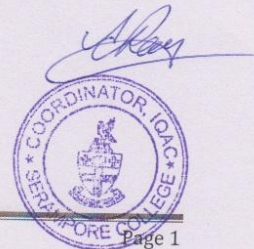# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	Serampore College
1.2 Address Line 1	9, William Carey Road
Address Line 2	P.O.- Serampore
City/Town	Serampore, Hooghly
State	West Bengal
Pin Code	712201
Institution e-mail address	sercol@vsnl.com
Contact Nos.	(033)2662-2322, (033) 2652-9140
Name of the Head of the Institution:	Dr. Vansanglura

Principal
Serampore College
Serampore, Hooghly

Revised Guidelines of IQAC and submission of AQAR

Page 1

Tel. No. with STD Code:

(033)2662-2322

Mobile:

9774000270

Name of the IQAC Co-ordinator:

Dr. Samik Ray

Mobile:

91-9831414482

IQAC e-mail address:

kimasray@yahoo.co.in

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

EC/54/RAR/020

1.4 **NAAC Executive Committee No. & Date:**
(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.seramporecollege.org

Web-link of the AQAR:

http://www.seramporecollege.org/arts-science-commerce/wp-content/uploads/2018/04/aqar20162017.pdf

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	85.75%	2004	5 year
2	2nd Cycle	A	3.09	2011	5 year
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   07-12-2004

1.8 AQAR for the year *(for example 2010-11)*

2016-2017

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

   i.   AQAR _2011-2012_____(28/05/2013)
   ii.   AQAR_2012-2013_____(28/09/2013)
   iii.   AQAR_2013-2014_____(19/01/2016)
   iv.   AQAR_2014-2015_____(29/9/2016)
   v.   AQAR_2015-2016_____(16/05/2017)

1.10 Institutional 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 ✓ Men ☐ Women ☐

                    Urban ✓ Rural ☐ Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) ✓ UGC 12B ✓

                    Grant-in-aid + Self Financing ✓ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ✓ Science ✓ Commerce ✓ Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)   .   Theology

1.12 Name of the Affiliating University *(for the Colleges)*   *Calcutta University*

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

Autonomy by State/Central Govt. / University ☐

University with Potential for Excellence ☐   UGC-CPE ☐

DST Star Scheme ☐   UGC-CE ☐

UGC-Special Assistance Programme ☐   DST-FIST ✓

UGC-Innovative PG programmes ☐   Any other (*Specify*) ☐

UGC-COP Programmes ☐

2. IQAC Composition and Activities

2.1 No. of Teachers   10

2.2 No. of Administrative/Technical staff   04

2.3 No. of students   0

2.4 No. of Management representatives   05

2.5 No. of Alumni   01

2. 6 No. of any other stakeholder and

   community representatives   02

0

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts   [02]

2.9 Total No. of members   [19]

2.10 No. of IQAC meetings held   [7]

2.11 No. of meetings with various stakeholders: No. [01]   Faculty [02]

Non-Teaching Staff Students [1]   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. [2]   International [ ]   National [ ]   State [ ]   Institution Level [✓]

(ii) Themes   [   ]

2.14 Significant Activities and contributions made by IQAC

The IQAC plays crucial role in the development of teaching and learning processes. In this context, IQAC has taken the following efforts for students and teachers.

For faculty:

- Encouraged and helped the faculty to use modern techniques of teaching using ICT by raising this agenda in different forum.

- Arranged teachers' training programs to develop teaching skill.

- Helped in the preparation of an academic calendar to convey the examination schedule, teaching days, celebrations, results, holidays, vacations, etc. to the faculty, students and parents.

- Carried out evaluation of the faculties from respective students through questionnaire based Students' Feedback system.

- Carried out evaluation of the teaching-learning ambience of the college from the Parents through questionnaire based Parents' Feedback system.

- Carried out evaluation of the overall academic ambience of the college from the Alumni through questionnaire based Alumni Feedback system

- IQAC promotes and take active part in CAS promotion of the Teachers'. In this session 17 Teachers' CAS related documents were processed and forwarded to the higher authority for necessary action.

- Recommended for introduction of Post Graduate course in English, History and BCA as early as possible. Recommended for construction of roads within the college campus.

- Completion of more number of toilets and urinals for the students in the campus.

For students:

- The progress of students was monitored through unit tests, seminars etc.
- For the development of students, IQAC has taken the following efforts: Use of language laboratory to improve the English for communication.
- Proposed the introduction of Students' alert through sms for different academic affairs.

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
* Creation of new Infrastructure	* Purchase of New Books and Equipments, specifically Installation of ICT enabled devices.
* Proposed (in campus)Insurance facility for students	* The proposal for insurance facility was sanctioned by College Governing Body .
* To ensure environment friendly campus Clean and Green Committee and Biodiversity Club related proposals are placed before College Governing Body.	* The College Governing Body has given necessary approval of the said proposals of the Clean and Green Committee and Biodiversity Club for implementation.
* Prize distribution programme of college students for academic achievement in University examination as well as the achievement of local school students in Public examination 2015.	* Prize distribution programme for the said students was conducted.

Attach the Academic Calendar of the year as Annexure.

ANNEXURE I

2.15 Whether the AQAR was placed in statutory body   Yes ☑   No ☐

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

- Feedback were taken from stakeholders like Students, Alumni and Parents and actions were taken based on it.

- Academic audit and Green audit have been conducted. A draft for comprehensive Green policy for our campus has been adopted.

- A preparatory team for the SSR of the NAAC Peer Team visit for the 3rd cycle of accreditation has been formed and started to function.

- IQAC meetings are held regularly.

- Steps have been taken to modernize the College management software.

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	2			
PG	3	0	2	0
UG	35	0	2	0
PG Diploma				
Advanced Diploma				
Diploma	**2**	0	2	2
Certificate	**1**	0	1	1
Others				
Total	42		7	3

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	
Annual	33

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

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

Please provide an analysis of the feedback in the Annexure (given in Annexures IV, V & VI)

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

- Post Graduate syllabuses are being monitored/regulated/revised by Post Graduate Syllabus Committee.
- Semesterized CBCS introduced in Commerce in 2017
- PG Syllabus for the Department of Zoology has been thoroughly revised and upgraded recently. State-of-the art topics have been included to modernize the syllabus.

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

The UG Honours course of the Department of Geography has been approved by the concerned authority and this course will start to function from the next academic session.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
84	52	26		7

2.2 No. of permanent faculty with Ph.D.

53

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
3	2		1					3	3

2.4 No. of Guest and Visiting faculty and Temporary faculty

UG-9, PG-10   Contractual-2

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	37	104	25
Presented papers	15	58	11
Resource Persons	3	7	3

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

1. Different departments used Power Point Presentation in their day-to-day teaching.

2. LCD projectors and laptop are used in theoretical classes by different departments.

3. Invited lectures, by eminent teachers of Universities, Research Institutes and other reputed colleges are conducted regularly by some departments.

4. Field study, Project Based dissertation works are carried out by some of the departments.

5. Some departments are also conducting Students' seminar.

6. Department of Physiology and Department of Zoology organized laboratory visits to different laboratories of well repute in India.

7. Wall magazines have been published every year in all departments

8. Field workshop in PG course is arranged.

9. Personality development Programme for PG students are also organized.

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

| 250 |

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

| 1 | | 2 |

2.10 Average percentage of attendance of students

| 80.65% |

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A (Hons)	167		7.78	72.45		95.77
B.Sc. (Hons)	162		47.53	29.01		91.95
B.Com(Hons)	66		39.39	36.36		98.48

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

- IQAC in its meeting with faculty members advises them to chalk out Annual Plan at the beginning of each session, requests Teachers' Council to assign syllabus to the departmental teachers, prepare time schedule for term tests. It also collects annual reports from the departments and assesses their performance and progress. IQAC also suggests the departments to organize e-classes, seminars, educational tours & excursions. In this way IQAC monitors and evaluates the teaching & learning processes of the college.

- The college is efficiently performing the online admission, the application process, and publication of merit list through computer software.

- All financial and academic data are maintained in a digital database as suggested by IQAC.

- Automation of the Library has been completed.

- The process of collaboration with some renowned libraries has been completed by our college Library.

- Faculty Development Programmes are availed by the teachers with necessary support from IQAC.

