



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	VIDYASAGAR COLLEGE
• Name of the Head of the institution	Dr. Sudipa Bandopadhyay
• Designation	Teacher in Charge
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9748388976
• Mobile No:	9231616963
• Registered e-mail	vidyasagarcollegeiqac@gmail.com
• Alternate e-mail	vidyasagarcollegeiqac1@gmail.com
• Address	1. 39 Sankar Ghosh Lane, Kolkata 700006, 2. 17 Bidhan Sarani, Kolkata 700006, 3. Block-CL, Plot 3-8 & 44-50, Sector II, Salt Lake City, Kolkata 700091
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700006, 700006, 700091
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)																		
• Name of the Affiliating University	University of Calcutta																		
• Name of the IQAC Coordinator	Dr Nirmalendu Mukhoti																		
• Phone No.	9831496596																		
• Alternate phone No.	9073750964																		
• Mobile	9831496596																		
• IQAC e-mail address	vidyasagarcollegeiqac@gmail.com																		
• Alternate e-mail address	vidyasagarcollegeiqac1@gmail.com																		
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.vidyasagarcollege.edu.in/pdf/AQAR_Reports/2021-22_AQAR_REPORT.pdf																		
4. Whether Academic Calendar prepared during the year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.vidyasagarcollege.edu.in/ug-academiccalendar																		
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B+</td> <td>2.63</td> <td>2009</td> <td>29/01/2009</td> <td>28/01/2014</td> </tr> <tr> <td>Cycle 2</td> <td>B++</td> <td>2.8</td> <td>2016</td> <td>16/12/2016</td> <td>15/12/2021</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B+	2.63	2009	29/01/2009	28/01/2014	Cycle 2	B++	2.8	2016	16/12/2016	15/12/2021
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to														
Cycle 1	B+	2.63	2009	29/01/2009	28/01/2014														
Cycle 2	B++	2.8	2016	16/12/2016	15/12/2021														
6. Date of Establishment of IQAC	03/01/2012																		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																			

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Vidyasagar College	College Grant	State Government	365 days	157487491
Aindrila Chattopadhyay	Major Research Project	WBDST	2018, 1095 (extended upto 2022)	1499800
Subhadeep Ganguly	Major Research Project	CSIR	2019, 1825 days	3000000
Mousumi Das	Major Research Project	WBDST	2018, 1825 days	1496032
Ankur Bhowal	Major Research Project	Boost Program, DBT, WBDST	2018, 1825 days	3000000
Department of Zoology in PG	Major Research Project	MoEF & CC, Government of India	2019, 1095	3993600

8. Whether composition of IQAC as per latest NAAC guidelines	Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File		
9. No. of IQAC meetings held during the year	4		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Nil		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No		

Plan of Action	Achievements/Outcomes
<p>1. Continuing education utilizing ICT tools as far as possible for PG, Honours and General courses.</p>	<p>1. All the Departments have used their available resources optimally to bring all students under the same facilities. Special care was taken for students coming from the economically weaker section of the society.</p>
<p>2. Proper curriculum delivery to be ensured.</p>	<p>2. a) The completion of the syllabus in stipulated time period was always encouraged by college. (b) Academic calendar was prepared for different activities. Sometimes it has to be modified due to Government orders and University circulars. (c) Routine was prepared for proper distribution of classes among teachers and students.</p>
<p>3. Continuation of value-added courses</p>	<p>3. Vidyasagar College computer centre has completed general computer awareness program for all students successfully.</p>
<p>4. Community out-reach programs and social awareness program among common people to be planed.</p>	<p>4. It was successfully implemented through collaborative initiatives with student's representatives. Various activities like organizing blood donation camp, distribution of clothes and blankets among poor people etc.</p>
<p>5. Continuation of Psychological counseling.</p>	<p>5. The Psychological Counseling cell was established in the session 2020-2021 as per Government notification under the supervision of Psychology Department which has successfully continued their service towards students and staff of the college.</p>

13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
IQAC	19/04/2024
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-2023	09/03/2024
15. Multidisciplinary / interdisciplinary	
<p>The college is willing to introduce multidisciplinary subjects for all round development of the students as per the National Education Policy 2020. The Government of West Bengal decided to implement NEP 2020 from the academic session 2023-2024. There are interdisciplinary skill development courses already in the existing syllabus and may be extended in future. Vidyasagar College had already introduced some short-term course, general computer awareness, at the Vidyasagar College Computer Centre to equip students with basic knowledge of computer and skills. In addition, some short-term job-oriented diploma and certificate courses are also offered to equip students for Government jobs and jobs in private sector. The college has already adopted many interdisciplinary topics in the curriculum of many subjects as per the CBCS syllabus introduced in 2018. The college organizes seminars and lectures by eminent persons to inculcate basic scientific knowledge and social values among students and teachers. Under the present CBCS system, the college offers flexible and innovative curricula, as far as practicable, to cater flexible mode of delivery of knowledge.</p>	
16. Academic bank of credits (ABC):	
<p>Vidyasagar College being affiliated to the University of Calcutta, the introduction of ABC in the institution requires permission of the University. The college follows student-centric approach regarding the distribution of knowledge. Hence, the college as well as the teachers are constructive, integrative, need and inquiry based in nature. Summative assessments and adequate project work/field work/ presentations by students/ rigorous assignments are</p>	

used to foster and evaluate the students' outcomes.

