

The Annual Quality Assurance Report (AQAR) of the IQAC

Session: 2016-2017

Part – A

I. Details of the Institution

1.1 Name of the Institution

VICTORIA INSTITUTION (COLLEGE)

1.2 Address Line 1

78B, Acharya Prafulla Chandra Road

Address Line 2

NIL

City/Town

Kolkata

State

West Bengal

Pin Code

700009

Institution e-mail address

Victoriacollege1932@gmail.com

Contact Nos.

033-23501959

Name of the Head of the Institution:

Dr. Nibedita Chakrabarti

Tel. No. with STD Code:

033-23600046

Mobile:

9433117523

Name of the IQAC Co-ordinator:

Dr. Patralekha Mukhopadhyay

Mobile:

9830474613

IQAC e-mail address:

victoriacollegeiqac@gmail.com

1.3 NAAC Track ID

WBCOGN11256

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)*

EC(SC)/18/A and A/53.2

1.5 Website address:

www.victoriacollege.co.in

Web-link of the AQAR:

http://victoriacollege.co.in/IQAC/AQAR_2016-17pdf

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	1 st Cycle	B		2004	5 yrs
2	2 nd Cycle	B ⁺	2.61	2016	5yrs
3	3 rd Cycle				
4	4 th Cycle				

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

11.08.2006

1.8 AQAR for the year

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 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2004-08 Submitted to NAAC
- ii. AQAR 2009-10 Submitted to NAAC
- iii. AQAR 2010-11 Submitted to NAAC
- iv. AQAR 2011-12 Submitted to NAAC
- v. AQAR 2012-13 Submitted to NAAC
- vi. AQAR 2013-14 Submitted to NAAC
- vii. AQAR 2014-15 Submitted to NAAC
- viii. AQAR 2015-16 Submitted to NAAC-*AQAR 2015-16 submitted to NAAC on 19.09.2016*

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)

N.A.

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

University of Calcutta

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

Autonomy by State/Central Govt. / University

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	<input type="text" value="9"/>								
2.2 No. of Administrative/Technical staff	<input type="text" value="1 (Bursar) + 1(Accountant) +1(Librarian)"/>								
2.3 No. of students	<input type="text" value="1(G.S. Of Student union)"/>								
2.4 No. of Management representatives	<input type="text" value="1(Principal)+2(G.B. Members)"/>								
2.5 No. of Alumni	<input type="text" value="1"/>								
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="1 (Local MLA)"/>								
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>								
2.8 No. of other External Experts	<input type="text" value="1 (Retired ADPI) & Member Secretary, Higher Education"/>								
2.9 Total No. of members	<input type="text" value="19"/>								
2.10 No. of IQAC meetings held	<input type="text" value="7"/>								
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="7"/>	Faculty	<input type="text" value="3"/>					
Non-Teaching Staff	<input type="text" value="2"/>	Students	<input type="text" value="2"/>	Alumni	<input type="text" value="--"/>	Others	<input type="text" value="2"/>		
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="text"/>	No	<input checked="" type="text" value="√"/>					
If yes, mention the amount	<input type="text" value="-----"/>								
2.13 Seminars and Conferences (only quality related)									
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC									
Total Nos.	<input type="text" value="Nil"/>	International	<input type="text"/>	National	<input type="text"/>	State	<input type="text"/>	Institution Level	<input type="text"/>
(ii) Themes					<input type="text" value="N.A."/>				

2.14 Significant Activities and contributions made by IQAC

- Members of IQAC review the self-assessment reports of performance-based appraisal submitted by the respective teachers to be promoted under CAS to the next higher stage following the UGC Regulations, 2010 and thereafter orders issued by the Government.
- After consultation with cell members, faculty and non-teaching staff in meetings IQAC take the decisions to be implemented in academic and administrative activities of the college.
- Teachers are motivated to attend Faculty Development programmes for the purpose of enriching their knowledge.
- Students of NSS and NCC of the College unit take active participation in different Programmes on various issues under proper guidance of concerned faculties and effective supervision of the Head of the Institution.

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
i) Career advancement and re-designation of teachers are to be processed through IQAC	i) Members of IQAC reviewed the self-assessment reports of performance-based appraisal submitted by 5 teachers to be promoted under CAS to the next higher stage.
ii) Improvement of administration	ii) Packages have been started to keep the students' data.
iii) Career counselling programme	iii) TATA Consultancy Services, a prime corporate Institution conducted on-campus interview as in the previous session for the final year students (Arts, Science & Commerce) of our college. TCS officials usually initiated their programme with a general discussion with the enrolled students along with a fair overview about BPO (Business Process Outsourcing) Sector. 5 students have been selected out of 92.
iv) Launching of new extension activities	iv) Volunteers of NSS unit took part in awareness programme regarding spreading of communicable diseases. Volunteers of NSS unit were involved in training programme of co-curricular activities for slum children in ward no 37.

<p>v) Up gradation of Chemistry (Gen) Course to Chemistry (Hons.) Course</p> <p>vi) Allotment of more space for Physics and Chemistry laboratory.</p> <p>vii) To continue Medical Aid Fund</p>	<p>Volunteers of NSS unit organised AIDS awareness programme in College campus .</p> <p>Student's union organised a dance-drama on the theme regarding the protest against caste division.</p> <p>International Yoga Day was celebrated by NCC cadets in College campus.</p> <p>v) Chemistry (Hons.) Course has been introduced from the session 2016-17.</p> <p>vi) Departments of Physics & Chemistry have been upgraded with equipped laboratories one for each.</p> <p>vii) For the purpose of help during medical emergencies Medical Aid Fund is running by the contribution of students.</p>
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** Attach the Academic Calendar of the year as Annexure.*

2.16. Whether the AQAR was placed in statutory body

Yes

☒

No

☐

Management

☒

Syndicate

☐

Any other body

☐

Part – B

Criterion – I

I. 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	N.A.	N.A.	N.A.	N.A.
PG	N.A.	N.A.	N.A.	N.A.
UG	18	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	18	0	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	----
Trimester	---
Annual	18

1.3 Feedback from stakeholders*
(On all aspects)

Alumni ☒ Parents ☐ Employers ☐ Students ☒

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

**Please provide an analysis of the feedback in the Annexure*

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

N.A.

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

Chemistry (Hons.) in B.Sc. course under CU affiliation

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
73	37	24	N.A.	12

2.2 No. of permanent faculty with Ph.D.

33

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
10	6	----	----	---	----	---	---	10	6

2.4 No. of Guest and Visiting faculty and Temporary faculty

8

Nil

10

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	62	9
Presented papers	8	21	3
Resource Persons	1	----	---

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

1. Apart from usual chalk and talk teaching process LCD projectors are used for lectures and students' talks.
2. Class discussions, inviting guest speakers, visits, excursions all form a part of teaching process.
3. Websites are used for advanced study on specified topics.
4. Interactive educational CD and preparation of field reports of excursions utilize the help of computer on regular basis.
5. Students are encouraged to participate in workshops.
6. Students are taken to industrial visit and important local places related to their subjects.
7. Greater emphasis is given for inculcating research culture by encouraging them to participate and present papers in seminars conducted by departments.
8. The academic progress of the students is regularly assessed by class tests and MCQ tests along with college tests.
9. Parent-teacher's meetings are held regularly to discuss students' progress.
10. Departmental quiz competitions are organised to improve the interest of student in subject area.

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

190

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

NIL

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

N.A.

N.A.

N.A.

2.10 Average percentage of attendance of students

70%

2.11 Course/Programme wise
distribution of pass percentage :2017

Title of the Programme	Total no. of students appeared	Total no. of students Passed	Division					Pass %
			Distinction %	I %	II %	III %	QG	
B.A. (Hons.)	165	163	---	2%	86%	-	10.3%	99%
B.Sc. (Hons.)	134	130	---	34.32%	55.22%	-	7.46%	97.01%
B.Com. (Hons.)	49	35	---	8.16%	61.22%	-	2.04%	71.42%
B.A. (General)	299	60	---	--	5.7%	14.4%	----	20.06%
B.Sc. (General)	101	41	---	8.91%	23.8%	7.92%	----	40.6%

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

IQAC collects annual reports from all departments at the end of the academic session.