- CAS related documents for teachers are prepared with the active assistance from IQAC.

- Initiative towards Strategic Planning are under active consideration.

- Alumni Feedback are collected and analyzed.

- Parents feedback are collected and analyzed.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	9
UGC – Faculty Improvement Programme	6
HRD programmes	2
Orientation programmes	4
Faculty exchange programme	
Staff training conducted by the university	1
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	12
Others	3

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	20			
Technical Staff	16	8		8

Criterion – III

3. Research, Consultancy and Extension

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

- To encourage faculty to undertake various research projects, Ph.D. works and also to participate in national & international seminars and conferences.

- The college assists the teaching staff by sanctioning statutory Ph.d / project/ research related leaves.

- The college has a Research Cell which monitors the overall research initiatives of teachers and students.

- A specific amount is earmarked for research activities in the college budget. Reaching out each department to promote research activities among the faculty members by creating awareness of various research grant sources.

- Research Scholars are pursuing their Ph.d 's under the guidance of different faculties of the College.

- Research Lab and / Animal House facility are under regular supervision for the use of students and teachers of some lab based departments.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	3	1	3
Outlay in Rs. Lakhs	2 Lakhs	17.57 lakhs		

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	4	2	1
Outlay in Rs. Lakhs	1,40,000 lakhs	8.9 Lakhs	4 Lakhs	4,60,000 lakhs

3.4   Details on research publications

	International	National	Others
Peer Review Journals	40	11	2
Non-Peer Review Journals		1	5
e-Journals	3	1	
Conference proceedings	4	9	1

3.5 Details on Impact factor of publications:

Range 0.665-6   Average 1.70   h-index 5   Nos. in SCOPUS 5

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	DST(WB) ICMR	9,63,000/+ 12,72,000/	4.76 Lakh
Minor Projects	5	UGC, West Bengal Bio-diversity Board	12.9 Lakhs+ 1,40,000/-	7.17 Lakhs
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No.   6   Chapters in Edited Books   5

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP   CAS   DST-FIST   ✓

DPE   DBT Scheme/funds

3.9 For colleges   Autonomy   CPE   DBT Star Scheme

INSPIRE   CE   Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	2	3			6
Sponsoring agencies	Serampore College, Dept. of Political science & History, Embassy of Finland	UGC, Serampore College			Serampore College

3.12 No. of faculty served as experts, chairpersons or resource persons   16

3.13 No. of collaborations   International   1   National   Any other   4

3.14 No. of linkages created during this year   2

3.15 Total budget for research for current year in lakhs :

From Funding agency   10.485 Lakhs   From Management of University/College   College- Rs 50,000

Total   10.985 Lakhs

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
    Of the institute in the year

Total	International	National	State	University	Dist	College
11	3	7	3			

3.18 No. of faculty from the Institution
    who are Ph. D. Guides

    7

    and students registered under them

    16

3.19 No. of Ph.D. awarded by faculty from the Institution   1

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

JRF   1   SRF   Project Fellows   2   Any other   1

3.21 No. of students Participated in NSS events: **Annexure II**

University level   State level

National level   -   International level   -

3.22 No. of students participated in NCC events: **Annexure III**

University level   State level

National level   International level   -

3.23 No. of Awards won in NSS:

University level   -   State level   -

National level   -   International level   -

3.24 No. of Awards won in NCC:

University level [　] State level [　]

National level [　] International level [　]

3.25 No. of Extension activities organized

University forum [　] College forum [1]

NCC [1] NSS [17] Any other [2 (By the Dept. Of Zoology and Physiology, IQAC & Serampore College Teachers' Association]

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

* International/National/ State-level seminars have been organized by several departments throughout the year.

* A workshop in yoga has been organized under the leadership of one professor of department of Commerce which appears very beneficial for students as well as teachers.

* Department of Physiology has conducted nutritional survey on people of Puri, Odisha with B.Sc. 3rd year general students.

* Department of Physiology has conducted some physiological studies on residents of Rinchenpong, Sikkim and residential students of Palyul Dechen Monastry of West Sikkim with B.Sc. 3rd year Honours students.

* A 3 days hands on training on "Kinanthropometry" has been organized by the department of Physiology.

* Educational Excursion to Gandhi Museum & amp;Vivekananda Mission have been conducted in department of Philosophy.

* Lectures on Youth Motivation Cultural Programme has been organized in the department of Philosophy.

* Special attentions to slow learners and special assignments to advanced learners have been provided.

* Introduction of Biodiversity Club in the college

* Creating awareness among students through various field-based activities.

* Distribution of clothes among the socio-economically oppressed local slum dwellers has been organized by the Serampore College Teachers' association with active support from IQAC.

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	10.6 acres			10.6 acres
Class rooms	32	2	RUSA, College fund	34
Laboratories	21	-		21
Seminar Halls	1	-		1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	34	31	DST, Govt of West Bengal, RUSA,	65
Value of the equipment purchased during the year (Rs. in Lakhs)	27.7 lakhs	58.953 lakhs	DST, Govt of West Bengal, RUSA, College fund	86.653 lakhs
Others	5	2	RUSA, College fund	7

4.2 Computerization of administration and library

> Admission process is online in the college. Application process, publication of merit list are done on the basis of computer software, generated and maintained by a reputed agency. Admission related fees submission is also done online this year. Most of the sections of the Administration are computerized which deals with academic and financial matters. Library automation process is materialized. INFLIBNET facilities are offered by the Library to the faculty members. Web OPAC, Mobile Apps for OPAC, Digital Archives of rare books and journals are also introduced this year.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5207	0	354	1,26,000/-	5561	1,26,000/-
Reference Books	44822	0	828	2,94,000/-	45650	2,09,300/-
e-Books	34	2,11,094/-	0	0	34	2,11,094/-
Journals	19990	0	251	45,000/-	20241	45,000/-
Digital Database	2	5,000/-	0	0	2	5,000/-
CD & Video	80	0	0	0	80	0
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	153	7	57	-	-	-	-	-
Added	22	2	9	-	-	-	-	-
Total	175	9	64	-	-	-	-	-

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

- Internet access have been provided to the students in case of learning and at the time of preparation of their project work.
- Zoology PG students underwent Computer Training Program in College Computer Centre.
- Formation of Digital Library and Rear Book committee for the Digital Archives of rear books and journals.
- Our college has been selected as nodal centre in the district of Hooghly under University of Calcutta for FOSS- Softskill teaching-learning programme organized and sponsored by IIT Bombay and Ministry of human Resource Development, Govt of India. This programme has been initiated during this period in our institution.
- Teachers of different departments use various softwares like STATA, SPSS, MATLAB etc. For day-to-day teaching and research work.
- Teachers are provided online library access through INFLIBNET.

4.6 Amount spent on maintenance in lakhs :

i) ICT | 335428

ii) Campus Infrastructure and facilities | 353184

iii) Equipments | 380121

iv) Others |

Total : | 10,68,733

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The efforts taken by the IQAC for enhancing the student support services are as
Follows.

- Dissemination of information through the prospectus
- Receiving the feedback from students on the different aspects.
- Receiving the feedback from parents and alumni on the different aspects
- Provide guidance to the needy students and slow learners through tutorial classes by respective departments.
- To create awareness and to find remedies for women harassment IQAC has organized a seminar on " Herself and Harassment : Studying Women harassment, Awareness and Remedy" in collaboration with Grievance Redressal Cell and Gender sensitization cell against Sexual harassment.
- For the students, to provide better ways of living, IQAC arranged an awareness talk on "For a better life: Some simple steps" .
- IQAC has proposed the dissemination of students' related information through sms. The concerned proposal has been accepted by the Governing Body for immediate implementation.

The attempts made by the institution for tracing the progression of the students are:

- Respective departments arrange tutorial classes to monitor the progress of students.
- The institution monitors and ensures the achievements of the learning outcome through analysis of the tests, examination results and the pass percentage approved in ASC Committee Meeting.
- Students' feedback are collected and analyzed to sustain the tempo of academic development in the teaching-learning process.
- Parents' feedback also help to understand the overall academic ambience.
- Students' representation in academic as well as administrative bodies like ASC, Governing Body are directly related to the overall upliftment of the students in institutional environment.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3601	122		

(b) No. of students outside the state

7

(c) No. of international students

Men

No	%
1599	44.4

Women

No	%
2002	55.6

	Last Year						This Year(2016-17)					
General	SC	ST	OBC	Physically Challenged	Total		General	SC	ST	OBC	Physically Challenged	Total
							2766	566	58	211		

Demand ratio 5.61 (no of applications / no of seats)   Dropout % 5

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

NA

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET   4   SET/SLET   GATE   2   CAT

IAS/IPS etc   State PSC   UPSC   2   Others   2

5.6 Details of student counselling and career guidance

- Departmental teachers put in utmost effort to guide the students for overcoming their problems and achieving career goals.

