Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	SERAMPORE COLLEGE
Name of the head of the Institution	DR. VANSANGLURA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03326622322
Mobile no.	9774000270
Registered Email	iqac@seramporecollege.ac.in
Alternate Email	principal@seramporecollege.ac.in
Address	9, William Carey Road
City/Town	Serampore
State/UT	West Bengal
Pincode	712201

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**DR. BIDYUT BANERJEE**
Phone no/Alternate Phone no.	**03326529140**
Mobile no.	**9830159691**
Registered Email	**iqac@seramporecollege.ac.in**
Alternate Email	**bidyutbanerjee7@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://a-s-c.seramporecollege.ac.in/wp-content/uploads/2021/12/AQAR-2017-18.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://a-s-c.seramporecollege.ac.in/wp-content/uploads/2021/12/Academic_Calendar_CU_18-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**A**	**85.75**	**2004**	**16-Sep-2004**	**15-Sep-2009**
2	**A**	**3.09**	**2011**	**08-Jan-2011**	**07-Jan-2016**

6. Date of Establishment of IQAC

07-Dec-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Preventive Healthcare Intervention	09-Oct-2018 1	352
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
DR. ASIMA DAS	MRP	UGC	2018 730	212088
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1.   Implementation of MIS (Management Information System) through ERP.
2.   Monitoring Teaching Learning 3.   Conducting Students' Seminar
4.   Taking feedback from Stakeholders 5.   Motivating Teachers to apply for being Research Guides to Calcutta University 6.   Introduction of New Courses for more employability 7.   Motivating the teachers to undertake Major/ Minor Research Projects 8.   Motivating the departments to organise National/ International Seminars 9.   Implementation of RFID Technology in Central Library. 10.   As per the recommendation of IQAC "Green Brigade" was formed under BioDiversity Club.

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

Plan of Action	Achivements/Outcomes
· Upgradation of Digital Library	· The Digital Library Assistant worked for three months to help matters with Digital Library.
· To ensure environment friendly campus Clean and Green Committee and Biodiversity Club related proposals are placed before College Governing Body.	· The clean campus motto is actively carried out by cooperations by Bio-Diversity Club, Clean and Green Committee, NSS units.
· Digitization and ICT enabling	· Nctoew purchase of computers, screens, projer, printers and other equipments for smoother functioning of academic upgradation
· Completion of Introducing RFID System in the Central Library	· RFID system was introduced in the Central Library.
· Introduction of Fire-Alarm System in the Central Library	· Fire-Alarm System was introduced in the Central Library
· Infrastructural Modifications	· Various classrooms were upgraded to ICT enabled classrooms
View File	

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

Name of Statutory Body	Meeting Date
COLLEGE FACULTY (GOVERNING BODY)	21-Dec-2021

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

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

Year of Submission	**2020**

Date of Submission	**29-Feb-2020**

17. Does the Institution have Management Information System ? — **Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	MIS, with regard to administration, notification, resolutions, data sharing mechanism through electronic communication was implemented. As we have the active LAN connection and all the departments are connected with each other and they can share the required data, we can also receive the data of

various Stakeholders through the web based management system. The stakeholders are interconnected with the college ERP. 1. Student admission is made online 2. In our ERP system separate users are created with their respective role and privilege. 3. We process and retrieve the student data through Student Information System(SIS) module in ERP. 4. Through the HRMS system employee salary, promotion, sanction etc are done by West Bengal Government IFMS. 5. All the activities of Financial Accountant System (FAS) are continuing with the ERP. 6. Through the communication module in our ERP college communicates with the stakeholders and vice versa. 7. West Bengal Health Scheme of our employees is done in online mode. 8. Data is being collected on several parameters such as teachers, students, enrolment, programmes, results, finance information, infrastructure etc. through the computer based information system. 9. Through MIS administrative notifications and feedbacks are communicated. 10. Budget allocation information is usually sent to each department in electronic mode. 11. Department can access the data from the college ERP. 12. Student data is imported in Library management software through the MIS system.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