17.Skill development:

Following the ideals set by the founder, Pundit Iswarchandra Vidyasagar, the progressive educationist and social reformer, the college continues to provide special aid and support to students from backward and deprived sections of the society. It provides an environment of learning which is beyond the boundaries of cast, religion and gender. The present syllabus under CBCS curriculum includes Skill Enhancement Courses (SEC) Discipline Specific Elective Courses (DSE) to enlighten students in specific important applications of courses relevant in present daily life. The festivals of national importance and also birth and death anniversary of the founder were celebrated by the college to make students aware of the national history and great heritage of this college in the context of popularizing higher education.

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

Bengali, English and Sanskrit are the Departments of college who taught Indian languages in honours and general courses. Hindi is also taught as an optional general course. Ability Enhancement Compulsory Courses (AECC) is compulsory either in Bengali or Hindi, for all undergraduate students.

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

Though knowledge is a life-long activity and apart from good qualities, a positive attitude needs to be inculcated among students to lead students towards a successful future. Thus education need to be outcome based and ability to interpret, analyze, evaluate and develop sense of responsibility are the key factors towards successful and effective citizenship.

20.Distance education/online education:

The situation of COVID 19 pandemic had introduced the faculty and students to compulsorily make use of various technological tools like Google Classroom, Zoom, Google meet, Virtual lab tours, publication of videos and making use of various teaching aids. Faculty and students are now adopted to this online education, where group collaboration, interaction and assessment had been done. Institution encourages the use of blended mode of learning now under normal condition too. Distance education through online learning will be a good alternative and may be executed if necessary.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	416
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	3113
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	783
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	1012
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	145
File Description	Documents
Data Template	View File
3.2	78

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	Classrooms 37, Labs 39, Seminar halls 2, Research labs 5,
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1,03.66504
4.3 Total number of computers on campus for academic purposes	150
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Effective, strategic and systematic mechanism for curriculum delivery has been introduced by the college.</p> <p>Academic Calendar:</p> <ul style="list-style-type: none"> College has designed academic calendar following the master calendar published by University of Calcutta. The Routine Sub-committee prepared a comprehensive master routine for all the departments and each department prepares their individual routine considering the master routine and displays in the departmental notice board as well as in the respective whatsapp group of the students. <p>Lesson Plan:</p> <ul style="list-style-type: none"> Lesson plan was prepared by the departments at the beginning of each semester. Records for theory and practical classes are maintained in attendance registers, Equipped laboratories are utilized maximally for conducting 	

practical classes.

- Students maintain laboratory note books and signed regularly by assigned teachers.

Teaching Aids:

- Charts, maps, models and specimens, conventional chalk and board method used.
- Study materials, assignments are provided to the students through respective whatsapp groups.
- Internet, computer, LCD projectors and other audio-visual aid were used as per requirement.
- Seminars, workshops organized by the departments for the upgradation of students and teachers.
- Each department maintains a library with text books and reference books.

Students' Support:

- Students are assessed through Internal Assessment and Tutorial examinations.
- Remedial classes are arranged for slow learners and students are free to contact faculty beyond schedule class hours.
- The advanced learners are encouraged for further improvement by the faculty and may contact senior students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.vidyasagarcollege.edu.in/master_routine

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

- Academic calendar was prepared by the college at the beginning of every academic session following the guidelines of University of Calcutta provided in their academic calendar with necessary modifications. This is portrayed in the college website and strictly followed by the institution.
- The syllabus was distributed among the teachers on the basis of the available teaching days in the year (varies from 250 to 260 approximately). Students are evaluated through examinations following dates and schedules of the affiliating

University which are mentioned in the college academic calendar also.

- Students are advised to follow the laboratory manuals provided by the respective board of studies during the practical classes so that they can face the final University exam confidently at the end of each semester conducted at other colleges under the University.
- After the pandemic the University was not providing any academic calendar. The college in consultation with IQAC framed the calendar for the smooth running of the academic session.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.vidyasagarcollege.edu.in/ug-academiccalendar

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

43

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

655

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

655

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

1.3 - Curriculum Enrichment

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

The syllabus introduced by University of Calcutta contains many crosscutting issues in different subjects.

- The UG syllabus of Philosophy included Professional Ethics. The core course contains extensive study of Ethics, Normative and meta-ethics.
- Gender issues are discussed in the UG syllabus of Bengali, English, Sanskrit and History which highlights on the various dimensions of power and patriarchy.
- Human values are addressed in the UG course (DSE A2) of Philosophy. The generic elective course(GE) of Philosophy includes value education.
- Environment and sustainability is discussed in CC, SEC and GE syllabus of courses of Chemistry, Botany, Zoology, Geography and Economics.
- AECC-2, the compulsory paper for all students of college which includes a paper of Environmental Studies, Ecology and sustainability. All the students have to prepare a project on some of these topics for evaluation.