- Students counselling have been conducted.

- Students are guided by their teachers to choose their career options.

- Parent-teacher meetings are conducted on regular basis.

- The detailed report of the Counselling Cell for this session are as follows :-

Counselling Cell Report 2016-17

A Counseling cell is run by Serampore College where both Career Counseling and Psychological Counseling are provided at free of cost to the students. The Cell is equipped with books, magazines and computers with internet facility to feed the students with proper guidance. Workshops and seminars are conducted to motivate and facilitate the students to cope up with the present job market. If needed, as per prior appointment, Counseling Cell also arranges Psychological counseling for the students.

In the academic session 2016-17, two Career Oriented Workshops were conducted in collaboration with Dept. of Journalism and Mass Communication.

The first workshop was held on 23rd September, 2016 in the E Class room and in the class room of Dept. of Statistics. It was conducted by Career Launcher. 155 students of different departments and streams participated in this programme. After an initial lecture on how to prepare for different competitive examinations, a mock test was held in which students participated wholeheartedly. Some of them performed well and all of them came to know about their skill arithmetic, GK and General Intelligence.

George School of Competitive Examination conducted a workshop in association with Dept. of Journalism and Mass Communication on 18th February, 2017. The professors of this institute took classes for two hours on General Mathematics, English and Current Affairs. 36 students participated in this workshop.

No. of students benefitted

| 141 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
***			

***This recruitment drive included an online process which was of duration of almost 5–6 months. Many of the science students who registered online for the drive had qualified for the final round. Unfortunately none of them could appear for the final round of interviews scheduled to be held at Kolkata because the date of interview coincided with the date of another important examination. Some students also could not appear for the interviews as they did not have passports.

5.8 Details of gender sensitization programmes

- To create awareness and to find remedies for women harassment IQAC has organized a seminar on " Herself and Harassment : Studying Women harassment, Awareness and Remedy" in collaboration with Grievance Redressal Cell and Gender sensitization cell against Sexual harassment.

5.9 Students Activities

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

State/ University level   95   National level   22   International level   02

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   49   National level   01   International level   ---

Cultural: State/ University level   　 National level   　 International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	141	1,68,330/-
Financial support from government	214	53,50,000/-
Financial support from other sources	-	-
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   [04]

5.13 Major grievances of students (if any) redressed:

Proposal of new room with Gymnasium facility has been passed in the Governing Body,

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our College is a historic institution whose prime duty is to impart knowledge which ensures well-being and well-doing. The College stands for education of the whole person enabling our students to be people of sound learning and sterling character and motivating them to serve humanity with dedication. The college stands for quality first, quantity second. Teachers and staff experience these during their stay in the college.

Our College ensures access to and equity of opportunities for higher education to all deserving and meritorious students, particularly those from the marginalized sections, irrespective of caste, creed and religion.

This institution is always in the process to form young men and women of competence, commitment, conscience and compassion who will become leaders of future

6.2 Does the Institution has a Management Information System

> Though it is not available in the true sense of the term, still MIS is applied to administrative procedures including finance, students' admission, students' records, evaluation and examination procedures, research administration and in regular students' feedback system. The College Finance office & General office, AISHE and IQAC cell act as data management centre of the college.

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

6.3.1   Curriculum Development

> Some teachers being members of the Board of studies in different subjects in Calcutta University, take active part in the curricular development and the teachers of the three PG departments are also actively involved in the curriculum designing in these PG courses.

6.3.2   Teaching and Learning

Tutorial classes are taken for the slow learners, teachers take help of IT enabled techniques in their day-to-day teaching. E-class room is used for regular teaching and learning process.

The college prepares teaching plans in the following ways:

- Preparation of academic calendar
- Conducting unit tests, home assignments etc.
- Conducting preliminary examinations with innovative known and unknown options.
- Exposing students for outdoor learning through educational trips

- Use of ICT by faculty members to impart instructions for better comprehension by the Students
- Remedial Teaching provided to weak students
- Corrective Learning for students
- Survey Projects on contemporary issues related to topics in the syllabus undertaken by Students of some departments.
- Students and teachers encouraged to pursue research, write, publish and edit books
- Organised seminars and academic projects, talks, make audio-visual presentations and screen films. Student workshops and seminars coordinated by faculty.
- SMART Board widely used by different departments for classroom teaching.
- Students of the Journalism Department given practical assignments on newspaper page designing using software, encouraged to think on creative aspects of advertisement copy writing and designing, and the concept of optimal use of Search Engine in driving e-business and e- media platforms.

6.3.3 Examination and Evaluation

Circulars and notices regarding evaluation methods are put in the notice board. Copies of such circulars and notices are circulated to the departments for information and necessary action.
Our college monitors the performance of the students through college test. Their performance is recorded and parents are informed if the results of their wards are not up to the mark through Parent-Teachers' meeting.

Evaluation of teachers and the educational system of the college are done by the students feedback mechanism of the Final year students.
- Marks obtained in tutorials and assignments are displayed to encourage attendance
- Mid-Term and Selection examination are held regularly.
- Practical examinations conducted after completion of individual topics. Each teaching class followed by an exercise covering previous topics. Few surprise tests was also taken. Students evaluated on the basis of exams after every short course.
- Problems of students are addressed in tutorial classes in some departments with students. Internal examination scripts of mid-term and annual examinations corrected, returned and discussed with students. Teachers meet students and discuss their scripts at a mutually convenient time
- Evaluation through assignments and tutorials
- Open book assessment encouraged to enable students to read, research in the library and present creatively written assignments
- Power-point assignments for interpretation of topics taught

6.3.4 Research and Development

An active Research Cell is present which not only organizes seminars but also disseminates necessary information to the teachers engaged in research. It acts through
- Motivating teachers to take research projects.
- Guiding teachers for improving API through participation in conferences and through publishing of articles, books and research work.
- Supporting teachers with study leaves, allowances etc. for conducting research and attending seminar/ conferences and workshops.
- Improving library and laboratory facilities for research.

Besides, the college also supports a few teachers by providing financial assistance for research activities by providing Research grant. Animal house facility are used by the Bio departments' students and teachers for their research and teaching-learning activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Most of the functioning of central library is done with the help of software KOHA and open source library software. The Bar coding system is used for all the books. Library OPAC software is used for searching the books. Digital Institutional Repository created with the help of 'D Space' digital library software. Library has its own web site to access the library services, http//dbjlibrary.webs.com. Internet access is given to the computers in the laboratories.

ICT being the key of success, college is planning to develop films for demonstrating various experiments in science, commerce and arts faculties.

To develop and update facilities in the library, the IQAC has adopted the following strategies :

i) The physical infrastructure has been remarkably improved/developed. At present the library enjoys a space of 4000 sq.ft.
ii) Five new computers have been added to the library.
iii) Latest books and journals are purchased and subscribed to every year.
iv) Complete automation of the library service has been completed.
v) Library related information is provided to the students and the teachers.
vi) Internet service has been made available to the library users.
vii) INFLIBNET access facility are available to all the teachers for better teaching and research.
vii) Each Honours department maintains and runs a library of its own. Annual budgetary allocation is made available to each department for purchasing text and reference books each year Upgrading and augmentation of central and seminar library collection
viii) Access to e-books and e-journals
ix) Digitalization of old and rare books
x) Networking of various departments and sections within the college led to streamlining of college functioning. Implementation of Wi-Fi technology, , improving ICT and computer-based learning
xi) The library fully computerized with integrated open source library management software KOHA. Repository using DSpace set up.
xiii) CCTV has been installed in different corners of the college.
xiv) SMART Classrooms are in operation. There is a proposal for virtual lab which has been recommended and sanctioned by IQAC and Governing Body respectively.
xv) Library has also adopted the innovative programme of User Education.