IQAC conducts meetings with teachers' council, routine committee & academic sub-committee for discussing on departmental class schedules, examination and evaluation processes with an objective towards the enrichment of Teaching-learning process.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	22	5	0	0
Technical Staff	10	3	0	0

Criterion – III

3. Research, Consultancy and Extension

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

1. IQAC has taken initiative for publication of multi-disciplinary, Peer-reviews academic journal for dissemination of research papers of the faculty.
2. IQAC continuously inform and encourage the departmental teachers to attend and present papers at seminars and workshops organised by various Institutions.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	---	---	----
Outlay in Rs. Lakhs	----	----	---	----

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	----	----	----	----
Outlay in Rs. Lakhs	----	----	----	----

3.4 Details on research publications

	International	National	Others
Peer Review Journals	13	5	1
Non-Peer Review Journals	---	---	---
e-Journals	---	---	---
Conference proceedings	2	6	1

3.5 Details on Impact factor of publications:

Range 0.981-5 Average 3.15 h-index --- Nos. in SCOPUS ---

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	---	----	-----	----
Minor Projects	---	----	-----	----
Interdisciplinary Projects	---	----	-----	-----
Industry sponsored	---	----	-----	----
Projects sponsored by the University/ College	---	----	-----	----
Students research projects <i>(other than compulsory by the University)</i>	-----	-----	-----	-----
Any other(Specify)	----	----	-----	-----
Total	----	----	-----	-----

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

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	----	1	-----	-----	---
Sponsoring agencies	----	UGC	-----	-----	----

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:Nil

From Funding Agency From Management of University/College
Total

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
----	----	----	----	----	----	-----

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="---"/>	State level	<input type="text" value="---"/>
National level	<input type="text" value="---"/>	International level	<input type="text" value="---"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="---"/>	State level	<input type="text" value="---"/>
National level	<input type="text" value="---"/>	International level	<input type="text" value="---"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="---"/>	College forum	<input type="text" value="---"/>
NCC	<input type="text" value="8"/>	NSS	<input type="text" value="3"/>
		Any other	<input type="text" value="1"/>

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

- 1st yr Zoology Honours students attended D.N. Ganguly Memorial & M.M. Chakravarty Memorial Lectures organised by Zoological Society, Kolkata on 8th February 2017
- Volunteers of NSS unit took part in awareness programme regarding spreading of communicable diseases Dengue, Malaria etc. at ward no.37 under supervision of Kolkata Municipal Corporation.
- Volunteers of NSS unit were involved in training programme of co-curricular activities for slum children in ward no 37.
- Volunteers of NSS unit organised AIDS awareness programme in College campus in March 2017.
- Student's union organised a dance-drama on the theme regarding the protest against caste division.
- International Yoga Day was celebrated by NCC cadets on 21st June 2017 in College campus.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.5 acres	----	-----	1.5 acres
Class rooms	30	-----	-----	30
Laboratories	13	03	College	16
Seminar Halls	02	--	M.P. LAD & College	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	----	07	College	07
Value of the equipment purchased during the year (Rs. in Lakhs)	----	2,00,000/-	College	2,00,000/-
Others	---	---	-----	---

4.2 Computerization of administration and library

On-line Admission system.

Students' data updated.

There are total six computers in Library. All the computers are internet connected. Browsing and downloading facilities are provided to students and faculties.

WiFi facility is also available in library.

For Library automation, **KOHA Integrated Library Management Software** is used in Library. At present the cataloguing has been completed in the Day Section Library. Students can search the OPAC (Online Public Access Catalogue) in Library.

4.3 Library Service:

Library (DAY)

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	30,673	8,62,346	37	6583	30710	8,68,929
Reference Books	504	15,450	-	-	504	15,450
e-Books	-	-	-	-	-	-
Journals	01	30,000	02	5,150	02	35,150
e-Journals	-	-	-	-	-	-
Digital Database	01	5725	continued	5750	01	11,475
CD & Video	-	-	-	-	-	-
Others(specify) magazine	01	660	01	2810	01	3470

Library (MORNING)

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11,416	3,17,852	-	-	11,416	3,17,852
Reference Books	81	8,784	-	-	81	8,784

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	61	----	----	----	----	9	40	12
Added	3	----	----	-----	----	-	1	2
Total	64	----	----	----	-----	9	41	14

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

Prepared OPAC for Library (Day) through KOHA software.

Installation of projectors in class rooms and smart board in seminar hall.

4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs.2,54,09
ii) Campus Infrastructure and facilities	Rs.4,33,98
iii) Equipments	Rs.22,100/-
iv) Others	Rs.17,965/-
Total :	Rs.7,28,13

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Displaying all the information on notice boards of the college
- The IQAC encourages the students to join NSS and NCC wings. The purpose and objective of NSS and NCC wings is to install awareness among the students about environment, community services, gender sensitization, so as the right balance between the health and growth of an Institution needs to be struck.

5.2 Efforts made by the institution for tracking the progression

- The college conducts periodical evaluation in the form of class tests, mid- term tests, pre-annual selection tests etc.to equip the students with knowledge and skill of their chosen subjects and to provide them opportunity for all round growth and prepare them for future life.Performance of students is also monitored through tutorial classes and assignments etc. Some departments evaluate the students by MCQ assessments and IQ tests.
- Every department of the College maintains student data record which contains contact details of the students. Faculty members of respective departments generally maintain regular contact with meritorious students to track their progression and career advancement.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2525	----	----	---

(b) No. of students outside the state

02

(c) No. of international students

Nil

Men

No	%
N.A.	

Women

No	%
2525	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2157	364	19	258	09	2807	2063	272	23	158	09	2525

Demand ratio 1098/9466

Dropout % Nil

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

Nil

No. of students beneficiaries

N.A.

5.5 No. of students qualified in these examinations

NET	---	SET/SLET	---	GATE	---	CAT	---
IAS/IPS etc	----	State PSC	----	UPSC	----	Others	1

5.6 Details of student counselling and career guidance

- The Counselling Cell and the individual departments give career advice at the time of admission so that they can take the right subject combination. Special sessions are held with the students residing in hostels to address to their special emotional needs.
- College authority tries to provide continuous effort for organizing Career orientation programmes for generating enthusiasm among our students under the supervision of Career Counselling Cell. In this respect we can mention the role of TATA Consultancy Services, a prime corporate Institution that had started to conduct on-campus interview from the previous session for the final year students (Arts, Science & Commerce) of our college. TCS officials usually initiate their programme with a general discussion with the enrolled students along with a fair overview about BPO (Business Progress Outsourcing) Sector. Interview session runs for a number of rounds and at the end of the final round eligible students are selected for the job at their organization.

No. of students benefitted

5

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	92	5	----

5.8 Details of gender sensitization programmes

NSS and NCC organizes gender sensitization programmes through poster making competitions, workshops on gender-related issues etc.

5.9 Students Activities

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

State/ University level

3

National level

International level

No. of students participated in cultural events

State/ University level

1

National level

International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	04	Rs.4440/-
Financial support from government	109	N. A.
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

5.13 Major grievances of students (if any) redressed: ____Nil_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- Departments prepare the academic plan and collectively in consultation with other departments arrange the activity so that students get maximum benefit.
- The College envisions to inculcate a holistic education among its students with particular focus on students belonging to impoverished backgrounds. The College embraces an all encompassing education where students are taught to be socially committed citizens.
- Mission of Victoria Institution (College):-
 - To nurture a scientific attitude, temperament and culture among the students.
 - To continually review, develop and renew the approach to build the future of our students.
 - To guide our students so as to be fearless in their views and critical thinking abilities.

6.2 Does the Institution has a management Information System

College library is computerised, and the college office is also computerised. New softwares are installed in office.

Library is using KOHA Integrated Library Management Software

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

6.3.1 Curriculum Development

- Being an affiliated college under the University of Calcutta, the curriculum of the institution is strictly in accordance with the parent university. The academic calendar is provided by the University regarding the dates of the examination and other schedules right before the commencement of the session. On the basis of the calendar, the teachers prepare their individual lesson plans according to the respective syllabi taught by them. The faculty also maintains an attendance register on a regular note, to keep a track of the classes allotted and the classes taken.