At the beginning of the academic session IQAC conducted a workshop on implementation of CBCS curriculum prescribed by university. Every department follows the syllabus and allocates assignments to the teaching members of the department. Every teacher makes a teaching plan to complete his/her assignments. Number of classes for each topic is assigned according to the syllabus and credits (Semester-I & III) for each topic /Group / Paper etc. The Time Table Committee prepares a time table for each year / semester under the supervision of the Vice- Principal. For PG departments the respective departmental coordinators prepare time table and assign number of classes for each topic as per the given credit. We have an enriched library with open access system and each department has a seminar library for the use of the students. Various teaching methods based on the specific needs of the different subjects are used to inculcate academic interest such as - i) Chalk and talk methods ii) ICT enabled teaching learning method iii) Seminars presentations by the students iv) Field works, educational excursions are carried by some

departments v) Class tests, viva-voce are also conducted by some departments to improve the quality of the students. vi) Seminars, special lectures also arranged regularly for students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	HONS GENERAL	01/07/2018
BSc	HONS & GENERAL	01/07/2018

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	BOTANY	19
BSc	ECONOMICS	25
BCom	COMMERCE	63
[View File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The college collects the feedback from the students, Alumni and parents. IQAC analyzed the feedback through MS Excel and the information was forwarded to competent authority for necessary action and recommendations. The college authority acts according to the data in the light of feedback received. As per the feedback from students obtained through SSS in the academic session 2018-19, the following measures were taken. 1. As per the SSS, 29 of students said that ICT usage in classroom teaching is low. Therefore the college authority has encouraged teachers to use power-point presentation more thoroughly and regularly as part of the teaching-learning program. 2. Few students complained about the poor preparations of individual teachers for the classes. The administration has sensitized the teachers so that such problems are solved. 3. Better communication skills in teachers are prioritized on the basis of feedback received from few students who found communication skills of teachers poor. 4. While mentors are allotted to all honours students few mentioned that they don't know the respective individual mentor. Thus greater focus is given to mentor-mentee relationship development. 5. Teachers are advised to focus more in identifying the weaknesses of each student and mentor them sufficiently.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BENGALI HONS	44	444	44
BA	ENGLISH HONS	33	995	33
BA	SANSKRIT HONS	39	150	39
BA	HISTRORY HONS	39	199	39
BA	POLITICAL SC. HONS	44	274	44
BA	PHILOSHOPY HONS	44	164	44
BA	COMMUNICATIVE ENGLISH MAJOR	33	129	33
BA	GENERAL	300	2124	300
BCom	GENERAL	171	976	171
BSc	PURE AND BIO GENERAL	250	1544	250
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2.2 – Catering to Student Diversity

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

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

| 2018 | 3742 | 120 | 92 | Nill | 30 |

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
93	69	120	12	2	15

View File of ICT Tools and resources

View File of E-resources and techniques used

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

Students' Mentoring System It has been the constant endeavor of our college to help students to have growth in all fields and works of their lives and thus, prioritizing their academic, spiritual, mental health upgradation issues, there have been continuous attempts to deal with these allied issues. Thus, college has actively sought to receive feedback from students at the end of each academic year there is a career counselling mechanism systems to ensure active involvement of students in NSS, Cultural bodies and performances, students' seminar, science exhibitions, departmental wall-magazine preparation are developed. In this academic session Mentor/Mentee system was introduced in the Honours departments of the college, according to which honours and PG students of each department are placed in small groups under individual teachers/ mentors as mentees so that their learning experience is enhanced. The mentors have kept in touch with the students and have actively participated in the wellbeing of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3742	93	1:40

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
88	84	4	Nill	63

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Kingsuk Das	Assistant Professor	"Clean Environment Promotion Award" by International Benevolent Research Foundation, Kolkata and Confederation of Indian Universities, New Delhi
2018	DR. AMIT CHATTOPADHYAY	Assistant Professor	Clean Environment Promotion Award at

			the 2nd World Clean Environment Summit at Science City Auditorium, Kolkata, West Bengal on 16-18th July, 2018 organized by International Benevolent Research Foundation, Kolkata and Confederation of Indian Universi