6.3.6 Human Resource Management

The human resource of the college is managed in a free and democratic manner. For the management of the students' affair, the college has a students' union whose elections are held annually as per university statutes. The teachers' council and the non-teaching staff association look after the affairs of the teaching and non-teaching staff respectively. Above all, there is a Governing Body that manages and develops the total human resource of the college. The college's aim is to make optimum use of the available human resource. A student being as a prime HR, the college strives to develop this resource through variety of activities like, N.S.S., N.C.C., social and Cultural activities. The day-to-day functions of the college are performed through delegation of responsibility and participatory management. There is performance appraisal system for different stakeholders (teachers, students, alumni, parents) of the institution.

College follows the promotion policies of the Higher Education Department. The college extends the benefits of PF, Gratuity, Leave encashment to it's staff members as followed for the employees who are under Govt pay-packet system.

6.3.7 Faculty and Staff recruitment

Our college has the autonomy to recruit Faculty members on it's own, obliging UGC norms, University regulations and state Govt. rules and regulations. Any contractual teacher is recruited by an expert committee which includes a University expert and a subject expert following the advertisement in daily newspaper and in college website. For recruitment of casual support staff, advertisement are given in college website.

6.3.8 Industry Interaction / Collaboration

The college is in the process of industry collaboration. For this purpose, necessary approval from the college Governing body has been provided and one teacher of the Department of Chemistry has been entrusted with this task. As per the resolution of GB, local industry visit will be organized with the active participation of the teachers and students of Chemistry department.

6.3.9 Admission of Students

Online admission is conducted for First year students since 2012. Admission of students is done completely on the basis of merit. The entire process of submission of applications, publication of Merit list are done through online software. Even Pre-admission counselling of students has been conducted through software to identify their areas of interest online.
In our institution students are motivated in the Post Admission phase to the subject of study and for providing them an overall idea of the concerned subject. Academic and financial matters are performed through Smart College software.

6.4 Welfare schemes for

Teaching	Group insurance, Provident Fund.
Non teaching	Group insurance, Staff Credit Co-Operative Society, Provident Fund, Festival Advance.
Students	Students' aid fund, Students' Health Home, Free Studentship, Government Scholarships, Students Endowment Scheme, Award, Prize.

6.5 Total corpus fund generated

Rs.1,97,53,167

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	
Academic			Yes	
Administrative			Yes	

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?

NA

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

> NA

6.11 Activities and support from the Alumni Association

> Serampore College Alumni Association felicitated and awarded outstanding students of the college for a performances in different activities viz. University examinations results, Games and Sports.
>
> Alumni Association also felicitated and awarded Ms. Sayoni Das of our college (BA, History) for excellent performance in inter university competitions and also in National level competitions in swimming. Recently she crossed the English channel (during 25th-26th July 2017) for which she was also very specially awarded.
>
> Alumni Association also felicitates and honours eminent alumni.
>
> Alumni members are invited by the college in its different functions/celebrations and Alumni Association offers valuable suggestions and help the college administration to the extent possible.
>
> Alumni Association earnestly desires to contribute positively to the fund of the college. But due to some constraints it was not possible to contribute positively.
>
> Thalasemia Screening Camp for the students of the college was organised by Alumni Association and Medical Health Camp is being initiated.

6.12. Activities and Support from Parent-Teacher Association

Most of the departments conduct Parent-Teacher meetings and the suggestions of the parents and the observations of the departmental teachers are taken care of for better functioning of the academic process. Suggestions and views from Parents' Feedback Report are taken into consideration for effective action.

6.13 Development programmes for support staff

> Blood donation camp and Annual seminar on "Economics and Politics of Demonetization" was organized by Serampore College Employees Association (SCEA).

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

.
1. The college Governing Body has taken up the recommendations of Clean and Green Committee (under NAAC TASK FORCE) for implementing these in near future.
2. Steps have been taken by the Governing Body to form Biodiversity Club and to implement it's proposals..
3. Our college campus is enriched with the diversity of flora and fauna. A brief report has been prepared in this respect by one of our faculty in the form of Newsletter.
4. Initiatives have been taken to make the campus plastic free zone.
5. Making the campus No Smoking zone.
6. Steps have been taken to increase the greenery.
7. College is trying to take initiatives for introduction of Solar Energy to create Green Campus.
8. Bird and Butterfly counting programmes have been taken up in the campus with the initiative of the teachers of the Dept. Of Zoology.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

1. Cell Culture Laboratory was introduced.

2. Institutional Animals Ethics Committee for experiments on animals in Bioscience departments (both UG & PG). Bioscience departments use animals for practical purpose and research purpose. Bioscience departments use animals for practical experiments and research purpose.

3. In collaboration with IIT Bombay and sponsored by MHRD, Govt. Of India FOSS programme has been initiated in our institution to explore an alternative software platform.

4. Gender sensitization cell has been reconstituted as Internal Complaints Committee (ICC) as per UGC guidelines.

5. Students' representatives election process has been made entirely online.

6. User Education Programme has been adopted by the library.

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

Academic	
Extension of infrastructural facility including rooms for academic and administrative purposes for different departments and wings of the college.	Two new class rooms were constructed and allotted to Geography department. Additionally, construction of new rooms for some of the departments has been initiated.
Proposals taken regarding introduction of add-on courses. More add-on courses are to be introduced.	Proposals from different departments were received and forwarded to Governing body for further processing.
Cultural studies laboratory in English department.	The task has been completed.
Organization of seminar/ conferences	Different departments including IQAC and Research Cell have organized seminars and conferences.

Extension of Geography laboratory.	The task has been completed.
Construction of Seminar Hall in the Dept of Zoology.	The task has been completed.
Digitization of library materials.	Digitization of library materials was completed
Organization of IQAC sponsored seminar regarding quality sustenance and seminars/ conferences of different departments are to be conducted .	IQAC and Research Cell jointly organized seminar on to find remedies for women harassment IQAC has organized a seminar on " Herself and Harassment : Studying Women harassment, Awareness and Remedy" in collaboration with Grievance Redressal Cell and Gender sensitization cell against Sexual harassment. For the students, to provide better ways of living, IQAC arranged an awareness talk on "For a better life: Some simple steps".
Organization of K. K. Mukherjee Memorial lecture and Debate competition	The concerned programmes have organized in due time.
	This Seminar library facility has been strengthened with financial support.
Proper furnishing for University Zonal Centre work	The issue has been addressed and taken up for implementation in near future.

Administrative	
New IQAC body has given different resolutions on different issues related to the enhancement and sustenance of quality of the institution.	The College Governing Body has given necessary approval for these issues for implementation.
Different sub-committees of NAAC task force have presented their resolutions before the college administration.	Different issues raised by NAAC Task Force are under active consideration of the College Governing Body.
Modernization of college management software	Necessary steps have been taken up.
Online issue and submission of nomination forms in next Students' Union election	Issue and submission of nomination forms for Students' Union Election have been materialized as the first college in West Bengal which happens to be a remarkable achievement for our institution in this respect.

Infrastructure	
Maintenance of existing e-class room and construction of another E-class room related infrastructure	Action regarding this matter is yet to start.
Construction of tissue culture lab.	Proposal was received from the Botany department and placed into the Governing Body for further processing.
More audio-visual equipment in large class rooms.	More audio-visual equipments in large class have been arranged.
Feasibility of LAN/wifi connectivity in the campus is to be explored.	After getting necessary approval from Governing Body, the task of LAN connectivity has been initiated.
Renovation and / extension of students' canteen.	Necessary plan was chalked out and was placed to Governing Body for approval.
Construction of toilet for Physically challenged students.	The task has been completed.
Board room, earmarked for important meetings, has been taken up for renovation.	Board room has been renovated.

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

1. Admission to various courses are performed completely online on the basis of merit.

2. Use of IT related equipment in day-to-day teaching-learning and management of the college.

7.4 Contribution to environmental awareness / protection

NSS Unit of the College is organizing programmes to aware the students about the environment of the College and their surroundings and function positively in the protection of the greenery and cleanliness of the College campus. Department of Botany is organizing Village outreach Programme yearly for the awareness of the people in different parts of Hooghly District. Recently the College is going to start a Biodiversity Club for the awareness of the students of the College and also to spread awareness among the students of the local schools where the College will act as the nodal centre. Biodiversity Club will also operate the "Green Brigade" in the College campus for the maintenance of Green campus and also to accept green policies to maintain a green environment of the College. "Green Brigade" will also take plant adoption programme to protect the plants in the College campus. Bioscience Departments of the College also organize educational field study, workshops, etc for the awareness of the students.