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

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

106

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

1062

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.vidyasagarcollege.edu.in/feedback_analysis_action_taken

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1939

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

368

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

2.2 - Catering to Student Diversity

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

- The students have to attend a compulsory counseling session on the first day of their college, where departmental teachers**

are introduced to the students, routine and outline of the syllabus are discussed by the teachers and Principal/Teacher-in-charge delivered a lecture about the heritage and future plan of the college to motivate the students about their studies and life.

- Teachers observe the responses of the students very carefully during the early classes to identify the slow and advanced learners such that appropriate measures can be taken without any sense of discretionary attitude.

Strategies adopted for slow learners:

1. Remedial classes are arranged after completion of the syllabus.
2. Tutors, mentors give academic and personal counseling.
3. Since most of the students come from Bengali medium schools, bilingual explanation of the subject matters in class is done for better understanding of the students.
4. Lecture notes and also books are provided if necessary.

Strategies for the advanced learners:

1. Attend remedial classes for revision of the subject and for solving previous year university questions.
2. In personal session, teachers try to make them aware about their weakness.
3. There are number of programs which have provisions for on-site visits and excursions, which act as stimuli for both category of learners.
4. Students are motivated to participate in extra-curricular activities, exhibitions, quiz contests , cultural competitions etc.

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

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

Number of Students	Number of Teachers
3113	145

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

- **Class Room lectures:** Black board & chalk technique is used as the principal mode of teaching though after pandemic situation online teaching is also used using various online platforms.
- Interactive methods like group discussions, subject quiz, question answer discussions etc are used for better understanding of the subjects.
- **Experiential teaching/laboratory method** is used in teaching science subjects to acquaint the students with facts directly. In some cases teachers explain experimental processes using available online resouces also.
- Project work/field work are incorporated in many courses of CBCS syllabus. It stimulates students interest and develop their independent thoughts about the subjects.
- Seminars and workshops are organized regularly by most of the departments to keep students updated in the recent field of studies and broaden their outlook towards the subjects they are learning.
- Field trips and excursions are arranged in both science and arts subjects to give students real life experience. Such process of learning is in the syllabus of Botany, Zoology and Geography. History and Economics departments also some times arrange such trips to places of historical interest and for conducting survey on a particular issue respectively.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

- **ICT enabled teaching methodologies** are mandatory for some course contents. They are done using the standard procedures required and available.
- Many courses require dissertation presentations. Students

present paper using power point presentations prepared by themselves.

- Many teachers use ICT as a tool for delivery of their class lectures.
- The college has dedicated computers, computer labs and ICT enable class rooms.
- Each department has computers for there use in teaching and learning.
- The college Central library is fully automated and uses NewGenlib software version: helium 3.1.5, since 2016. Access to e-resources is provided by N-LIST program of INFLIBNET.
- Library uses its own blog, <https://vclibrary.wordpress.com>
- Classes are also conducted using ICT enable platforms like Google Meet, Google Class room, Zoom Meet etc when necessary. Students are contacted through WhatsApp groups created for all group of students of all Departments. Study materials, notes, PYQs are often distributed through these groups.
- Admission, university registration, form fill-up etc were performed using electronic media.

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

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

2.3.3.1 - Number of mentors

114

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

76

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

76

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

2109

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode.

Write description within 200 words.

- A transparent and robust mechanism of Internal Assessment has been established by the college following the regulations of the affiliating University. The examination sub-committee usually conducted the examination procedure with the help of teachers and non-teaching staff.
- The CBCS system following semester pattern was adopted by University of Calcutta from 2018. Internal Assessment for both the honours and general courses are held at the end of each semester where marks are given on the basis of a test and regular attendance of the students.
- Regular attendance of students are maintained and students are reminded every time that if attendance drops below 60%, they will be debarred from appearing in the final University examinations.
- The Internal Assessment Examinations are held as per time schedule of University and marks uploaded to University Portal, within the given time period.
- Students are informed about the examinations through notices uploaded in the website and also put up on notice Boards and also in dedicated whataApp groups.

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

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

- Marks of Internal Assessment is 20% of the full marks of the examination. The marks of the examination is uploaded in the University portal via online mode. Once uploaded, it can't be changed from college end.
- Students can apply for review or self inspection of their answer scripts after the publication of the result by University, of course duly forwarded by the head of the institution.
- Students can also apply for PPR/RTI within one month from the date of publication of result.
- The college has an examination sub-committee under the convener ship of two teachers, which deals with issues involving grievances of students regarding examinations and results and helps in leasing closely with the University.