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	ARTS	1	31/12/2018	21/02/2019
BSc	SCIENCE	1	31/12/2018	21/02/2019
BCom	COMMERCE	3	31/12/2018	03/04/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

All departments have been conducting class tests after each unit (or a section of the syllabus) is taught. There are also provisions for surprise class tests. There are mid-term examinations for each subject and stream. Similarly, before each University examination, a selection test is held for all years so that their progress and readiness with regard to university examination can be judged. After class tests and selection tests examiner/ examinee meetings are held to help students understand what they have to do to perform better in the future. Moreover, there are remedial classes for students who underperform in class tests as well as selection tests. In this academic year, along with Commerce, Arts and Science subjects were also brought within CBCS. And thus, all necessary reforms related to the time-table and class test related issues involving tutorial projects and internal evaluation as well as attendance calculation were taken care of.

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

The college strictly adheres to University of Calcutta academic calendar and conducts selection tests within mid-tern and stipulated time frames. It ran according to the academic calendar of University of Calcutta with regard to 111 system and CBCS system. PG Departments have their own academic calendar.

2.6 – Student Performance and Learning Outcomes

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

https://a-s-c.seramporecollege.ac.in/wp-content/uploads/2021/12/University-Result-Summary-2018-19.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PHIA	BA	PHILOSOPHY	27	23	85.18
MTMA	BSc	MATHAMATICS	26	21	80.76
HISA	BA	HISTORY	31	31	100
ENGA	BA	ENGLISH	27	26	96.29
ECOA	BSc	ECONOMICS	26	24	92.3
BOTA	BSc	BOTANY	18	17	94.44

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2.7 – Student Satisfaction Survey

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

https://a-s-c.seramporecollege.ac.in/wp-content/uploads/2021/12/SSS-18-19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC	212088	1908792

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
XXXth Annual Conference of the Physiological Society of India	Physiology	22/11/2018

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

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

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
ZOOLOGY	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	BOTANY	4	2.5
International	ECONOMICS	1	Nill
International	HISTORY	1	Nill
International	MATHAMETICS	3	2.47
International	PHYSIOLOGY	15	2.9
International	PHYSICS	5	2.13
International	POLITICAL SCIENCE	1	Nill
International	PHILOSOPHY	1	Nill
International	SOCIOLOGY	3	Nill
International	ZOOLOGY	2	1.65

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

Department	Number of Publication
BENGALI	4

[View File](#)

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Bioconversion of sugarcane molasses to poly(3-hydroxybutyrate) by endophytic Bacillus cereus RCL 02.	Arundhati Pa	Journal of Applied Biology and Biotechnology	2019	Nill	Department of Botany, Serampore College	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Multicenter Bonding and the Electron Deficient Molecules with Special Emphasis to Boron and Aluminium Compounds	Sudipta Chatterjee	Russian Journal of Physical Chemistry A	2019	115	2	Serampore College

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	31	39	35	62
Presented papers	11	22	11	1
Resource persons	2	4	Nill	1

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Educational Tour	Dept of Physics, Serampore College	6	79

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

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

Name of the scheme	Organising unit/Agency/collaborating	Name of the activity	Number of teachers participated in such	Number of students participated in such

agency			activites	activites
National Integration day	NSS, University of Calcutta	National Integration day	2	7

[View File](#)

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Research Collaboration	Dr. Arundhati Pal	N.A.	365
Faculty Exchange	Dr. Sribas Goswami	UNESCO	60

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Regent Park College, Oxford	22/10/2018	Academic Exchange	5

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4000000	3271098

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Fully	16.05.07.000	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5909	268500	352	142500	6261	411000

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 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	146	2	146	146	0	20	126	100	0
Added	5	2	5	5	0	0	2	100	0
Total	151	4	151	151	0	20	128	200	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Digital archives	http://192.168.1.31:8080/jspui

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
3646000	3196000	4000000	4163529

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

https://a-s-c.seramporecollege.ac.in/about/procedures-policies/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	STUDENT CONCESSION	197	308977
Financial Support from Other Sources			
a) National	Swami Vivekananda, Kanyashree, NSP, IGSGCF	29	715000
b)International	Nill	Nill	Nill