7.5 Whether environmental audit was conducted?   Yes ✔   No

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

Merits:

1. Introduction of Postgraduate Course in Botany.

2. Introduction of Geography at Honours Level.

3. MOU with William Carey University, USA for academic collaboration.

4. Requisite number of teachers as per Government norms.

5. Good quality of students at the entry level especially in Honours courses.

6. Increasing facility of ICT based learning.

7. Completely automated library with access to selected online journals.

8. Collection and processing of Students' Feedback.

9. Collection and processing of Parents' Feedback.

10. Admission in order of merit using web based software with real time update.

11. Good number of teachers engaged in research.

12. Commendable role of Research Cell in organising seminars, workshops.

13. Remarkable achievements in Games and Sports.

14. Development work using RUSA grant.

15. Nodal Centre of FOSS Programme under Mumbai IIT.

16. Organizing awareness programme related to social issues.

17. Outreach programme organised by NCC and NSS units.

18. Online nomination form submission of Students' Union Election.

Demerits:

1. Lack of Collaboration with other institutions, especially industries.

2. Lack of Faculty Exchange Programme.

3. Inadequate Campus Interviews for placements.

4. Lack of contemporary job-oriented courses.

5. More PG courses are to be introduced.

8. **Plans of institution for next year**

a) Renovation of Chemistry laboratory.

b) Proper furnishing for University Zonal Centre work.

c) Construction of Computer laboratory.

d) Construction of Virtual class room.

e) Conversion of Bio-lecture theatre 2 into PG lab (Microbiology).

f) Repair of the rooftop of Physics department.

g) Strengthening of seminar libraries of different departments.

h) Faculty members are encouraged for participation in faculty development programmes.

i) Organization of departmental seminars.

j) Organization of seminar by Research Cell and IQAC.

k) Organization of K. K. Mukherjee Memorial lecture and Debate competition.

l) Online issue and submission of nomination forms in next Students' Union election.

m) Initiation of Honours course in Geography.

n) Introduction of Honours course in Education.

o) Modernisation of college management software:

   (i) Online admission and counselling

   (ii) Student Master data creation

   (iii) Student Information System

   (iv) Student Fees Management

   (v) Student and Faculty portal

   (vi) Human Resource Management

   (vii) Payroll Accounting

   (viii) Financial Accounting system and budgeting.

   (ix) Employee E portal

   (x) Admin Module

p) Introduction of add-on course on Youth development.

q) Introduction of 3 job oriented add-on courses.

r) Introduction of Gymnasium facility for both students and staff.

s) Introduction of Legal aid Cell for both students and staff.

t) Introduction of Music club.

u) Introduction of Art and Design club.

v) Introduction of IGNOU study centre in our college campus.

w) Updatation of College Website.

x) Introduction of mobile app for both students and staff.

y) Introduction of online Counselling in the First Year admission process.

z) Construction of birds' nest in some specific location in the college campus

z i) Creation of environment friendly walking space.

Name DR. SAMIK RAY   Name DR. VANSANGLURA

Signature of the Coordinator, IQAC   _Signature of the Chairperson, IQAC_

Principal
Serampore College
Serampore, Hooghly

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ANNEXURE I

ACADEMIC CALENDAR 2016-2017

Admission in 1st year U.G. Courses:

Admission process of 1st year U.G. courses starts after publication of results of H.S. (10+2) Examination, 2016 conducted by W.B.C.H.S.E.

Last date of admission in 1st year : 04/08/2016

Commencement of class in 1st year : Third week of July, 2016

Last date of change of subject for 1st year : 24/08/2016

Course of Studies	Mid-term Exam.	College Test	Filling-up of Form for Univ. Exam.	Date of Examinations (Tentative)		Pub. of Results (Tentative)
				Theoretical	Practical	
Part-I	Oct.,2016	2nd week of February,2017	2nd week of March,2017	B.Com.(H+G) 21.06.17-23.06.17 B.A./B.Sc.(H & Major) & B.Com.(Major) 04.07.17-07.07.17 B.A./B.Sc.(Genl.) 11.07.17-21.07.17	B.A./B.Sc.(H & Major) & B.Com.(Major) 27.07.17-16.08.17	Within 90 days from the last date of Exam.
Part-II	Oct.,2016	2nd week of January, 2017	2nd week of February,2017	B.Com.(G+H) 18.04.17-05.05.17 B.A./B.Sc.(H & Major) & B.Com.(Major) 12.05.17-17.05.17 B.A./B.Sc.(Genl.) 19.05.17-07.06.17	B.Com.(G+H) 28.03.17-13.04.17 B.A./B.Sc.(H & Major) & B.Com.(Major) 10.04.17-03.05.17 Genl. 09.06.17-30.06.17	-Do-
Part-III	Oct.,2016	2nd week of December, 2016	2nd week of January, 2017	B.A./B.Sc./B.Com. (Hons. & Major) 28.03.17-06.04.17 Genl. 07.04.17-13.04.17	(H & Major) 28.02.17-18.03.17 Genl. 20.03.17-04.04.17	Within June,2017
Part-I Compulsory Language,2017				20.02.17-02.03.17		
Part-I & II, Supplementary Examination,2016			1st week of Dec.,2016	09.02.17-17.02.17	20.02.17-04.03.17	

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ANNEXURE-II

Activities of Serampore College NSS Unit during July 2016 to June 2017

Environment Awareness Programme

NSS Serampore College Unit organized Environment Awareness Programme on 11th August , 2016 in Communicative English Language Lab at 11 a.m. . Nearly 35 NSS volunteers of Serampore College participated in this programme. The first speaker was Dr. Prabhakar Bhattacharyya, ex Programme officer, Serampore College. He highlighted on issues related to different environmental issues to create awareness among the volunteers. Next speaker was Dr. Anadi Roychoudhury, Programme Officer, NSS Unit 2. He put emphasis upon the adoption of different programmes that Nss Unit is going to take. He also motivated the volunteers to participate wholeheartedly in these programmes.

After tea break, Ex NSS volunteers shared their experience while doing the work on behalf of NSS. Mouloshree Chakraborty an Ex NSS volunteer shared her reminiscences of 7-day camp. She said how important it was to think about the others. She also said that each person has a hidden talent which is necessary to manifest and nothing can be a better platform than NSS. Mr. Adhirath Dey also shared his own experience as an active NSS volunteer.

Independence Day Celebration

Serampore College NSS unit participated in 69th Independence Day. It was organized by Theology Department of Serampore College and was held in the Main Building of the college steps at 7 a.m. Principal of the college , staff members , students of theology department and NSS volunteers participated in this programme. The programme begins with the hoisting of flag and followed by the performance of drama and patriotic songs by the students of Theology and NSS volunteers. Principal Rev. Dr. Vansanglura spoke how we got our independence form the British slavery. The programme ended at 9 a.m with the distribution of sweets among the students. After that there was an arrangement of breakfast in the theology hostel dining hall. In this way, the programme was celebrated whole heartedly by the people without any discrimination of caste creed and religion.

Celebration of Rakhee Utsav

Serampore College NSS Unit organised Rakhi Utsav on 18th August 2016. Near about 50 volunteers of NSS Unit, Serampore College participated whole heartedly to celebrate this festival. Rakhis were designed and prepared with great enthusiasm, two weeks in advance by the volunteers of NSS Unit. The uniqueness of these designed rakhees were that they were made of Jute. The importance of using jute was that it is eco friendly and the usage of jute is declining day by day. Through the use of jute we tried to make the people conscious about the need to be eco friendly for our survival as well as survival for other species in this planet. On the day of Rakhi Utsav , Rakhis were tied in the wrists of teachers and students by the volunteers in order to strengthen the relationship and to spread the message of international brotherhood. Sweets were also distributed by the volunteers. The whole programme was conducted under the guidance of Professor Dr. Anadi Roychoudhury, Programme officer Unit II and Prof. Chumki Dey, Programme officer Unit IV.