6.3.2 Teaching and Learning

- Apart from usual chalk and talk teaching process LCD projectors are used for lectures and students' talks.
- Class discussions, extension lectures, educational tours all form a part of teaching process.
- Websites are used for advanced study on specified topics.
- Interactive educational CD and preparation of field reports of excursions utilize the help of computer on regular basis.
- Students are encouraged to participate in workshops.
- Students are taken to industrial sites related to their subjects.
- Greater emphasis is given for inculcating research culture by encouraging them to participate and present papers in seminars conducted by respective departments.

6.3.3 Examination and Evaluation

- The examinations of the regular University courses are normally held.
- The institution strictly adheres to the academic calendar provided by the University.
- The college itself conducts periodical evaluation in the form of class tests, mid- term tests, pre-annual selection tests etc.
- Some departments evaluate the students in the entry level by MCQ assessments and IQ tests.
- IQAC introduces programmes to ensure accountability with transparency in teaching practices and assessment patterns. The College interacts with students through different orientation programmes and Parent-Teacher meetings and receives feedback from them. The College uses these feedbacks in planning its strategies especially in bringing transparency and accountability in the teaching-learning evaluation.

6.3.4 Research and Development

- IQC ensures that College teachers must have access to institutional infrastructure facility to carry out research work. Many of the teachers of the college are involved in active research in collaboration with external bodies. The IQAC keeps the teachers informed about various projects and fellowships and motivates them to submit proposals for minor and major research projects to funding agencies. The college ensures the autonomy of the Principal Investigator and facilitates release of funds. The college grants study leave to the faculty engaged in research work as and when required.
- IQAC regularly takes initiative to inform the teachers about various workshops, seminars, conferences, thus, supporting them to participate and to publish papers in reputed journals and books
- The teachers are also encouraged to go on FDP provided by UCG and complete their Ph.D. programmes.
- The teachers are encouraged to actively take part in Faculty development programmes like Orientation Programme, Refresher Courses and Workshops to enhance their skills and expertise. This results in improved delivery of lectures which leads to quality education. These programmes play a supreme role to update the teachers about the latest happenings in their respective fields.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The following strategies adopted in Library for quality improvement:

A. Library User Focus

- Orientation programme for students twice/year for each department
- Teacher-student-Librarian interactive session in library
- Digital literacy programme is arranged
- Easy availability of major library services like lending, reference, photocopy, CAS, SDI, consultancy, reading room, internet etc.
- Book exhibition and new arrivals
- Availability of updated resource retrieval tools
- Special service: Various informations provided to teachers through telephone conversations, sms and emails

B. Commitment to Continuous Improvement

- Prompt availability of all kinds of library services along with helpful attitude of staff
- Works going on to complete the database of library services in KOHA software
- Quality housekeeping of library resources interiors, resources and furniture

C. Process or System Thinking

College Authority and Library Committee help Librarian in decision making for quality functioning of library by providing all kinds of necessary assistance.

D. Library Staff Involvement

Library staff are motivated to give their full commitment to help the user to get the library service. They are trained to keep the arrangement of library resources in proper sequence along with the housekeeping jobs in library to make the library a comfortable centre for retrieving the required resources, learning and knowledge sharing.

6.3.6 Human Resource Management

The College encourages quality improvement programmes and allows human resource development. Service Books of the employees are continuously upgraded. Institute takes great care of its human resources by recognising the

6.3.7 Faculty and Staff recruitment

- Permanent faculties are recruited through College Service Commission and these appointments are approved by the Governing Body of the college.
- Govt. Approved Part time teachers are recruited by the College following the Govt. guidelines. College whole time teachers and guest lecturers are appointed by the college.
- Approval of the vacant posts from the Government is required for recruitment of the non-teaching staff. Applications are then invited through advertisement in leading newspapers and college website. Candidates are selected after written test and interview by the Screening Committee constituted by the Governing Body.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

1. The process of admission that is followed by the Institution is within the guidelines of the affiliating University, which in this case is the Calcutta University.
2. The procedure is a completely transparent one, in which the students are selected strictly on the basis of their academic merit. The number of seats are allocated by the University which the Institution follows.
3. The students apply through both Online as well as Offline channels. The names of the selected list of students are put up on the notice board of the Institution.

6.4 Welfare schemes for

Teaching	---
Non-teaching	----
Students	Membership of all students to Students' Health Home

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done Yes

✓

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	N.A.	No	N.A.
Administrative	No	N.A.	Yes	S.R. Agarwala Associates

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

For UG Programmes Yes ☐ No ☐

For PG Programmes Yes ☐ No ☐

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

N.A.

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

N.A.

6.11 Activities and support from the Alumni Association

1. The institution is committed to maintaining a strong sense of student community even after the students have passed out from the institution. To this end, the Alumni Association organizes re-unions, which allows for students, both past as well as present,
2. In addition to organizing functions, the Alumni Association of the Institution also serves a larger purpose in our society by giving essential support to our students so that they can continue their studies.

6.12 Activities and support from the Parent – Teacher Association

- A Parent-Teacher Association as a formal institution does not exist. However, the Institution makes it a point to arrange regular and periodic interactions between parents and teachers. This helps the teachers in understanding the perspective of the parents. If there is any communication about the performance of the student, the teachers convey the same to the parents, thereby maintaining a healthy communication between the key stakeholders.

6.13 Development programmes for support staff

Nil

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

Initiative taken on behalf of the Teachers' Council to increase consciousness among the students regarding ill effects of the use of the polythene.

The Students' Union has taken the initiative to decorate the different floors of the college with various plantations.

Criterion – VII

7. Innovations and Best Practices

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

1. To ensure a conducive environment of learning that is in accordance with the latest teaching tools. The Institution has initiated an Audio-Visual model of learning in the classrooms. This helps the students, not only grasp the topic at hand better, but also help break the monotony that plagues regular lecture-based models.
2. Screening of documentaries and other films that would help students develop a better perspective of their social and moral standing in society. In other words, it helps in the overall development of their personality.

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

1. Victoria Institution College strives to promote the most conducive academic environment that guarantees a holistic development of an individual. In addition to a robust academic calendar, students are encouraged to take part in a series of extra-curricular activities that are meticulously planned throughout the year by the faculty members.
2. The Institution takes great pride in fostering and nurturing better human beings who inculcate in themselves a sense of moral responsibility towards the larger society of which they are an intrinsic part. Developing care and compassion, not only for fellow human beings, but for the environment in general has been a primary aim of the Institution.
3. To achieve the above-mentioned objectives, Victoria Institution has taken the following steps:
 - a) Give every student an opportunity, both in terms of academic development, as well as in terms of extra-curricular to develop her full potential.
 - b) Give every student the best possible educational and cultural experiences to help them grow, not only professionally, but on a personal level as well.
 - c) Encourage every student to actively take part in community development programmes and give back to society.

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

Annexure iii

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

1. NSS undertakes Environmental awareness programmes through poster making, seminar, workshops.
2. NSS unit took initiative in displaying plates with comments signifying to keep the college premises eco-friendly.
3. "USE ME" bins are kept by the NSS volunteers at different corners of college premises for the purpose of waste disposal.

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

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

Annexure iv

8.Plans of institution for next year

1. Automation of library functioning.
2. Organising Intra-departmental & Inter-departmental Quiz, debates, students'talks on co-curricular topics and social awareness.
3. Organising extension lectures by Departments.
4. Conducting extension activities for the students by departments.
5. Setting up a well-equipped tissue culture laboratory by Botany Dept.
6. To organise Faculty Development Programmes by IQAC.
7. Moderation of College Website.