- Grievances related to University Examinations are placed before the office of Controller of Examinations of the University and addressed in due course.
- The answer scripts of Internal/Tutorial examinations are preserved in the college for a stipulated period of time, so that any inquiry raised within this period can be solved easily.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.vidyasagarcollege.edu.in/ug-academicnotices

2.6 - Student Performance and Learning Outcomes

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

- Programme/Course outcome is an integral part, that pertains to the vision and mission of the college. Though it is basically an undergraduate college, the college emphasizes on outcome based learning such that it suits to the present day interest of the students. It helps students to progress successfully towards higher education.
- The PO, PSO and CO are displayed on the college website, so that newly admitted students can make effective academic and career choices before enrollment.
- The teachers of all disciplines internalize the programme outcomes(PO) of the syllabi formed by affiliating University. The Programme specific outcome (PSO) and then the detailed course outcomes (CO) are discussed at the Departmental meetings, during the allocation of syllabus to the teachers prior to starting of each semester.
- A few orientation classes are organized by each department for the newly admitted students, where they are made aware of the programme outcome of there courses. The idea of PO, PSO and CO become clear to the students gradually during the teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.vidyasagarcollege.edu.in/academic-ug
Upload COs for all courses (exemplars from Glossary)	View File

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

- Emphasis is given by every department on proper distribution of syllabus among the teachers with time frame for completion of syllabus, which is already displayed in every paper/courses of the University syllabus. Every departments has a well defined plan for completion of the syllabus.
- Continuous evaluation of students' progress is carried out by various methods like interactive participating learning, group discussions, viva-voce during laboratory work, short class test, home assignment etc .
- Online student feedback is collected at the end of final semester, with points pertaining to curriculum as well as institutions effectiveness towards delivery of the curriculum. The discrepancies if any, are thus received from the students point of view, tried to be rectified.
- The marks(CGPA & SGPA) obtained by the students at the end of sixth semester is the indicator of the final outcome of the courses or programmes.
- The major programme outcome of a primarily UG college is progression of students to higher education, The PG students try to pursue still higher studies or opt for some other career, depending upon the nature of applicability of the course.
- The college tries to keep track of the progress of the students through personal and departmental contacts.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.vidyasagarcollege.edu.in/academic-ug

2.6.3 - Pass percentage of Students during the year	
2.6.3.1 - Total number of final year students who passed the university examination during the year	
837	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.vidyasagarcollege.edu.in/annual-reports
2.7 - Student Satisfaction Survey	
2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)	
https://www.vidyasagarcollege.edu.in/student_satisfaction_survey_reports	
RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
1704.76923	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year****2**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****20**

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****62**

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

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

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

29

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Extension activities are carried out in the neighbourhood community by the student volunteers, thus sensitizing students to social issues for their holistic development and its impact thereof.

Department of Biochemistry in collaboration with IQAC, Vidyasagar College, organised a Diabetes Awareness Programme as a mark of social responsibility on the occasion of Sesquicentennial Celebration on 14th and 15th December, 2022. Blood sugar levels (random and HBA1c) of teaching and non teaching staffs as well as around 100 local residents were tested free of cost.

Under the guidance of some teachers, students have involved themselves to social works like distribution of blankets among the poor people during winter, distribution of new cloths among poor people before Durga Puja etc.

Some other activities like blood donation camp, medical camp are also organized.

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

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

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

0

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

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

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

0

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

0

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

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

31

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

1 . Classroom:

There are 37 well ventilated class rooms in the college which are well equipped with sufficient number of benches, lights and fans distributed in its three campuses.

2 . Library:

The central library is situated at the first floor of Bidhan sarani Campus covering a carpet area of nearly 1140 sq.ft with seating capacity of approximately 50 students at a time. The library is fully automated (soft ware used: NewGenlib) having e-journals and e-books.

3 . Laboratories

There are 39 laboratories for lab-based subjects. The laboratories are upgraded with advanced laboratory equipments required to cover up the syllabus. Each laboratory is spacious enough for conducting the practical classes effectively.

4 . Seminar Hall

There is a well designed seminar hall named Acharya Prafulla Chandra Sabhakakhya, with modern facilities like LCD projectors, sound system, wi-fi connectivity, AC etc.

5 . Auditorium:

There is a large hall named SABHAGHAR used as an auditorium.

6 . Advanced laboratories, Audio-visual, studio:

Computer Science and Journalism & mass communication departments have well designed computer laboratories with advanced audio-visual and multimedia facilities.

7 . Computers:

All departments have computers with wi-fi connectivity.

8 . Computer Centre:

There is a separate computer center of the college for conducting certificate and diploma courses.

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

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

Vidyasagar College has outstanding history of sports and games.

The college being situated at a very prime urban region of Kolkata, there is a very little space for accommodating large play grounds. The MARCUS SQUARE is a play ground provided by the Calcutta Municipal Corporation, for use of Vidyasagar College along with five other colleges of the locality. The college often conducts intra-college and inter-college football and cricket matches.

There is a small ground in the Bidhan Sarani campus for conducting badminton, volley ball etc. games.