Teachers' Day Celebration

Serampore College NSS Unit celebrated Teachers' Day on 5th September,2016. Volunteers of NSS designed colorful cards for the teachers. It was a great opportunity for the volunteers to do the team work and to show their creative talent. Teachers' Day cards were given to the teachers. In this way they showed their respect and reverence to the teachers. Nearly 30 volunteers enthusiastically participated in this programme. It builds up a good spirit amongst the volunteers to be a social being.

Peace Day Rally

Serampore College NSS Units observed International Peace Day on 21st September, 2016. Near about fiftyVolunteers of four units under the supervision of Dr. Anadi Roychoudhuri and Prof. Chumki Dey, Programme Officers of Serampore College NSS Units, organized a peace rally which moved inside the college campus. Students of ASC, Theology, members of Students' Union participated in this rally wholeheartedly. It was started from the main building of the college campus at 1:30 p.m. The rally came back to the main hall of the college at 2 p.m. Short speeches were delivered by Prof. Pradipta Sau, Programme Officer, Serampore College NSS Unit I; President of Student Union (ASC) Mr. Sanjit Ram; both President and Secretary of Student Union (Theology). All of them focused on the need and relevance of peace in this restless world. The martyr stone was garlanded and one minute silence was observed, in order to pay homage to the ten *Jawans* who were killed at Uri District in Kashmir, Indo-Pak border. Light refreshments were served to all those who participated in this peace rally.

Blood Donation Camp

A blood donation camp was jointly organized by SCEA and Serampore College NSS Unit in SCEA room on 23rd September, 2016. 13 of our volunteers participated in this programme and 6 volunteers namely Sarmistha Chakraborty, Rohit Sen, Priyanka Das Ankita Parui, Argha Bhattacharjee and Abhijeet Dutta donated blood there. Volunteers offered food and water to the donors.

NSS Day Celebration

NSS was set up on 24th September, 1969 and its motto was "Not me but you". Like every year, this year also Serampore College NSS Unit celebrated this day with great enthusiasm in a different way. The volunteers, guided by the Programme officers of the four units, went to the nearby Utkal Primary School and distributed pen, pencil, eraser, pencil box and exercise books to all the students. The little children were greatly delighted after getting these surprise gifts. All present there celebrated this day with a cake which was cut by the volunteers. Nearly 45 enthusiastically participated in this programme.

A cultural programme was also organised by the volunteers on 29th of September 2016 in CLRC. The program was strated with the lightening of lamp by the principal Dr. Vansanglura followed by a short speech by him. Special invitee was Dr. Prabhakar Bhattyachaya, Ex programme officer of Serampore College NSS unit. He delivered a speech upon different activities done by the previous NSS volunteers pf this college. He also advised us how to run NSS units smoothly. Indeed it was a good experience to listen to from him. One of the the NSS volunteers also delivered short speech upon different activities of NSS. Dr. Anadi ROY Chowdhury, programme officer NSS unit II delivered speech upon the importance of NSS. A cultural programme was also organized by the NSS volunteers, in which the volunteers performed songs, drama and dance. They also put up a wall magazine on this day. 217 volinteers wholeheartedly participated in this wonderful program.

National   Education Day

Serampore College NSS unit celebrated National Education Day on 11th November 2016. The proghramme was held in the e-classroom. The programme was started at 11 am with an inaugurable song sung by NSS volunteers. It was followed by nwonderful recitation by the NSS volunteers. A SPEECH was delivered BY Dr. P Bhattyachaya on importance of the celebration of Education Day in our society. Nearly 70 volunteers participated in this programme. Programme officers of 4 units supervised the programme and hence it ended happily.

World AIDS Day

On 1st December Serampore College NSS unit celebrated World AIDs Day. A big rally was organized in order to make people aware of the calamity which may cause due to infection of the fatal disease AIDs. The volunteers tied red ribbons to the teaching and non-teaching stuff as well as the students. The rally which was originated from the main building m moved along the whole campus. Although there was a heavy shower on this day, it could not mar the enthusiasm of the volunteers. 55 volunteers participated in this big rally.

Campus Cleaning

Campus cleaning is one of the major activities of NSS unit and it is performed every year by the volunteers. This year it was held in 5th December 2016. 12 volunteers took the broom and cleaned the campus. All the garbage were accumulated together in a specific place and then the garbage were taken away by the Municipality staff. Every nook and corner were made germ free by spreading Bleaching powder. Insecticide were sprayed in the dengue prone areas in the campus. It took approximately four hours to clean the whole campus. The campusa cleaning programme was supervised and guided by Dr. Anadi Roychoudhury, Programme officer, Unit II.

Human Rights Day

Human Rights Day was celebrated by Serampore College NSS Unit held in CLRC at 11a.m on 16th December, 2016. 70 volunteers took part in this programme. Justice Sounak Mukherjee, Secretary, District Legal Service Authority, Hooghly District and Justice Narayan Chakraborty, Head District Judge, Hooghly were the chief speakers. Both of them highlighted how the rights of the people are protected.

New Year Card Distribution

On 3rd January, 2017, NSS volunteers distributed cards to the teachers, staff members and students of Serampore College. 20 volunteers enthusiastically participated in this programme. Volunteers visited each departments and offered New Year Cards which were exclusively designed by them. The first card was offered to Dr. Vansanglura, Principal, Serampore College.

Cloth Collection

Old usable cloths were collected by the NSS volunteers from 17th January to 30th January, 2017. 32 volunteers rendered their service to receive, sort and pack the garments. The cloths were given mostly by the teachers, staff members and students. Cloths were received and stored in the SCTA room. It was a joint effort by NSS and SCTA. Teachers from different departments along with the Programme Officers supervised the tasks of NSS volunteers. These cloths were distributed the people of Ward no 26 under Serampore Municipality.

Participation in Patriotic Song Programme

Surangan Avignan, an institute of Serampore organized a programme based on patriotic song, on 29th January, 2017. 14 NSS volunteers helped the institution to organise this programme. Our volunteers offered water, first aid medical treatment to the 500 participants in this programme.

Participation in Blood Donation Camp

A blood donation camp was organized by University of Calcutta in its campus on 28th February, 2017. 5 of our volunteers participated in this programme and 3 volunteers namely Rajnita Chakraborty Urbi santra and Piyali donated blood there.

National Integration Day

National Integration Day was celebrated by University of Calcutta in its campus on 2nd March, 2017. 7 of our volunteers participated in this programme.

NSS 7- Day Special Camp 2017

DAY-1

A seminar was organized in E-classroom of our college on 20th March by NSS unit. That was the first day of NSS 7 Day Special Camp 2017. Program officer NSS Unit I Prof. Pradipta Sau started the program with his speech. The chief guest of the day Mr. Kunal Chatterjee the regional officer of CU, was felicitated by the NSS volunteers. By lighting the lamp he gave a holy start to the program. He also informed us that more than 3.64 crore volunteers work all over the India. NSS is now the largest running scheme under CU. There are around 150 units working. Another chief guest Miss. Mousumi Majumder, the ex-student of Serampore College described her journey of winning national award for best volunteer of India 2012.Then the volunteers sang the NSS song together. After that Dr. Probhakar Bhattacharyya, Ex NSS Programme Officer inspired us with his motivational speech. The day was ended with the vote of thanks by Prof. Pradipta Sau, Programme Officer, Serampore College NSS, Unit I.

DAY-2

After the wonderful inauguration program of the special camp, the field work was started on the second day, 21st March in Ward no 16 under Serampore Municipality. The volunteers gathered in a local primary school (Vedanta Vedashram) and distributed some soaps and nutritious foods among the students. The volunteers also measured height and weight of the students. Then they went to the slum and with the help of the administration they sprinkled bleaching powder in the slum for sanitization. Hence, the day's program was ended.

DAY-3

On the third day, 22nd March two parallel events were conducted. In the slum a health camp was organized for the residents. Eye specialist Dr. Asit kumar Chatterjee and skin specialist Dr. Kathakali Chattarjee attended the patients. The total health check up was at free of cost. Coupons were distributed among the dwellers of the slum for next day's cloth distribution. At the same time a seminar was arranged by the volunteers in E-classroom in the college. Dr. Suman Dutta and Dr. Subhojit Sarker of Botany and Zoology Department respectively, gave a lot of information on the environment and nature. They told us

how to preserve the endangered animals and birds and how to prevent pollution from destroying our environment. This is how the day ended successfully.

