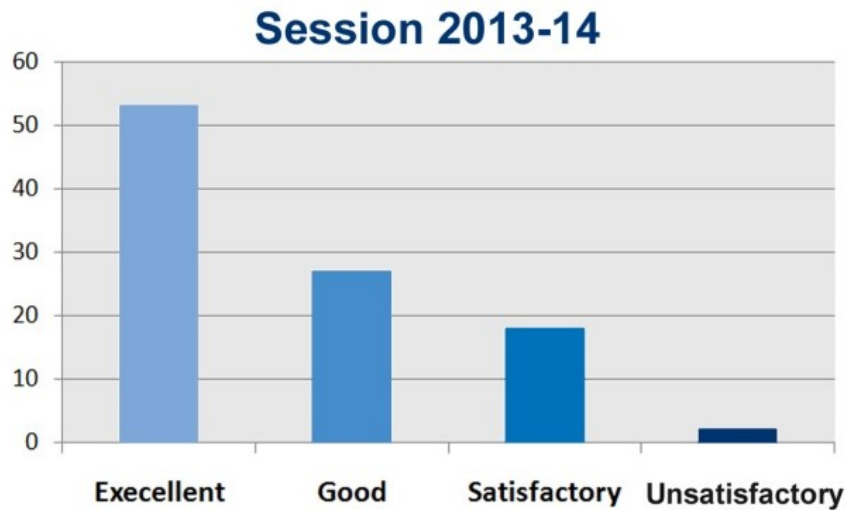


Bar diagram representing the scores (Excellent, Good and Moderate) for the year 2013-14.

The feedback forms were collected from the alumni of different departments and data was prepared on the basis of scores given on four criteria: i) Improvement of the Infrastructural facility, ii) Academic Ambience (Regularity, Disciplined Classroom/Laboratory, Teaching Methodologies, Status of Faculty), iii) Involvement in College Activities, iv) Cooperation of the Teachers and Administrative Staff for the year.

ANNEXURE II

Feedback from Parents



Bar diagram representing the scores (Excellent, Good, Satisfactory or Unsatisfactory) for the year 2013-14.

The feedback forms were collected from the parents of different departments during Parent-Teacher meeting and data was prepared on the basis of scores given on four criteria: i) Curricular aspects, ii) Teaching, Learning & evaluation, iii) Infrastructure & Learning resources, iv) Student support & Progression for the year.

ANNEXURE IIIA

Feedback from Students (U.G)