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Diploma in Youth Development (Yoga)	16/09/2019	12	Serampore College

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
6	6	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	**9**	**BSC**	**Communicative English**	**BU, VBU, JU PUDUCHERRY university**	**M.A. (7), MBA (1), PG DIPLOMA (1)**
2018	**26**	**BSC**	**PHYSIOLOGY**	**B.Ed in different Institutions, Resaerch Fellow at Punjab Central University, School of Tropical Medicine, Kolkata**	**B.Ed., MSC, PhD programme, Service at Bank and Post Office**
[View File](#)					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	**5**
NET	**2**
Any Other	**2**
[View File](#)	

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

Activity	Level	Number of Participants
110 MTS HURDLES	**COLLEGE**	**50**
[View File](#)		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student

| 2018 | The Inter Collegiate Championsh ip | National | 1 | 1 | 20181800 | Sujay Saren |

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

As there was no student union election held during the current academic session students elected as representatives to the student union in previous year are continuing their positions in different statutory and non- statutory bodies of the college. Therefore, they are engaged in decision making mechanism of the college. Moreover, they also have their active participation felt in organizing Academic exhibition, sports and various cultural programs and observing days of national significance like Independence Day, Republic Day and so on.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Serampore College Alumni Association Registration No. - 5/2L/30746 dated 14.01.2015

5.4.2 – No. of enrolled Alumni:

610

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

10000

5.4.4 – Meetings/activities organized by Alumni Association :

Seminars by eminent Resource Persons for enrichment of Students organised by Serampore College Alumni Association. Serampore College Alumni Association are engaged for smooth conducting of such activities like Seminars, Special Lectures, Cultural Training, Weekly Workshop on Cultural Activities etc. Members provide financial assistance to the meritorious students. They provide their valuable suggestions to the college administration through IQAC on regular basis.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Apart from having Serampore College Teachers' Association as a parallel teachers' association apart from Teachers' Council patronized by the Principal himself, there have been continuous efforts made to further decentralize the administration of the college and enhance participative management and safeguard staff and students' interest. In the academic session 2017-18 the following initiatives are taken in favour of further decentralization and participative management: a. Students' Satisfaction Survey was Introduced in order to arrive at better understanding about the performance of administration, teachers, non-teaching staff members, the overall atmosphere of the college. b. For the preparation of the Annual Budget (2018-19 Financial Year) departments were communicated to submit their suggestions for buying equipment, teaching tool and books for seminar library so that the annual

	budget could be prepared in accordance with such suggestions as far as practicable.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Online admission process was started. Activities such as Admission Form-Fill-Up, Publication of merit list, Admission fees collection and admission counselling were done online. All notices were made available through college website and auto-sms updates for maintaining transparency and eco-friendly atmosphere.
Human Resource Management	HRMS Module was introduced through ERP. Fresh recruitments as guest teachers in the departments of Geography and Education were made in order to help academic progression.
Library, ICT and Physical Infrastructure / Instrumentation	There were implementations such as: 1. Online request of research scholar for seeking use of CLRC, Institutional repository (IR) and Central Library-ASC. 2. Online access of e-resources by N-LIST. 3. Open Access system by implementing RFID system 4. Access of digital archive through institutional LAN. 5. Purchase of Computers, RFID based equipment, Printers and other such equipment. 6. Use of American Library Kolkata (U.S Embassy and Consulates of India)
Research and Development	IQAC has consistently motivated teachers to participate in academic research, encouraged them for applying PhD Supervisorship, and have research collaborations with the reputed institutes. College has encouraged teachers to attend seminar, conferences, workshops, faculty development programmes. Three teachers got grants from CDB, ICMR, DST (WB) for MRP.
Examination and Evaluation	Implementation of: 1. Distribution of Online question paper 2. Distribution of Online syllabus 3. Online result publication, Marks uploading
Teaching and Learning	There were initiatives taken to improve classroom teaching, practical classes by bringing in ICT mode. Field

	studies, study tours, syllabus based study and beyond were all made part of the teaching-learning experience.
Curriculum Development	Participation of teachers in various seminars, workshops, academic bodies enabled the departments to develop curriculums that were more innovative, practice-oriented, student-centric and the students were made to think independently with the proper tutoring done through various field surveys, study tours student seminars, group discussions and so on.