Dr. Patralekha Mukhopadhyay

Name _____

Dr. Nibedita Chakrabarti

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure-i

ACADEMIC CALENDER (2017-2018)

Month	Date	Curricular/Co-curricular/Extra-curricular events
July 2017	03/07/2017	College reopens after summer recess
	05/07/2017	B.A./B.Sc. Part II (Gen.) Practical exam begins
	06/07/2017	B.Com. Part I (Hons. & Gen.) Exam begins
	19/07/2017	Commencement of B.A./B.Sc./B.Com.1 st yr (Hons. & Gen.) classes
	23/07/2017	B.A./B.Sc. Part I (Hons.) Exam begins
August 2017	01/08/2017	Commencement of B.A./B.Sc./B.Com. 3 rd yr (Hons. & Gen.) classes
	01/08/2017	Commencement of B.Com. 2nd Year (Honours and General) classes
	02/08/2017	B.A./B.Sc. Part I (Gen.) Exam begins
	16/08/2017	Commencement of B.A./B.Sc./B.Com. 3 rd yr. ENVS classes
	17/08/2017	B.A./B.Sc. Part I (Hons.) Practical exam begins
	Last wk	Commencement of B.A./B.Sc. 2 nd yr (Hons. & Gen.) classes
September 2017	05/09/2017	Teachers' day celebration
	12/09/2017	Submission of Registration forms to CU by college (Without late fine)
	15/09-17/9/2017	2 nd yr Geography (Gen) long Excursion
	18/09/2017	Submission of Registration forms to CU by college (With late fine)
	3 rd wk	Fresher's welcome
October 2017	23/10/2017	College reopens after Puja vacation
	30/10/- 01/11/2017	Mid-term exam of B.A./B.Sc. 1 st yr (Hons.)
	28/10-	Mid-term exam of B.A./B.Sc. 1 st yr (Gen.)- Morning Section

	01/11,03/11/2017	
	27/10/2017-02/11/2017	2 nd yr Botany (Hons.) long excursion
November 2017	04/11-12/11/2017	3 rd yr Geography (Hons.) long Excursion
	3 rd wk	Cultural Competition
	3 rd wk	2 nd yr Botany (Hons) local excursion
December 2017	1 st wk	Blood Donation Camp
	13/12/2017	2 nd yr Zoology (Gen.) local excursion
	15/12/2017	2 nd Yr. Botany (Hons.& Gen.) & 3 rd yr. Botany (Gen.) Local Excursion
	18 /12-22/12/2017	B.A./B.Sc./B.Com. Part III (Hons. & Gen.) Test Exam
	22/12/2017	Study on environmental audit by 2 nd yr Zoology (Hons.) Students
	23/12/2017	Annual Sports
January 2017	02/01/2018	College reopens after winter recess
	1 st wk	Result of Part III Test exam
	02/01-08/01/2018	2 nd yr Zoology (Hons.) long excursion
	05/01/2018	3 rd yr Zoology (Gen.) local excursion
	2 nd wk	College Social
	2 nd wk	Field study of 2 nd yr Botany (Hons.)
	Last wk	Form fill-up for Part III exam
	29/01/2018	B.A./B.Sc./B.Com. Part II (Hons. & Gen.) Test Exam begins
February 2018	1 st wk	2 nd Yr. Botany (Hons.& Gen.) Local Excursion
	2 nd wk	Result of Part II Test exam
	08/02-18/02/2018	Part I & Part II Supplementary Exam(Theory) 2017
	20/02-27/02/2018	Part I Compulsory Language exam

	20/02/2018	Part I & Part II Supplementary Exam(Practical) 2017 begins
	Last wk	Form fill-up for Part II exam
March 2018	05/03/2018	B.A./B.Sc. Part I (Hons. & Gen.) Test Exam begins
	05/03/2018	Study on environmental audit by 2 nd yr Zoology (Hons.) Students
	08/03-28/03/2018	B.A./B.Sc./B.Com. Part III (Hons.) Practical exam
	29/03/2018	B.A./B.Sc./B.Com. Part III (Gen.) Practical exam begins
	29/03/2018	B.Com. Part II (Gen.) Practical exam begins
	Last wk	Result of Part I Test exam
April 2018	01/04-13/04/2018	B.A./B.Sc./B.Com. Part III (Gen.) Practical exam continues
	01/04-24/04/2018	B.Com. Part II (Gen.) Practical exam continues
	04/04-13/04/2018	B.A./B.Sc./B.Com. Part III (Hons.) Theory exam
	16/04-23/04/2018	B.A./B.Sc./B.Com. Part III (Gen.) Theory exam
May 2017	1 st wk	Farewell of 3 rd yr students
	03/05-25/05/2018	B.Com. Part II (Hons. & Gen.) Theory Exam
	16/05/2018	Summer recess starts
	31/05/2018	B.A./B. Sc . Part II (Hons.) Theory exam begins
June 2018	01/06-05/06/2018	B.A./B. Sc . Part II (Hons.) Theory exam continues
	08/06-03/07/2018	B.A./B. Sc . Part II (Gen.) Theory exam

Annexure-ii

FEEDBACK FROM STAKEHOLDERS

1. From Present Students

Objective

Feedback was sought from the 3rd yr students for the academic benefits they are receiving from the teachers with the objective of identifying areas where improvements can be made and their academic performance is maximized.

Method

Students were asked to provide their views on individual teachers with whom they interact on a regular basis in the course of their academic pursuit. Individual feedback forms were distributed to each student for each of the teachers they interact with, and they were asked to fill up forms in a controlled environment (in a classroom) within a prescribed amount of time.

Nine relevant parameters were identified on which the students were requested to rate the individual teachers on a scale of 0 to 10, in an increasing order of satisfaction.

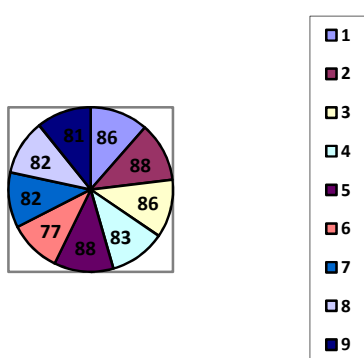
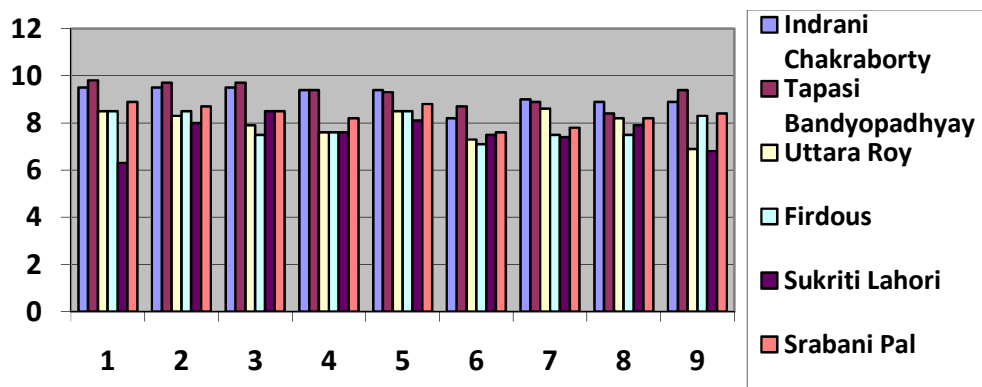
The feedback was collected from the students, summarized manually department-wise for individual teacher and then represented in a graphical form. Then Average rating of all teachers of each department was analysed by representing in graphical forms on the parameters mentioned below. Here the sample graphs are presented showing Departmental average rating on 9 parameters mentioned below separately for Arts, Science & Commerce streams. The teachers and the departments have been suggested to improve their performance on the basis of this feedback.