DAY- 4

Fourth day, i.e 23rd March was another important day of the camp. Volunteers arranged a seminar in E-classroom of our college where Mr. Mohit Ranadip, the member of Mental Commission of West Bengal Government was invited. In his speech, he talked about depression, anxiety, phobia and also inspired the students to prevent black magic, superstitions, animosity and prejudice from our society. At the end of his speech the volunteers gave NSS clap. After a lunch break the volunteers went to the slum for cloth distribution in Ward no 26, the adopted slum area under Serampore Municipality. The cloth distribution ceremony was supervised by Serampore College Teachers' Association. The dwellers of the slum gathered and collected the clothes from there. Despite of having busy schedule the day came to its end with full of satisfaction.

DAY- 5

The fifth day, 24th March on the occasion of world T.B. day, the volunteers organized a seminar in the E-classroom of our college, where Dr. P.K.Das, a renowned physician of Serampore was the chief guest.

Dr. P.K. Das was felicitated by the volunteers. The program started with the motivational speech of Dr. P.K. Das where he make the members conscious about contagious diseases. He advised the members about food habits, blood donation & other health issues. The program came to its end by giving thanks to Dr. P.K. Das.

DAY- 6

A seminar was arranged by the volunteers in E-classroom of our college on the sixth day, 25th March. The state liaison officer of NSS, W.B., Dr. A.N. Dey & MS. Sarita Patel, the Regional Director of NSS was invited as the special guests.

The program was started by lighting the lamp & NSS song. The special guests were heartily welcomed by the volunteers. Speeches by Dr. A.N. Dey and Sarita Patel inspired and motivated the volunteers unitedly. Debbani Bhar an ex-NSS member shared some of her memories and the convener of our district Dr. Prabhakar Bhattacharyya added few details about NSS. The day came to an end with the vote of thanks to the special guests by the program officer, Prof. Pradipta sau.

DAY-7

26th March was the seventh and last day of the special camp. On that day Program officer Prof. Pradipta Sau took feedback and suggestions from the volunteers in E-classroom and at the end of the day a mouthwatering lunch was arranged by the NSS unit. In this way the special camp of 2017 ended with new experiences and happiness.

ANNEXURE III

Name of the Troop: Serampore College NCC Unit
Troop No: 04
Battallion: No. 2 (Bengal) Battalion
Gp. HQ: Fort William
Directorate: West Bengal & Sikkim
No. Of Cadets: 108
SD (Boys):   70
SW (Girls):   38

Sl No.	Camp/Activity	Date	Location	No. Of Cadets
1	CATC-VI	16.08.2016 to 05.09.2016	Kanchrapara	10
2	CATC-VIII	16.10.2016 to 27.10.2016	Kalyani	14
3	NIC-Kharagpur	15.11.2016 to 26.11.2016	Dehradun & Kharagpur	02+01
4	TIC-Assansol	20.12.2016 to 28.12.2016	Asansol	01
5	NIC	07.01.2017 to 20.01.2017	Andaman	02
6	LRDC-I	25.12.2016 to 27.01.2017	Kolkata, Red Road	24
7	LRDC-II	25.12.2016 to 27.01.2017	Kolkata, Red Road	24
8	Kolkata Traffic Duty, Puja	Puja	Kolkata	18
9	NIC	07.03.2017 to 28.03.2017	Asansol	01

Ranks given to cadets
SUO-2
JUO-3
SGT-5
LCPL-10
CPL-8

No. Of cadets appeared in 'B' Exam in February 2017:   25
No. Of cadets qualified in 'B' Exam in February 2017:   25
No. Of cadets appeared in 'C' Exam in Exam 2017:   08
No. Of cadets qualified in 'C' Exam in February 2017:   08

No. Of new cadets enrolled in 2017:   40 (July 2017)

ANNEXURE IV

Alumni Feedback for the session 2016-17

Q.1) How much are you satisfied with the level of interaction with college authority?

Ans: Out of survey, 28% says vey good,67% says good and 5% says fair.

C 5% D 0% A 28% B 67%
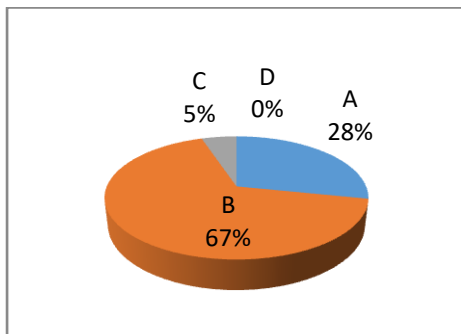
Q.2) How much are you satisfied with the learning value during your students days and its capability now?

Ans: Out of survey,68% says very good,and 32% says good.

B 32% C 0% D 0% A 68%
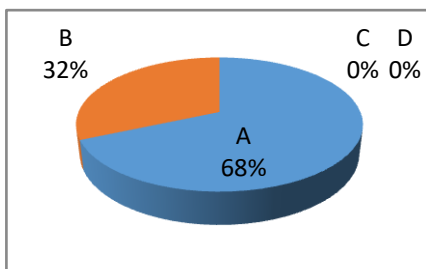
Q.3)Is the alumnus eager to provide financial aid for the development of the college campus?

Ans: Out of survey 89% says Yes and 11% says No.

B 11% A 89%
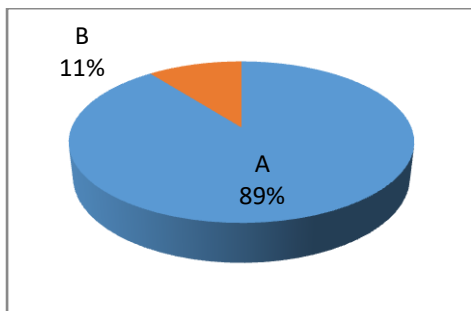
Q.4)How much are you satisfied with the infrastructural facilities provided to the alumni association by the college authority?

Ans: Out of survey, 19% says very good, 26% says good, and 55% says fair.
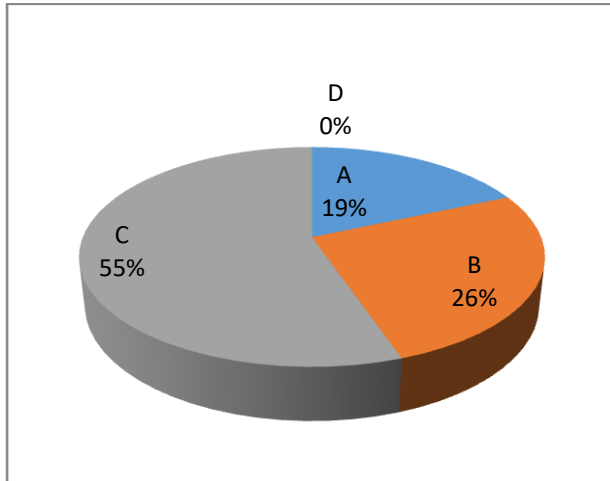
Parents' / Guardians' Feedback for the session 2016-17

Q.1) Are you satisfied with the teaching in classroom?

Ans: Out of survey, 68% says very good, 26% says good, 6% says fair.
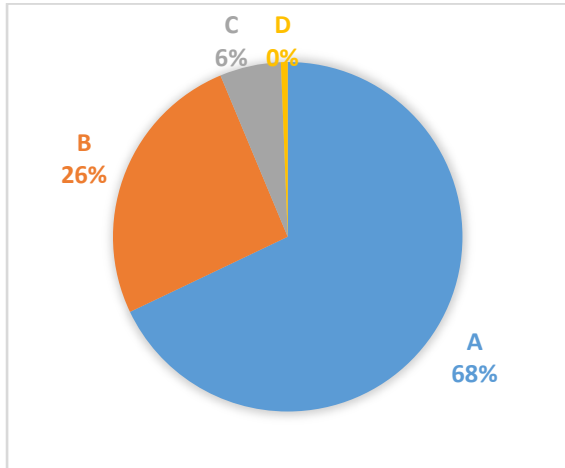
Q.2) Are you satisfied with the level of interaction with teachers outside classroom teaching?