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

E-governace area	Details
Student Admission and Support	FULLY ONLINE COUNSELLING SYSTEM, SMS ALERT AND EMAIL ALRET
Administration	NOTICE CIRCULATION THROUGH EMAILS AND WEBSITE HRMS MODULE IS FUNCTIONAL
Finance and Accounts	ERP IS NOW FULLY OPREATIONAL IN FINNANCE RELATED MATTER
Examination	ONLINE SUBMISSION OF MARKS THROUGH UNIVERSITY PORTAL

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	DR. SANDIP MUKHERJEE	106TH INDIAN SCIENCE CONGRESS	Nill	1000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Training on Library Software (Koha)	Training on Library Software (Koha)	05/12/2018	05/12/2018	10	11
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC sponsored short term course (STC) on "Gender sensitization" held by Human Resource Development Centre (HRDC), University of Calcutta	1	14/11/2018	20/11/2018	7

View File

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
SALARY ADVANCE DURING FESTIVALS	SALARY ADVANCE DURING FESTIVALS	STUDENT CONSSECION, HEALTH INSURANCE OF STUDENTS

6.4 – Financial Management and Resource Mobilization

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

INSTITUTION CONDUCTS INTERNAL AUDIT REGULARLY, AND EXTERNAL AUDIT DONE ANNUALY.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nill	0	0
No file uploaded.		

6.4.3 – Total corpus fund generated

23900950

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	EXTERNAL (2 MEMBER)	Yes	SERAMPORE COLLEGE
Administrative	Yes	EXTERNAL (2 MEMBER)	Yes	SERAMPORE COLLEGE

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

1. PARENTS PROVIDE SUGGESTIONS TO COLLEGE SYSTEMATICALLY DEFINED TIME FRAME. 2. IQAC AND COLLEGE ADMIN TAKES NESSARY ACTIONS FOR ITS EFFECTIVE IMPLEMENTATION. 3. DEPARMENTS EXECUTE THE RECOMMENDATIONS RECIEVED FROM PARENTS/GARDIANS

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

1. IT TRAINING 2. TRAINING ON ERP. 3. ENCOURAGES FACULTY TO PARTICIPATS MORE IN FDP.

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

1. CENTRAL INSTRUMENT FACILITY AT PHYSIOLOGY DEPARTMENT (FIST AND BOOST, GOVT. OF WB) 2. CREATION OF DEDICATED COMPUTER LAB 3. ENCOURAGES FACULTY FOR RESSEARCH SUPERVISOR

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Implementation of RFID Technology in Central Library.	19/07/2018	Nill	Nill	3000
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

Percentage of power requirement of the University met by the renewable energy sources

COLLEGE HAS TAKEN INITIATIVE TO MAKE THE CAMPUS GREEN AND PLASTIC FREE, INSTALLATION OF SOLAR PANEL. THE COLLEGE HAS CREATED A BIO DIVERSITY CLUB TO SPREAD AWARNESS AMONG THE STAKEHOLDERS OF THE COLLEGE. BIO DIVERSITY CLUB ALSO INSATLLED BIRDS NEST INSIDE THE CAMPUS. STUDENTS ARE ALLOCATED TO MAKE PROJECTS ON ENVIROMENTAL ISSUES OF NEARBY LOCALITY AND ALSO ISSUES RELATED TO NATIONAL IMPORTANCE . STUDENTS ALSO PARTICIPATES IN SWACHA BHARAT ABHIYAN.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Ramp/Rails	Yes	8
Physical facilities	Yes	6

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	12/10/2018	1	Cloth Distribution Programe	1	39
2018	1	1	09/10/2018	1	Preventive Health Care Intervention, Free Health Check-up for about 400 people (student and staffs)	1	400
					[View File](#)		