Feedback parameters

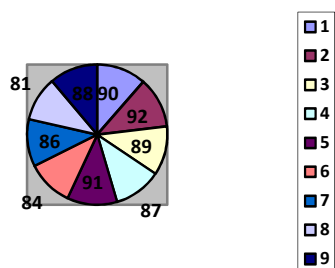
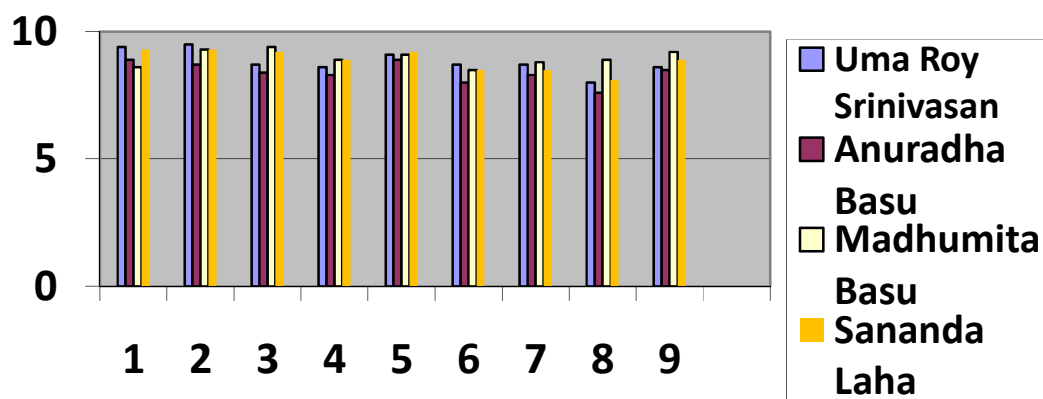
The following 9 parameters were presented to the students:

1. The teacher's regularity in taking classes in time.
2. The teacher's sincerity and commitment towards teaching.
3. Can the teacher make you understand and follow the topic?
4. Does the teacher return your written assignments with helpful comments?
5. Does the teacher finish the syllabus in the class?
6. Is the teacher able to design quiz/examinations/assignments/projects to test your understanding of the course?
7. Is the teacher approachable to the students outside the classroom for academic counselling?
8. Does the teacher give counselling on matters beyond the syllabus (career, personal problems, etc.)?
9. What is your overall rating of the teacher?

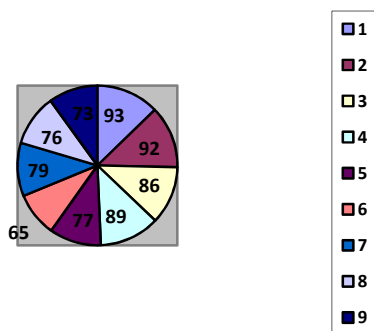
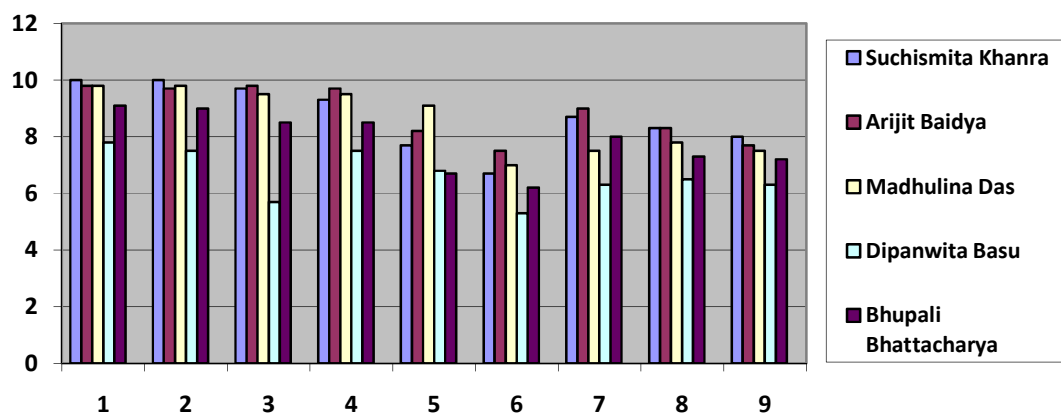
Feedback to teachers by 3rd yr. students 2017 Dept of Bengali



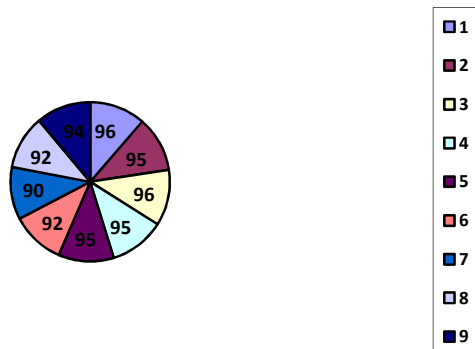
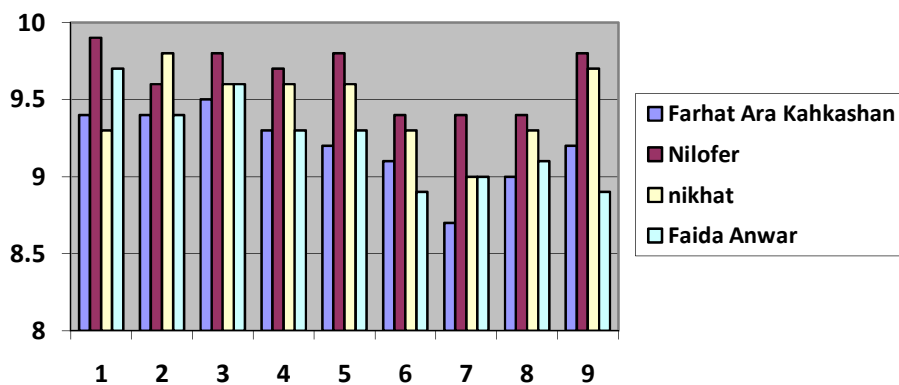
Feedback to teachers by 3rd yr. students 2017 Dept of English



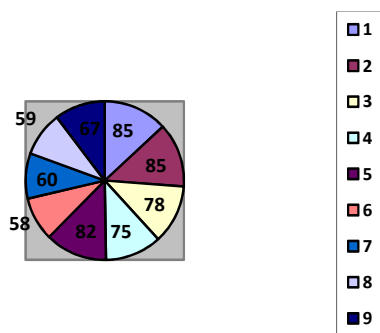
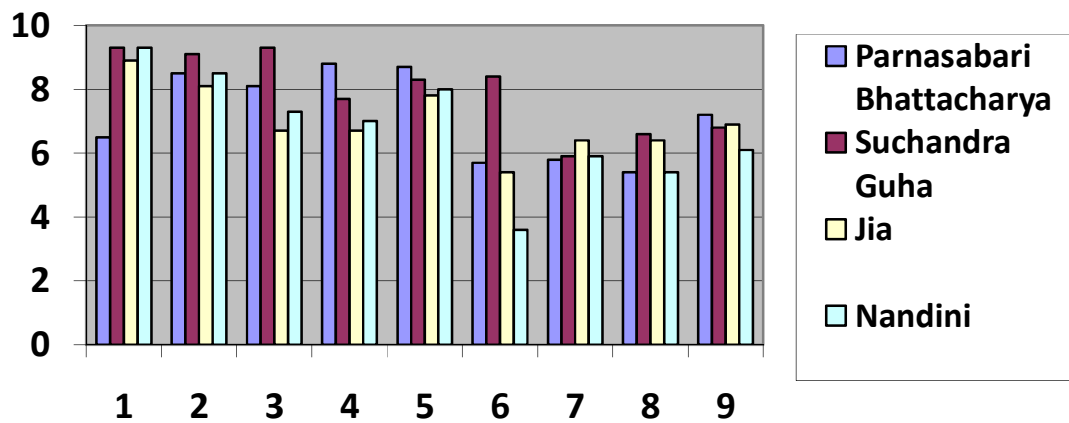
Feedback to teachers by 3rd yr. students 2017Dept of Sanskrit