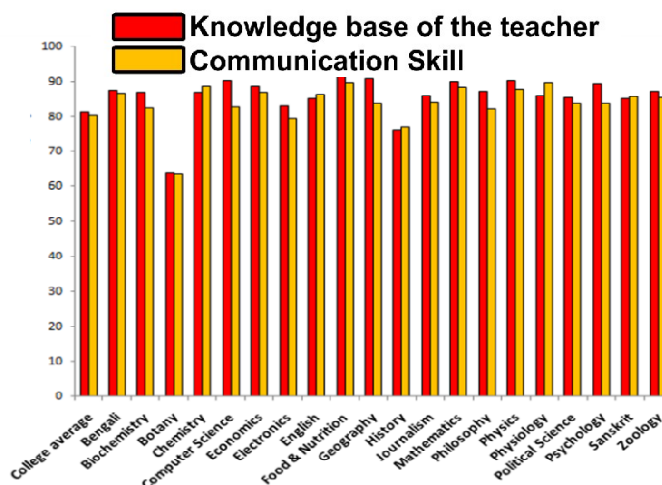


Fig. 1

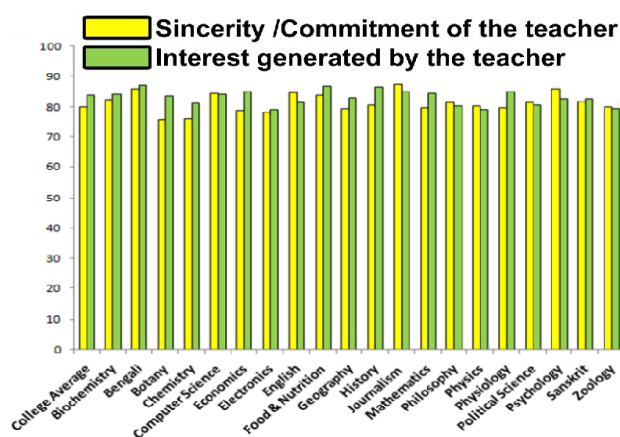


Fig. 2

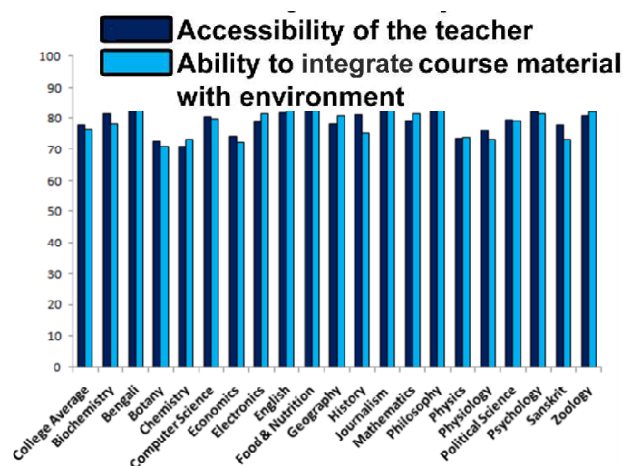
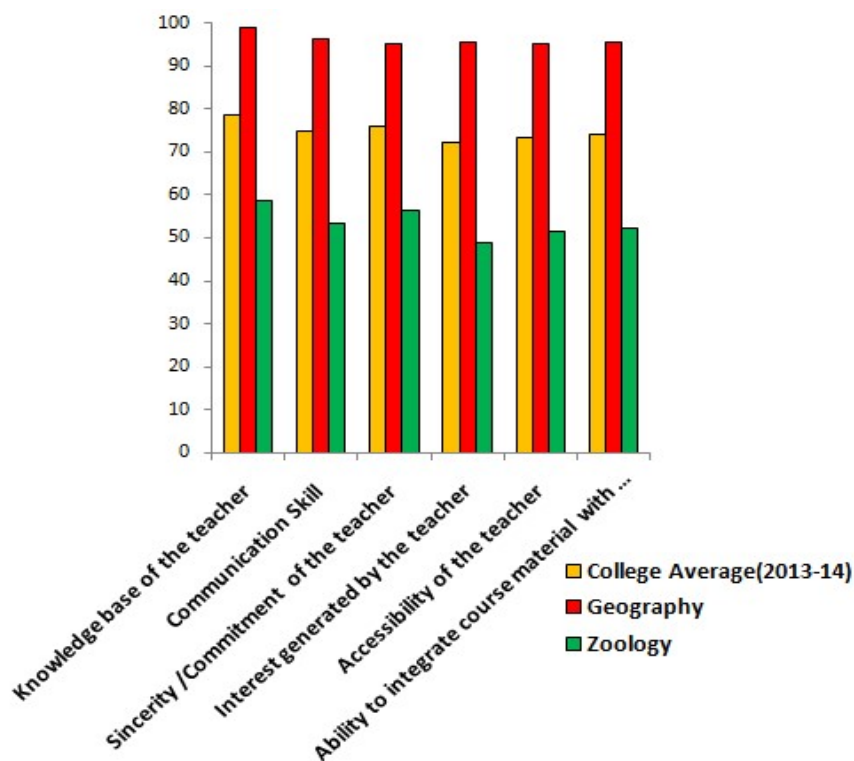


Fig. 3

The feedback forms were collected from the students of different departments and data was prepared on the basis of scores given on six criteria – i) Knowledge base of the teacher, ii) Communication skill, iii) Sincerity/ commitment of the teacher, iv) Interest generated by the teacher, v) Accessibility of the teacher and vi) Ability to integrate course material with environment.