There are separate common rooms for boys and girls, equipped with indoor games like table tennis, carrom boards etc.

The college has also a well designed Gymnasium named GOSTHA PAL GYMNASIUM, named after the legendary football player, an alumnus of this college, for the use of students and teachers. Separate trainers for boys and girls are available here.

The auditorium, SABHAGHAR, can accommodate about 150 people, has a stage and seating arrangements, for cultural activities. Different cultural activities, competitions are organized here.

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

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

27

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

27

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

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

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

1,03.66504

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

4.2 - Library as a Learning Resource

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

The central library of the institution has a huge collection of text books, reference books, peer-reviewed journals, bound volumes of journals.

It has also an archive, BHAGABATI DEVI ARCHIVE, named after mother of the founder, containing many books of historical importance, used by founder, Iswar Chandra Vidyasagar, with Morocco binding and gold design and edges.

The well-equipped reading room can accommodate about 50 students at a time with conducive environment for study.

A visitor record book is maintained for students and faculty members.

Barcode labeling of newly added books was done with computerized issue return of books and computerized membership cards for all students have been done.

National Digital Library(NDL) services for accessing e-resources have been provided in addition to N-LIST access to members.

The library is automated and provides the service of FULLY AUTOMATED CIRCULATION, and also facilities for clipping, reference, computer and printing, internet, information and display notifications, user orientations/information literacy.

Name of the ILMS software: NewGenlib, software developed by Verus Solution Private Limited.

Name of Automation: Fully automated Circulation System.

Version: 3.1.5

Year of automation: 2004 - 2005 9 soul software, replaced with NewGenlib in 2016).

Name of e-journals: N-LIST e-resource subscription and member of National Digital Library(NDL).

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://vclibrary.wordpress.com/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.77478

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

5725

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Different digital technological facilities are available in the college. There are 3 smart class rooms, 1 digitally equipped seminar hall and digitally equipped laboratories in the departments like Physics, Chemistry, Computer Science, Electronics, Journalism & Mass Communication etc.

The Wi-Fi connectivity is available in the Bidhan Sarani Campus including library and in salt lake campus. Some of the departments of 1st campus also have wi-fi connectivity.

Computers and other related accessories are available in all departments of the college and teachers can use the ICT in the class room and laboratories if needed.

Most of the official work is being done with the help of ICT. All these basic IT facilities are maintained and updated regularly.

- Regular computer servicing and formatting done by dedicated AMC.
- Anti-virus software were installed as per requirement.
- Maintenance of wi-fi connectivity and CCTV.
- Maintenance of college website.

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

4.3.2 - Number of Computers

150

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

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

1,03.66504

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

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

1. Laboratories:

Laboratories are maintained by respective departments. Stock registers are maintained and updated regularly. Optimal use of resources are encouraged to minimize wastage of chemicals and others. Maintenance of hazard free environment and fire fighting facilities are highly emphasized. Purchases are done through the

approval of purchase committee, tendering in the college website, comparative study of the quotations and placement of order.

2. Library:

The college has a central library along with seminar libraries for the departments. The library has Librarians and other supporting staff. There is also a library committee, of which the Librarians are Conveners, which meet periodically to review activities of library and suggest improvements for providing better services.

3. Sports:

The college has a small play ground in Bidhan Sarani Campus used for badminton, volley ball etc tournaments.

The students' common rooms (separate for boys and girls) are also equipped with facilities of indoor games like table tennis, carrom etc.

The gymnasium of the college is equipped with facilities for gym and yoga and has coordinators (separate for boys and girls) who ensure to strict adherence to the rules.

4. Computers:

The computers of the college are maintained by IT professionals for which AMC's are made.

5. Class rooms:

Building Sub-committee of the college inspected classrooms and other portions of the college periodically and arrange for renovation and repair work as and when required following standard procedure.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
683	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
98	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

E. None of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

18

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

170

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

examinations) during the year**34**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.****9**

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

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

There is a strong cultural unit of Vidyasagar College that organizes events throughout the year and provides a platform both to the students and staff for showing their creativity and talents and exposes them to the rich culture and heritage of our country.

The Students' Union organizes various cultural programs and competitions for the students like college Social, Fresher's Welcome etc.

General Secretary of Students' Union of the college is a member of

the Governing Body of the college as students' representative. Most of the academic and administrative bodies have student representative from students' Union. The institution encourages participation of the students in all developmental activities of the college, including planning and implementation.

The Students' Union is an active and constructive body in the college where one senior teacher acts as President and maintains an atmosphere of unity and brotherhood and promotes an academic environment in the college campus and also acts as a link between administration and students.