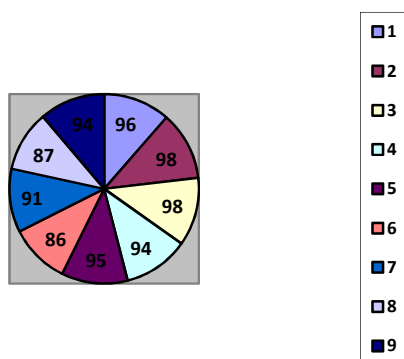
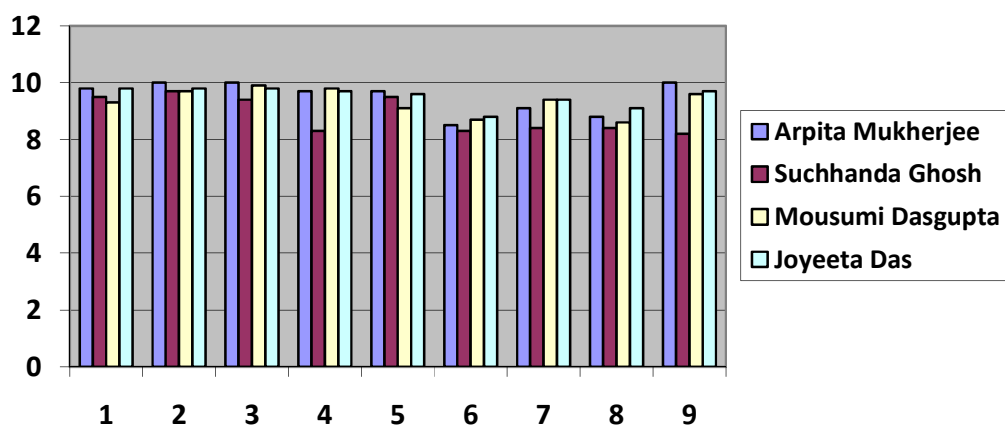
Feedback to teachers by 3rd yr. students 2017Dept of Urdu



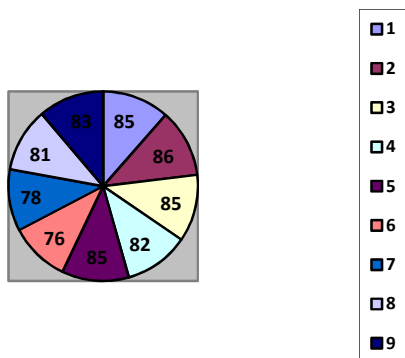
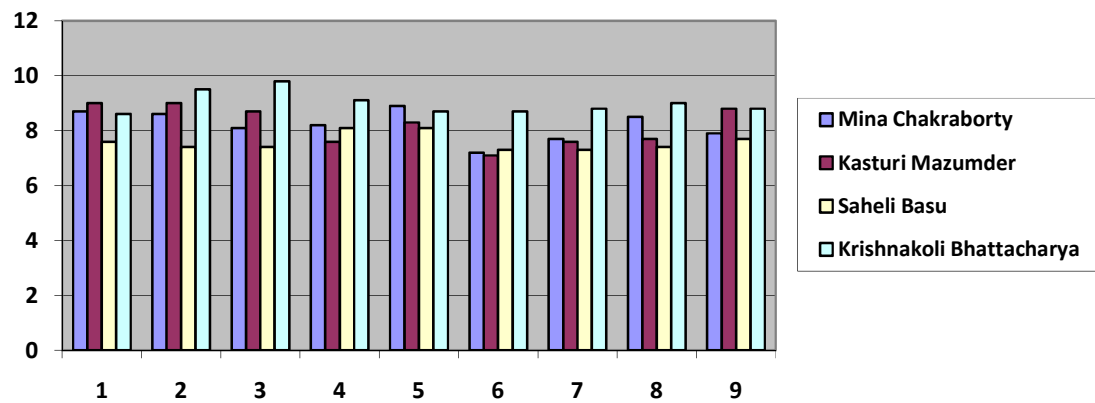
Feedback to teachers by 3rd yr. students 2017Dept of History



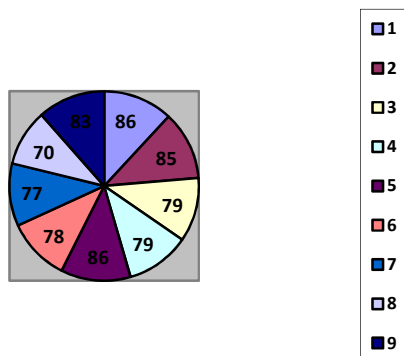
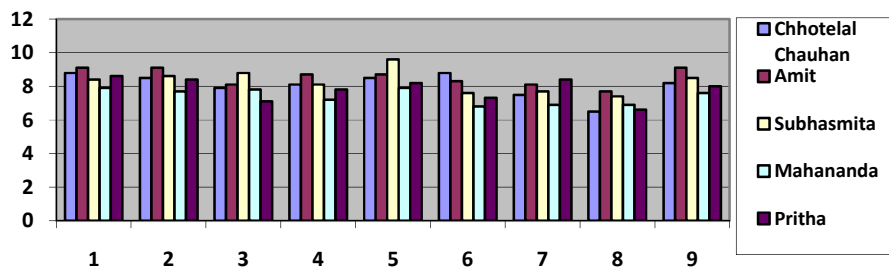
Feedback to teachers by 3rd yr. students 2017Dept of Pol. Science



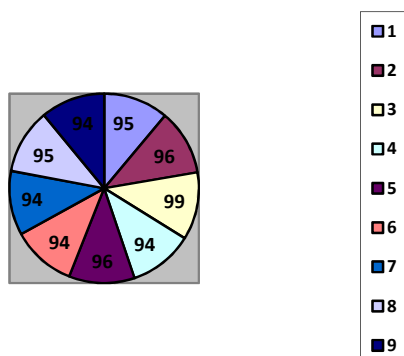
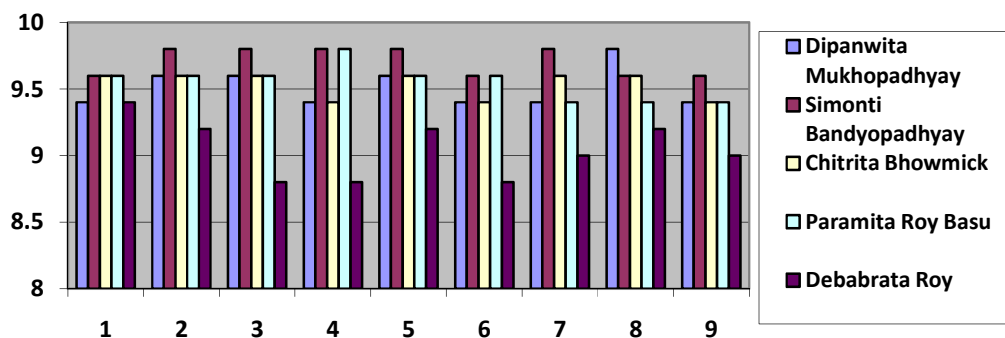
Feedback to teachers by 3rd yr. students 2017 Dept. of Philosophy



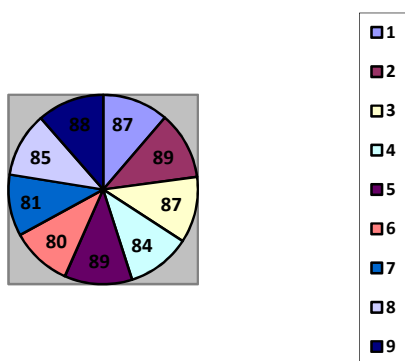
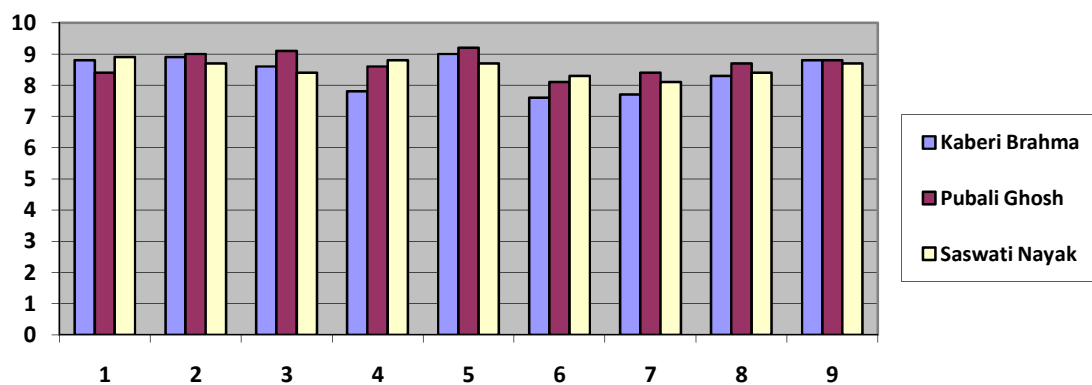
Feedback to teachers by 3rd yr. students 2017Dept. of Commerce