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

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

1. The college has introduced led lights in most of the departments to reduce energy consumption. 2. Has planted more trees inside the campus. 3. A new canopy of creepers has been built in the Bicentenary Block. 4. More bins are installed for keeping the campus clean and reduce the risk of non-bio-degradable materials coming to contact with the soil. 5. Paperless official activities are promoted through online admission, e-study material supply and use of email or website notification.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. STUDENTS INSURANCE: College always thrives for the betterment and benefit of

the prime stakeholder i.e. Students. College has taken an unique step towards the protective Health Scheme to the students to achieve their holistic development. IQAC has played a pivotal role by proposing introduction health scheme in the form of Students' Health Insurance. The proposal has been accepted by the College Governing Body, necessary financial provisions were made and executed. The scheme was successfully through United India Insurance Co. Ltd. covering all the students. 2. INSTALLATION OF SOLAR PANEL: Electric prices have risen over the past ten years. Because they use a great deal of electricity, has been primary victims of these price hikes. In order to curtail the recurring cost and to achieve eco-friendly campus, College has taken initiatives to install solar panel. Because, solar power is a free source of energy, found in abundance throughout the world, and advanced technology and skilled installers have made it even more accessible for institutions. West Bengal Pollution Control Board has extended sincere help by offering 5 KVA solar module free of cost.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://a-s-c.seramporecollege.ac.in/about/best-practices/

7.3 – Institutional Distinctiveness

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

The vision of Serampore College, a Christian minority college on the verge of completing 200 years, is to emerge as one of the leading academic institutions not only in the region but also in the country where knowledge and skill complement each other and competence leads to confidence among the principal beneficiaries i.e. the students. We constantly strive for all round excellence so that this age-old heritage institution contributes more effectively towards intellectual pursuits, finds solutions to relevant social issues and develops means and ways that would cut across related disciplines in order to cope with hard-core realities of individual as well as our national life. The mission of William Carey, one of the founders of our college, was to enlighten the minds of men in a holistically humanizing way, the legacy of which we are still trying to maintain as his torch-bearers. Accordingly, a mission, clear and big enough to fulfil the common vision of the college, has been set in such a way that short-sightedness never mists the prospect of reaching the destination. Our mission sets us to improve both intellectual and professional knowledge and tells us not to run after small gains. Being a strong believer of Christian ideology, we believe in attempting as well as expecting great things from God. That way, service to humanity and our nation has been adopted as the reason for existence of this sacred institution of learning. Our mission statement has four distinct components viz. – Providing quality teaching which is our central responsibility To interact meaningfully and effectively with all aspects of social life where knowledge, analytical mindset and creativity are called for To develop close links with different agencies as far as practicable which are interested in applying knowledge of humanities, science, technology in respective and relevant areas to upgrade the standard of living of all concerned. To add a humanitarian dimension to the process of learning in order to shape a sensitive mind which can adopt an all-embracing value system and impart a strong sense of holisticity to this same process of learning in all future endeavours. We have always believed in the philosophy that quality sustenance and improvement, along with expansion and upgradation of all activities, is a continuous and endless process, which is aptly reflected in our ceaseless pursuit for all-round excellence. Like any other organization, Serampore College has made commitment to common goals and shared values. Our management's first job is to think through, set and exemplify objectives,

values and goals of our college.These are transparent, made known to the stakeholders and constantly reaffirmed.

Provide the weblink of the institution
https://a-s-c.seramporecollege.ac.in/about/vision-and-mission/

8.Future Plans of Actions for Next Academic Year

More UG level subjects may be introduced from next academic session. Existing UG pass courses may be upgraded to Honours courses. We have a plan to conduct more seminars on IPR. IQAC has given a proposal to college to open professional courses from next academic session. There is a plan of installation of more solar panels on empty roof of in Arts Science Block The development of solar power technology is now our priority to preserve energy. We have a plan to make a concrete pathway in Arts Block. IQAC has suggested Research Cell to publish a scientific journal from the college at least annually. To make infrastructure breakthroughs for more ICT enabled knowledge-dissemination process. Online feedback system for students other stakeholders may be introduce.