File Description	Documents
Paste link for additional information	<a href="https://www.vidyasagarcollege.edu.in/governi
ngbody">https://www.vidyasagarcollege.edu.in/governi ngbody
Upload any additional information	View File

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

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

9

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

5.4 - Alumni Engagement

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

Vidyasagar College has two Alumni Associations, (1) Vidyasagar College Former Students' Association, established in 1991(vide Regn

No. S/92086 of 98-99) for all three colleges (Vidyasagar College, Vidyasagar College for Women, Vidyasagar Metropolitan College), (2) Vidyasagar College Alumni Association, named 'Praktani', bearing Regn No. S/IL/86112/2011-2012.

They are also connected to social media via Facebook accounts of each. Both association are engaged in welfare and development of the college.

Annual/bi-annual meetings are organized to enhance friendship and loyalty for the college.

Many departments organize Alumni meet occasionally.

File Description	Documents
Paste link for additional information	https://www.facebook.com/p/Vidyasagar-College-Formers-Students-Association-100064312346794/?locale=eo_EO
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION

The genesis of Vidyasagar College is a momentous event in the National History of India took place in 1872 in the form of the Metropolitan Institution under the leadership of Pundit Ishwar Chandra Vidyasagar - the torch bearer of Indian Renaissance.

This college is the first in India under the British yoke to be run entirely indigenously.

The ideals set by the pundit, to provide the best education possible to students coming from diverse backgrounds and 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, aiming to provide an environment of learning beyond boundaries of cast, religion and gender.

MISSION

The mission of Pundit Ishwar Chandra vidyasagr was to establish a completely national educational institution in the growing metropolis of India.

Keeping in mind the rich and varied past the college hopes to inculcate among students values of generosity and warm fellow feeling and finally to create a program of actual human resource development, deploying social justice and ensuring equity.

File Description	Documents
Paste link for additional information	https://www.vidyasagarcollege.edu.in/vision-mission
Upload any additional information	No File Uploaded

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

The college follows statue of University of Calcutta and is governed by regulations of Department of Higher Education, West Bengal.

The highest policy making authority is Governing Body constructed as per University Statute with a purpose to serve the students with best resources available at there end.

As the institution belives on the participative and democratic principle of management, it frames all its plans and policies in consultation with GB, IQAC and other committees. All staff members are involved in different committees along with students' representatives.

Total decentralization of the administrative system is done by the formation of several committees and sub-committees for overall management of the admission, conduction of examinations, extension activities, sports etc. These committees under one/two faculty members as convener(s) are kept functional and review the situations periodically, Students are active participants in all these committees as a member of Students' Union.

Institution ensures involvement of all stakeholders for effective improvement of the quality of the institution, internal coordination and monitoring mechanism.

File Description	Documents
Paste link for additional information	https://www.vidyasagarcollege.edu.in/pdf/quality_initiatives/best_practices_of_college.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A comprehensive plan is prepared by the institution at the beginning of every academic session which is then analyzed in the IQAC and GB meetings and tried to complete these projects by deploying the resources effectively.

After COVID 19 pandemic many academic and administrative activities are carried out in online mode like admission, some of the classes, uploading of marks in University portal, webinar etc. Convenience of digital platform created enthusiasm among all stakeholders and they participated in the process effectively.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.vidyasagarcollege.edu.in/ug-academicnotices
Upload any additional information	View File

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

The governing body is the highest authority to maintain a healthy administrative approach within an interactive, democratic, open and accessible system.

President and Principal (Secretary, Governing Body) form the nucleus of the administration with having final authority in all financial matters.

For planning developmental strategies, IQAC, The Teachers' Council and the Governing Body are consulted by the Principal.

The day to day running of the college is managed mainly by Principal/Teacher-in-Charge along with Bursar, HOD's, IQAC coordinator, Teachers' Council Secretary and Head Clerk. Additionally there are number of sub-committees for smooth academic and administrative functioning of the college.

Non-teaching office staff act as Principal's office and help in managing all academic and administrative functions.

Service rules are guided by the Statute of University of Calcutta, Constitution of the college and the rules of State Government as applicable.

File Description	Documents
Paste link for additional information	<a href="https://www.vidyasagarcollege.edu.in/governi
ngbody">https://www.vidyasagarcollege.edu.in/governi ngbody
Link to Organogram of the Institution webpage	<a href="https://www.vidyasagarcollege.edu.in/pdf/Org
anogram.pdf">https://www.vidyasagarcollege.edu.in/pdf/Org anogram.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The following welfare measures are available for both teaching and non-teaching staff.

Welfare measures for teaching staff:

- 1 . Group Insurance
2. Membership and loan facility from Vidyasagar College Employees Co-operative Society
3. Health Scheme by Government of West Bengal (WBHS)
4. Maternity leave and CCL
5. Full-paid medical leave as admissible
6. GPF (General Provident fund)

Welfare measures for Non-teaching staff:

- 1 . Group Insurance
2. Membership and loan facility from Vidyasagar College Employees Co-operative Society
3. ESI (Employees State Insurance)
4. Maternity leave and CCL

5. Full-paid medical leave as admissible**6. EPF (Employees Provident Fund)**

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

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

0

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

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

0

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

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

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

9

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

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

UGC Career-Advancement-Scheme (CAS) guidelines are applied for performance appraisal system for full-time (Substantive Post) teaching staff at Vidyasagar College. In this process the faculty seeking promotion has submit the respective proposal form as per UGC guideline stating an individual teachers' teaching-learning related contributions, research activities, examination and evaluation

related engagements, support in administrative work. On successful performance in each of the mentioned criteria promotion is granted to the faculty.