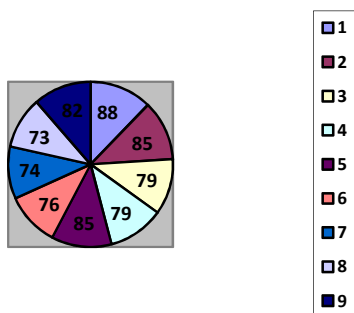
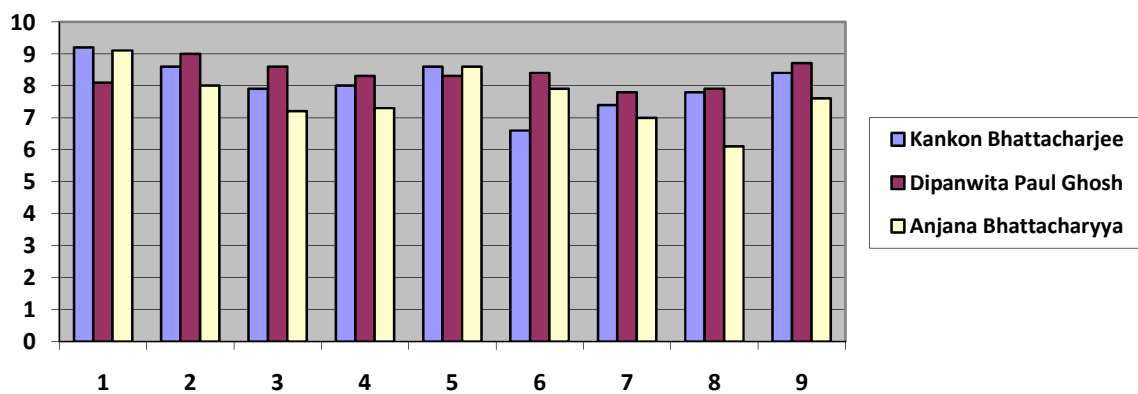
Feedback to teachers by 3rd yr. students 2017Dept. of Economics



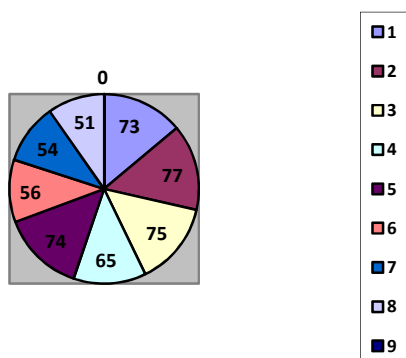
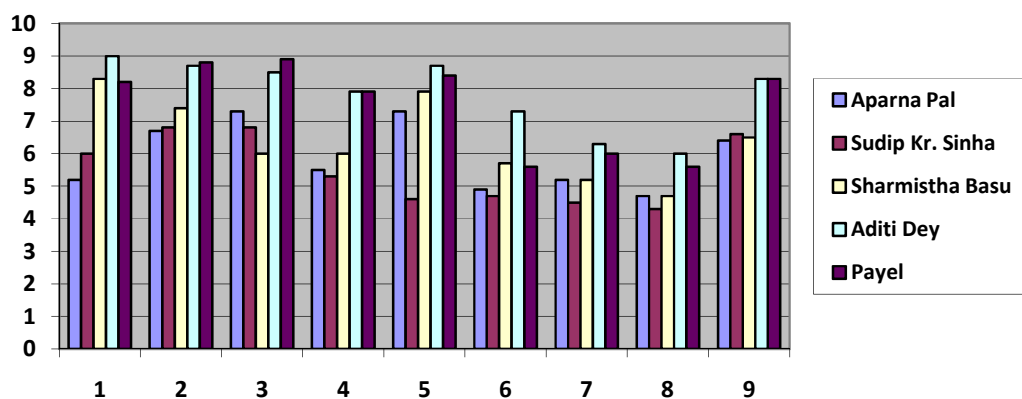
Feedback to teachers by 3rd yr. students 2017Dept. of Geography



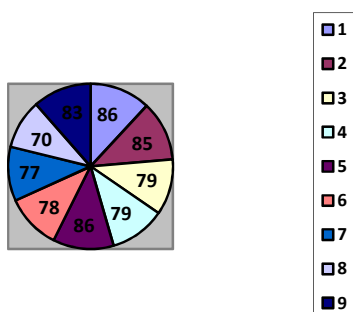
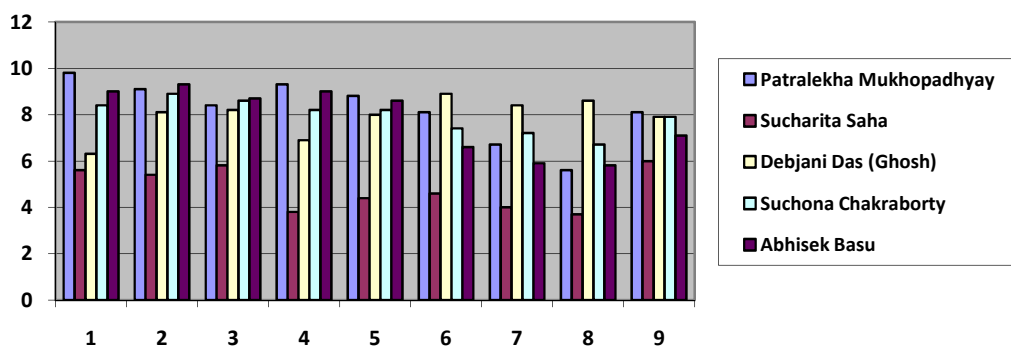
Feedback to teachers by 3rd yr. students 2017 Dept. of Mathematics



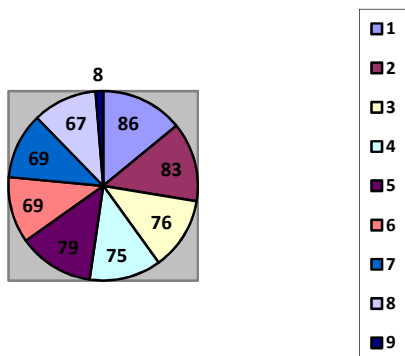
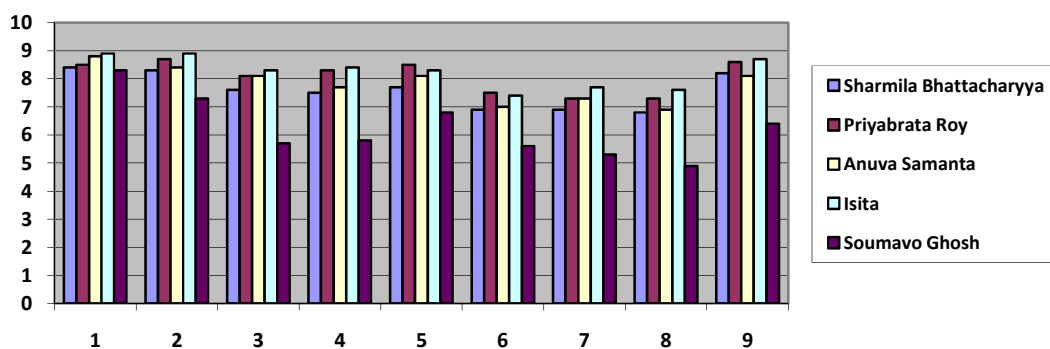
Feedback to teachers by 3rd yr. students 2017Dept. of Botany