ANNEXURE IIIB

Feedback from Students(P.G)



The feedback forms were collected from the students of different departments and data was prepared on the basis of scores given on six criteria – i) Knowledge base of the teacher, ii) Communication skill, iii) Sincerity/commitment of the teacher, iv) Interest generated by the teacher, v) Accessibility of the teacher and vi) Ability to integrate course material with environment

ANNEXURE IV



VIDYASAGAR COLLEGE

39 SANKAR GHOSH LANE, KOLKATA - 700 006



Academic Calendar for the B.A., B.Sc. Courses of Studies (under 1+1+1 System of Examinations) for the Academic Session 2013-2014

Course of Studies	Last Date of Admission	Date of Commencement of Classes	Last date of change of Subject(s) / Stream	Submission of Registration Form to C.U. by the College	Mid-term Exam	College Test	Result of College Test	Filing- up of Form for Univ. Exam.	Date of Commencement of C. U. B. A., B. Sc. Examinations	Date of C. U. B. A., B. Sc. Compulsory Language Examinations for PART - I
PART - I	08.08.2013	Within 3 rd week of July' 2013	30.08.2013	17.09.2013 (without fine) 30.09.2013 (with fine) (Application forms for Registration be submitted by the students to the college within 10.09.13)	2 nd Week of November' 2013	12.03.2014 - 19.03.2014	1 st week of April' 2014	2 nd week of April' 2014	07.08.2014	05.03.2014
PART - II	-----	within 7 days from the completion of Part-I Examination	-----	-----	2 nd Week of November' 2013	17.02.2014 - 21.02.2014	1 st week of March' 2014	2 nd week of March' 2014	25.06.2014	-----
PART - III	-----	within 7 days from the completion of Part-II Examination	-----	-----	-----	09.01.2014 - 15.01.2014	1 st week of February ' 2014	1 st week of February' 2014	09.04.2014	-----
Part-I & II Supplementary Examination, 2013				Filing up of check list: 3 rd week of December, 2013					04.02.14 - 13.02.14	-----

Sd/-

Dr. Tapan Kumar Mishra
Principal, Vidyasagar College
39 Sankar Ghosh Lane, Kolkata - 700 006

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ANNEXURE V

WELFARE TO THE MERITORIOUS AND ECONOMICALLY BACKWARD FIRST GENERATION LEARNERS

The welfare committee after reviewing the examination result and parental income level of the intending students prepares the list of deserving candidates.

Our generous gesture could have assisted those poor candidates to surmount the hurdles they had to face in course of pursuing B.A./B.Sc. degree courses. This probably shaped their devotion, motivation, dedication and determination and kindled as achievers.

Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	200	4,33,050.00
Financial support from government	147	18,91,000.00
Financial support from other sources (Zindal)	2	17,432.00
Number of students who received International/ National recognitions	-	-

* Name of few Kanyashree Recipients for 2013-14 are furnished below :