Service books for both teaching and non-teaching staff are updated on regular basis by the office and duly signed by the Head of the institution.

The overall performance of the non-teaching staff is inspected by the HOI and meetings are organized to address the problems recorded in their performance.

File Description	Documents
Paste link for additional information	https://www.vidyasagarcollege.edu.in/self_appraisal
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Internal financial audits are conducted in accordance with its Finance Committee decisions, which includes HOI, Bursar, Accountant and other members of the finance committee. As per rule, external audits are conducted by Government Auditors appointed by the Higher Education Directorate, Government of West Bengal following the schedule provided by Government.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

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

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

Affiliated colleges uses mobilize funds from semester fees collected from students. Payment links are provided to students and all collections made online and get reflected in the respective bank statements.

The salary of teaching (substantive and SACT) and full time non-teaching staff is provided by the State Government in pay packets.

Vidyasagar College Computer Centre also offers certificate courses beyond college hours. Fund is also generated from that.

College applies with specific project plan to UGC, MHRD, DBT, DST etc for funding.

Funds of the College are utilized under three major heads:

Sustenance of human resources

Technological Development

Infrastructural Development

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

6.5 - Internal Quality Assurance System

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

The 150th Anniversary Day of Vidyasagar College was celebrated on 1st January, 2022 (established on 1st January, 1872) under the guidance of IQAC. Different programs were arranged through out the session 2022-2023 to commemorate the occasion.

Other normal activities like conducting regular classes (both off-line and on-line), examinations and evaluations, conducting seminars and webinars were carried out in regular basis.

IQAC encouraged Psychology Department to continue their Psychological counseling program for students and staff of the institution when ever required.

IQAC in collaboration with Students' Union, provided different voluntary social services.

File Description	Documents
Paste link for additional information	https://www.vidyasagarcollege.edu.in/quality_initiatives
Upload any additional information	View File

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

At the beginning of each academic session faculty members of every department meet for distribution of syllabus following the academic calendar provided by college. Since the inception of the CBCS system introduced by CU at UG level, college follows continuous evaluation system through internal assessment, tutorial and project work.

All the departments distribute classes among the teachers following the master routine and strictly maintain the routine and time frame for completing the syllabus.

The progress of the students was monitored by the teachers periodically during Mentor-Mentee interactions.

All teachers were however instructed to maintain a record of there academic activities for their career advancement program.

File Description	Documents
Paste link for additional information	https://www.vidyasagarcollege.edu.in/feedback_analysis_action_taken
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.vidyasagarcollege.edu.in/annual_reports
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The work on gender equality and sensitization is monitored by the Internal Complaints Committee (ICC) by providing guidelines for protection of women and tried to maintain an environment to ensure the basic right to work and study with dignity and to handle related complaints received or referred to the committee.

Safety and security activities:

- A complete security system exists in the college round the

clock.

- CCTV cameras are installed in campus.
- Psychological counselling facilities were started since the pandemic,
- Gymnasium facilities where girls and boys have separate trainers on separate days of the week.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.vidyasagarcollege.edu.in/pdf/gender_sensitisation/gender_sensitisation.pdf

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

B. Any 3 of the above

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

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

Solid Waste: Deposition of solid wastes are done in separate bins kept in fixed places, collected daily by the designated house-keeping staff and transferred to the authorized personal of Kolkata Municipal Corporation.

Waste Water: All waste water lines from toilets. Laboratories etc are connected to the main Municipal corporation drains.

Waste materials: Other waste materials like plastic, papers, broken glass wares etc. Are collected and sold out to appropriate vendors.

Liquid Waste: The liquid waste, mainly produced from chemistry and biological science laboratories, are diluted, neutralized if required and disposed off. Organic solvents are sometimes reused after distillation.

Gas Fumes: Multiple exhaust fans are continuously operative during class hours in the laboratories. Fume chambers are used for handling chemicals giving out irritating fumes. Use of laboratory coats/aprons, protective glasses and gloves are mandatory in many laboratories.

E- Waste are disposed off to an e-waste handling vendor.

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

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**

A. Any 4 or All of the above

5. landscaping with trees and plants

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Harmony among all religions is always promoted by the college authority and any form of discrimination is not executed during cultural programs organized by college and students.

Occasions like 15th August, 26th January, Saraswati Puja, Annual day of the college are celebrated every year with great enthusiasm by staff and students of the college.

Raksha-Bandhan and Basanta Utsav are celebrated every year to promote religious harmony and spread the universal message of 'Unity in Diversity' of Indian culture.