Ans: Out of survey 52% says very good, 42% says good, 5% says fair.
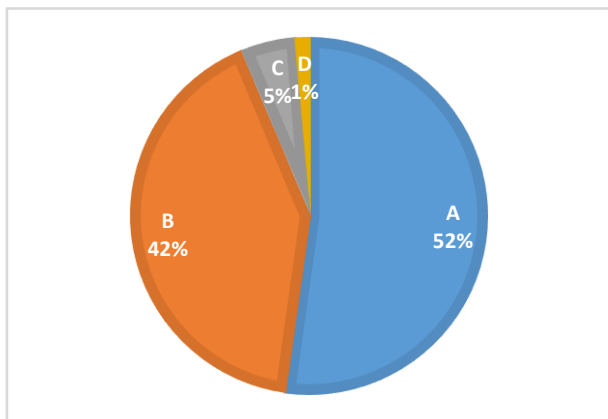
Q.3) Are you satisfied with the discipline within college campus?

Ans: Out of survey 36% says very good, 36% says good, 12 % says fair and 1% says any other
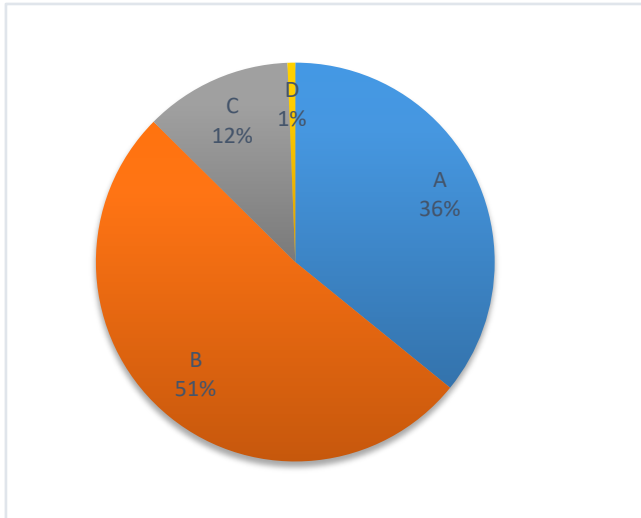
Q.4) Are you satisfied with the extracurricular facilities provided in the college campus (sports, cultural programme, seminars etc.)?

Ans: Out of survey 27% says very good, 51% says good, 18% says fair and 4% says any other.
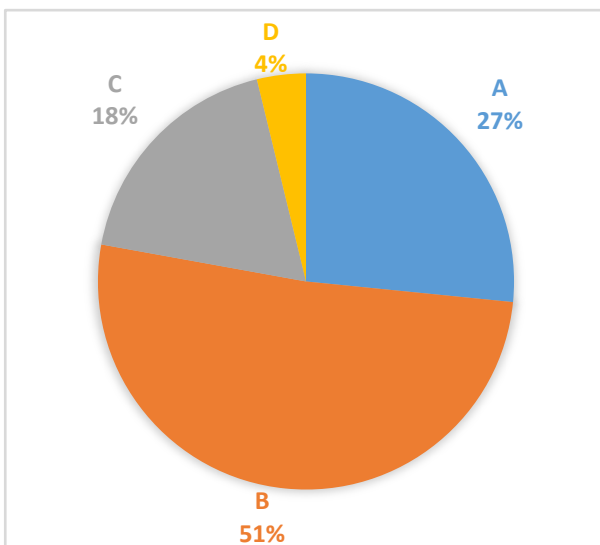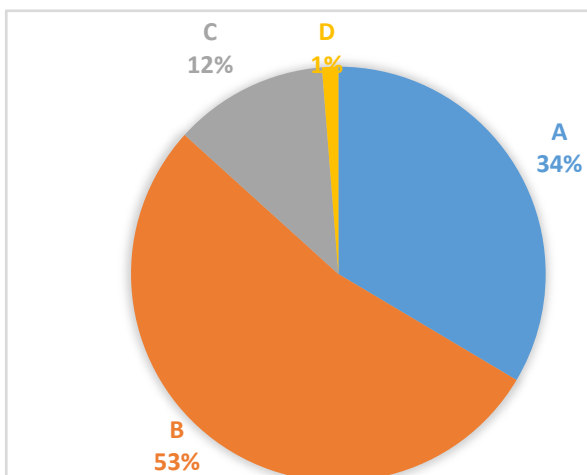
Q.5) Are you satisfied with the environment within class rooms?

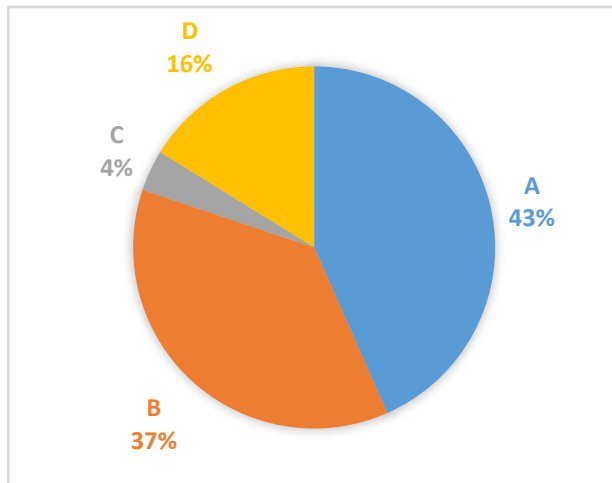Ans: Out of survey 58% says very good, 37% says good, 4% says fair and 1% says any other.
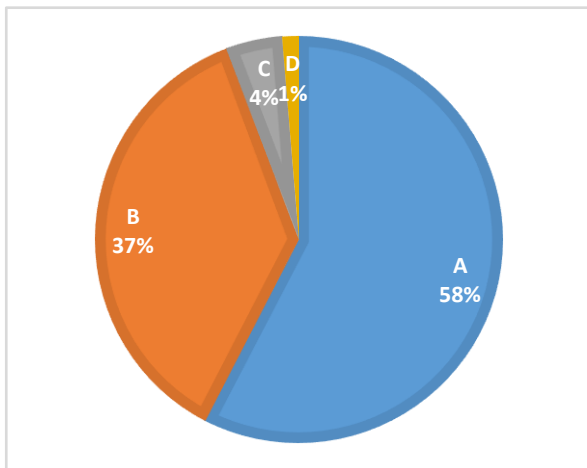
Q.6) Are you satisfied with the general environment of the college campus (outside class)?

Ans: Out of survey 34% says very good,53% says good, 12% says fair and 1% says any other.

Q.7) In case your ward is studying a laboratory- based subject, are you satisfied with the laboratory facilities?

Ans: Out of survey 43% says very good, 37% says good, 16% says fair and 4% says any other.

Q.8) Are you satisfied with the library facilities of the college?

Ans: Out of survey 41% says very good, 47% says good, 9% says fair, 3% says any other.
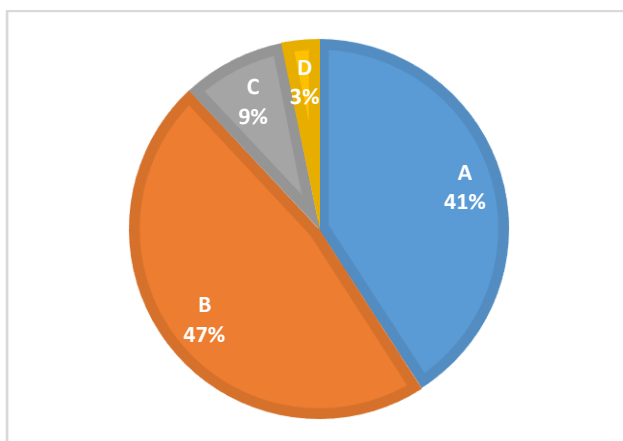
ANNEXURE VI

STUDENTS' FEEDBACK FOR THE SESSION 2016-2017

Students' feedback was taken from all the Honours and General Students passing the Part III Examination in 2016. Assessment of individual teachers as well as the departments as a whole was done. 79.26% of teachers were assessed with the individual performance score above 80% , 19.52% of teachers were assessed with individual performance score above 60% and only remaining 1.22% of teachers were assessed with individual performance score below 60%. The reports were sent to the departments on the basis with the necessary remarks of the Principal of which the concerned departments have taken necessary steps for further improvement of their functioning.

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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