Sl. No.	APPLICATION ID	APPLICANT NAME	STATUS	ACTION PENDING
1	19050500802130000082	NAJMA ISLAM	FORWARDED TO DM/DSW FOR SANCTION	---
2	19100109603130000062	TANIA BANERJEE	FORWARDED TO DM/DSW FOR SANCTION	---
3	19112701804130000129	TANUSREE PAUL	SANCTION FINALIZED	KANYASHREE ID CARD
4	19112701804130000273	PRIVANKA BARAL	SANCTION FINALIZED	KANYASHREE ID CARD
5	19113501204130000176	SAMPRITI GHOSH	SANCTION FINALIZED	KANYASHREE ID CARD
6	19113501604130000169	SAHINA BANO	SANCTION FINALIZED	KANYASHREE ID CARD
7	19113900309130000181	REYA DEY	FORWARDED TO DM/DSW FOR SANCTION	---
8	19113901607130000171	ARPARA SAHA	FORWARDED TO DM/DSW FOR SANCTION	---
9	19114101105130000236	SUMONA DEY	SANCTION FINALIZED	KANYASHREE ID CARD
10	19114101105130000281	JAYATRI SEN	SANCTION FINALIZED	KANYASHREE ID CARD
11	19114101105130000304	PRIYA ADAK	SANCTION FINALIZED	KANYASHREE ID CARD
12	19114101105130000395	MANALI MITRA	SANCTION FINALIZED	KANYASHREE ID CARD
13	19114301207130000015	DONA ROY	FORWARDED TO DM/DSW FOR SANCTION	---
14	19114301207130000018	PALLABI GUHA	SANCTION FINALIZED	KANYASHREE ID CARD
15	19114402803130000038	PIYASH BANERJEE	FORWARDED TO DM/DSW FOR SANCTION	---
16	19114403106130000065	RAKHI CHAKRABORTY	SANCTION FINALIZED	KANYASHREE ID CARD
17	19114500203130000005	TRISHNA CHAKRABORTY	SANCTION FINALIZED	KANYASHREE ID CARD
18	19114600904130000767	RITA BIT	SANCTION FINALIZED	KANYASHREE ID CARD
19	19115000203130000001	SUPRAGNYA GHOSH	FORWARDED TO DM/DSW FOR SANCTION	---
20	19115000505130000062	MONI GHOSH	SANCTION FINALIZED	KANYASHREE ID CARD
21	19115000802130000024	TRISHA BISWAS	SANCTION FINALIZED	KANYASHREE ID CARD
22	19120710502130000123	SHREYASI BOSE	FORWARDED TO DM/DSW FOR SANCTION	---
23	19121207805130000012	RIYANKA KUNDU	FORWARDED TO DM/DSW FOR SANCTION	---
24	19122802307130000012	DEBANGANA CHATTERJEE	SANCTION FINALIZED	KANYASHREE ID CARD

Provision of railway concession and subsidised educational tours and excursions in the format of single fair - double journey signify our untiring efforts for students welfare.

The college offers welfare facilities to both teaching, non-teaching community. Provision of loan facility up to Rs. 3,00,000 to all the teaching and non-teaching members by the Vidyasagar College Cooperative Credit Society is another best practice offered uninterrupted as outlined below. It has been awarded the most prestigious **Grade 'A' achievement in co-operative movement in India**. It functions like a banking system empowered with savings and fixed deposit facilities.

Vidyasagar Colleges' Employees' Co-Op. Credit Society - Its speciality

1. Single Co-Operative Society for Vidyasagar Group of Colleges – Vidyasagar College, Vidyasagar College for Women and Vidyasagar Evening College.
2. Grade 'A' achievement in co-operative movement in India
3. Easy Credit to facilitate the members of Vidyasagar Group of Colleges.
4. NAAC 1st cycle appreciated the practice of Co-Operative Society.
5. General Meeting held at least twice in every year to review the progress of the Society.
6. Different types of Long Term loan facilities up to Rs 3,00,000 @ 11% for 6 years term, deposit schemes like recurring deposit - @6% to 8% for 6months to 3 years term are available. Fixed deposits, @6% to 8.5% for 6months to 3 years term are offered as well.
7. Society can reach out to the highest limit of humanity.
8. Savings deposit facilities during day & night schedule can be operated. Rate of interest is given at per banking systems.
9. Loan facility remains flexible for the members.
10. This co-operative credit society has 30 years of experience in serving for the concerned employees.

ANNEXURE VI

AWARD OF DBT SPONSORED STAR COLLEGE SCHEME TO THE DEPARTMENT OF ZOOLOGY, U.G SECTION

Decentralizing and Spawning Benevolent Participatory Management from all Sections:

Objective/Goal:

To involve all three sections of the College – the faculty, the non-teaching staff and the students in decision making and implementation, acknowledge their contribution and evolve an atmosphere of participatory management towards overall betterment of the College.