On Teachers' Day, all staff from different communities and economic backgrounds are felicitated by the students, on a common platform, without any discrimination regarding their position and status.

These practices give a feeling of oneness and the spirit of unity.

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

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

Vidyasagar College observes Independence Day, Republic Day, Birth

Anniversary of Pundit Iswarchandrs Vidyasagar every year.

Youth Parliament Program is organized by Political Science Department regularly. Students also participate in inter-college competitions on MOCK PARLIAMENT conducted by the Higher Education Department, Government of West Bengal.

The Department of Political Science and Philosophy has sensitized students of the institution to the constitutional obligations of VALUES, RIGHTS, DUTIES and RESPONSIBILITIES of citizens.

Students of Vidyasagar College are involved in many social works like distribution of cloths among poor and needy people before Durga Puja, distribution of blankets during winter, organisation of blood donation camp etc.

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

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

D. Any 1 of the above

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

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

National Flag was hoisted in the college premises on Independence Day and Republic Day in presence of teachers, college staff and students. The HOI delivered some lecture on the importance of these days towards the gathering and a small cultural program was organized.

Teachers' Day was celebrated on 5th September by Students' Union to commemorate the birth anniversary of Dr Sarvapalli Radhakrishnan.

Saraswati Puja was celebrated on 26th January 2023, by Students' Union involving majority of the students under the guidance of the President of Students' Union.

Freshers' Welcome was organized by the students in the name NABIN 2.0 on 22nd and 23rd September, 2022.

Vidyasagar College Students' Union organised an event "Ishwar Chetona" on 22nd and 23rd January, 2023, at Karmatar, Jharkhand in commemoration of 150th anniversary celebration of Vidyasagar College. Ishwar Chandra spent more the 18 years of his life here. Many social activities were organised during this event.

Blood Donation camp was organised jointly by Vidyasagar College Students' Union & Vidyasagar College Non-teaching staff on 01.12.2022 in the college.

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

7.2 - Best Practices

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

Best Practice 1:

Decentralizing and Spawning Benevolent Participatory Management from All Sections

All three sections of the college - faculty, non-teaching staff and students are involved in decision making and implementation process, acknowledging their contribution to evolve an atmosphere of participatory management towards overall betterment of college. Affiliated colleges of Calcutta are guided by its statute, where the Governing-body is the highest body consisting of President, Principal (Secretary), 3 teaching-members, 1 non-teaching-member, 2 state Government- nominees, 2 University-nominees and 1 Students' representative.

GB appoints different committees and Sub-committees including all 3 sections for smooth functioning of the college like Teachers' Council, Siksha Karmi Union, Students' Union, Finance Committee, Building Committee, Academic Committee etc.

Best Practice 2:

Congenial Atmosphere and Supports Provided to Meritorious Students from Economically Backward Sections, Girl Students and First-Generation Learners:

The college caters a congenial learning atmosphere by attracting a pool of poor and meritorious students from economically backward sections, girl students and family of first-generation learners, locate them and provide them with possible support and progress them towards better sustenance. The admission of this college is purely

based on a merit list where ~40% of the students come from rural, rural-urban and backward areas of West Bengal. To promote the academics and cater to the financial constraints of the needy students, the college has provisions of financial assistance like students' Aid fund, Governmental initiatives like Kanyasree, Aikyasree, National Scholarships and also from other valued donors.

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

7.3 - Institutional Distinctiveness

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

Distinctiveness of Institution

The genesis of Vidyasagar College is a momentous event in the national history of India, as its founder- the torch bearer of Indian Renaissance, Pundit Ishwae Chandra Vidyasagar initiated in 1872. His mission was to form a college: run by natives, with no help from the ruling British as the first cry of freedom. In accordance to his idals set in the motto: 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 social reform programs, the college continues to provide special welfare and aid to backward and deprived sections of the society.

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 and strengthened to surmount the evils of irrationality and intolerance. The foremost mission of the college is to unite inquisitiveness and religious search for perfection in the realm of knowledge, with the tenderness and sympathetic warmth of the Indian heart. The college hopes to inculcate among students through years, values of generosity and warm fellow feeling and finally create a program of actual human resource development, deploying social justice, ensuring equity and fostering competence amongst students. The college endeavours to produce skilled professionals who can engage in the task of improving the world around them socially and economically.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Library and laboratories of the college has to be upgraded. Addition of new e-books and e-journals in library will be encouraged.
- The in-time promotion of teachers will be given higher priority in the functioning of IQAC.
- The mentor-mentee interaction has to be encouraged to make students more positive towards their goal.
- The activity of placement cell will be encouraged to contact different potential recruiters for arranging in-campus/off-campus placement camps.
- Academic and administrative audit will be given priority. IQAC has also a plan of performing Green audit and energy audit also geared up.
- Collaborations and MOU with different institutions for different activities will be encouraged.
- NEP, 2020 is going to be implemented from the academic session 2023-2024. IQAC will try to arrange different seminars/workshops on this topic to make the concept of this new course among teachers and students.