Need Addressed and the Context:

To create a liaison between all the three sections and stakeholders of the College towards formulating need analysis, policy decision, effective implementation of action plans and thereby developing a conducive environment for harmonious administration.

The Practice:

The functioning of all affiliated colleges under the University of Calcutta are guided by the Statute of the University, 1979. As per Statute, the constitution of the highest body - the Governing Body (GB) is advocated to consist of a President, Principal, (Secretary), 4 teaching members, 2 non-teaching members, 1 student (Students' Union General Secretary), 2 State-Government nominees, 2 University nominees and 1-2 Donors/Civic body members. GB may appoint different committees and sub-committees including teacher representations for the smooth functioning of the College.

The constitution of the GB of Vidyasagar College is endorsed as per the guidelines framed by the Affiliating University, and performs its function in the best possible and befitting manner.

Realizing the importance of the presence of all three sections of human resources in the GB, the management mobilizes the same plan for all functional bodies/ committees/ sub committees of the College.

In order to promote a culture of participative management, all committees and sub-committees that monitor constructive development and functioning of the College are constituted involving teaching members, non-teaching members and the primary stakeholders (the students) so that each section can provide active participation in all decision making processes and proper persuasions of the same.

The various administrative and academic bodies comprise the following:

- (i) Governing Body (Statutory Body)
- (ii) Teachers' Council (Statutory Body), Presided over by the Principal
- (iii) SikshaKarmi Union (Statutory Body)
- (iv) Students' Union (Statutory Body)
- (v) Finance Committee (Statutory Body), Chaired by Principal
- (vi) Purchase committee
- (vii) Building Committee
- (viii) Sports committee
- (ix) Election Commission for Students' Union election
- (x) Various sub-committees set up by the Teachers' Council, underwritten by the Principal, which include the following:
 - Admission sub-committee
 - Academic sub-committee
 - Examination sub-committee
 - Routine sub-committee
 - Library sub-committee
 - Students' Welfare sub-committee
 - Prize & Award sub-committee
 - Magazine sub-committee
 - NSS sub-committee
 - SC/ST Cell
 - Anti ragging & Grievance cell
 - Career counselling and placement cell

There are other sub-committees for teachers only (Cultural/Farewell, T.C. Journal & Tour sub-committees). Each of the sub-committees enumerated have 2 non-teaching and 1 student representations apart from teacher member representations, each being headed by the Principal. Student representation are not present in purchase and examination sub-committees.

Representations from all three sections make the administration widely decentralized. Meetings are held in general by all sub-committees and all teacher members', educational employees' body and student representatives can participate in all the agenda discussed in the meetings, share their views, perform need-analysis and formulate action plans.

The President of the Students' Union is a faculty member, nominated by the Principal, who monitors all the cultural, social and recreational activities performed by the Students' Union.

Since student members are representatives of all bodies of the College, taking part in all decision making processes and in turn fostering their active participation and obliging their valued views, strengthen their self-confidence and managerial skills. Any issues related to their problems can be addressed at all spheres.

Advocating the inclusion of non-teaching representatives and supportive staff in the process of making action plans, incorporating them towards execution of strategic plans, helps them to provide a better and need-based technical support. Being able to shoulder their responsibility in all areas, improves their efficiency in discharging their responsibilities – thus creating a cordial atmosphere between all sections of the College.

Evidence of Success:

Efficiency of administration improves due to motivation and involvement of the main constituent Human Resources within the College. Each member feels proud for any good achievement of the College.

Problems Encountered and Resources Required:

Various problems are encountered (mainly internal and few external), but they are meted out in a congenial manner with help from all above mentioned quarters.

Various resources, which are required, are mainly based on student intake and the demand is increasing day by day. Infrastructural development is required which requires both finance and space. However, within the present infrastructure the problem has been meted out for the time being.