Feedback to teachers by 3rd yr. students 2017Dept. of Zoology

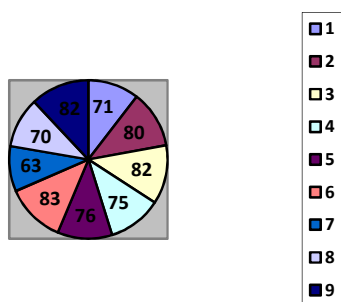
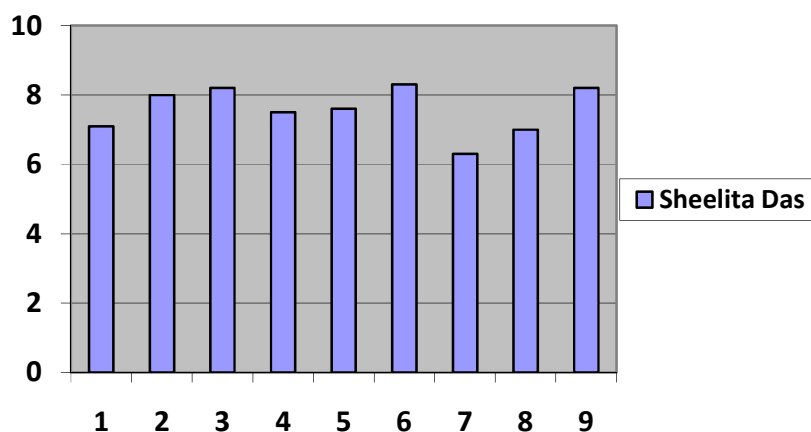


Feedback to teachers by 3rd yr. students 2017 Dept. of Chemistry



Feedback to teachers by 3rd yr. students 2017

Dept. of Journalism



2. From Alumni

Objective

Feedback was sought from the alumni for the academic and administrative benefits they received from the college with the objective of identifying areas where improvements can be made and overall performance is maximized.

Method

Alumni were asked to provide their views on the academic and administrative conditions they received in the course of their academic period in the college. Individual feedback forms were distributed and they were asked to fill up forms in a controlled environment within a prescribed amount of time.

Thirteen relevant parameters were identified on which the alumni were requested to rate the college on a 4-point scale 1 to 4 (Unsatisfactory, Satisfactory, Good, Excellent) in an increasing order of satisfaction.

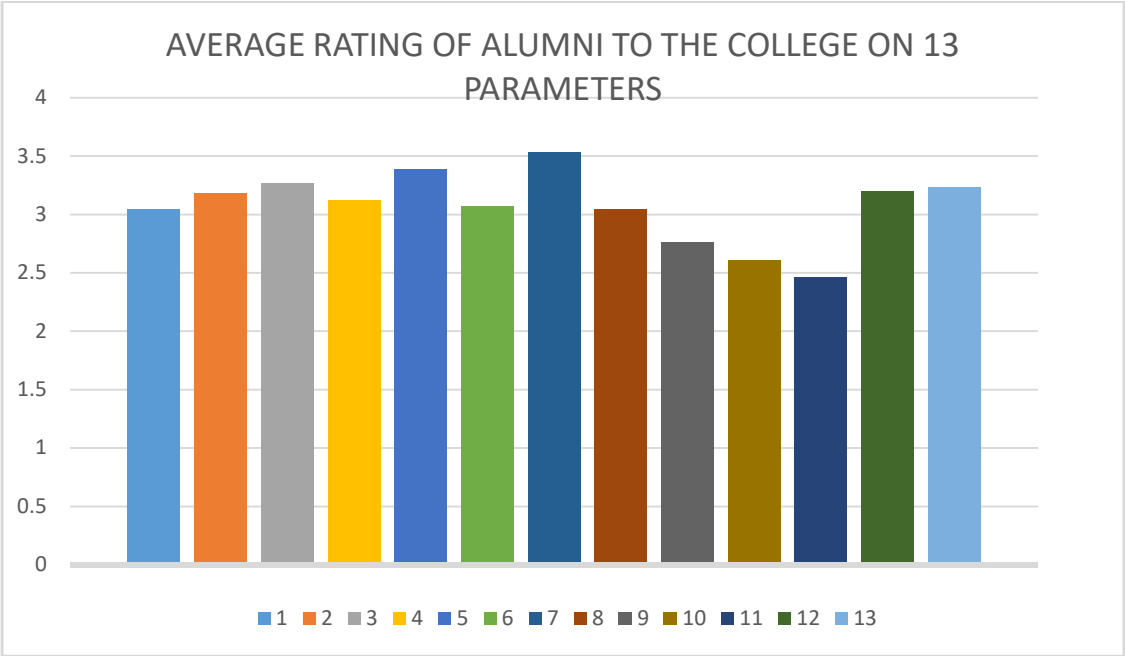
The feedback forms were collected from the Alumni, summarized manually and then represented in a graphical form. Then Average rating of the college was analysed by representing in graphical forms on the criteria mentioned below. The departments and college administration have been suggested to improve their performance on the basis of this feedback.

Feedback parameters

The following 9 parameters were presented to the students:

1. Admission Procedure of the College
2. Fee structure of the College
3. Environment of College campus
4. Infrastructure & Lab. facilities
5. Faculty
6. Examination Procedure
7. Project/Field work
8. Library facilities
9. Canteen facilities
10. Hostel facilities
11. Campussing
12. Alumni Association/Network of old friends
13. Overall rating of the College

Representative sample graph



Annexure iii

Best practices:

TITLE: Giving Emphasis on Teaching-Learning Method

OBJECTIVE:

Enriching and enhancing the level of academic efficiency of the students of the Institution

CONTEXTS

Education as a field of study is being fuelled by a continuous drive towards technological innovations. Even though the institution does not have the luxury of unlimited resources at its disposal, it is still attempting to provide the highest levels of academic excellence by integrating technology in its models and methods of teaching.

PRACTICES

1. The formative brain of a student inclined in academics or creative pursuits is one of the most fertile elements on this planet. As such we at the institution strive to inculcate the use of AV mediums like projectors in regular classroom teaching.

The projectors also act as an invaluable asset for students of literature who grasp the visual imagery and are better to align it to the words of the writer. Apart from the above, progressive movies that are able to stir the minds and imaginations of the future of our country are regularly screened to impart creativity and break the monotony of daily classroom lectures. Other aspects like power-point presentations, seminars, talks, and other academic engagements have immensely benefitted from the continued use of projectors and other AV mediums.

The ultimate aim of all the above academic integrations with AV equipment helps in imparting a more cohesive all-round development of the students of the institution.

2. A library is often a temple to intellectual pursuits, and the Institution has realised the need for maintaining the library as one of the most conducive academic environments on campus. A fully equipped library with state-of-the-art software helmed by a dedicated librarian ensures that the students are always content whenever they visit the library.
3. The Integrated Library Management Software- 'KOHA' allows access to the online public access catalogue, better known in academic circles as 'OPAC'. Infrastructure wise- clean reading rooms, photocopying facilities also help in providing a robust

academic environment. CAS and SDI are also two different facilities, which provide current awareness and selective dissemination of information respectively.

4. The OPAC is an online service that is found to exist in very select institutions across the country. To further strengthen our online resources the Institution plans to subscribe to online journal and circulation. Above all, a rich collection of reference books and efficient lending facilities enable the teachers and students to accomplish their academic interests.
5. The college has viable laboratories for different science departments. Advanced programs like C++ and FORTRAN programming is taught in the departments of Mathematics, Physics respectively. Department of Geography uses GIS. The students of Departments of Botany, Zoology and Economics have accessibility to the computers to complete their projects and assignments. The department of Chemistry has the facility of Spectrophotometer.
6. The Departments of Commerce and Journalism & Mass-communication have their individual IT laboratories. Department of Commerce has the facility to teach WORD, EXCEL, POWERPOINT and TALLY.
7. The college has a substantially spacious auditorium to assemble the entire college. Various seminars and cultural activities are conducted in the auditorium, which creates a sense of solidarity among the students.
8. The college has established a seminar hall with the facility of smart board.

EVALUATING OUR SUCCESS

The students who are willing to pursue their career in software companies AND THE Information Technology Industry benefit substantially from learning C++ and FORTRAN programming languages. If they plan to take up further studies around programming, our learning helps them adequately prepare for MCA courses. The courses make the students more employable and professionally trained.

Tally is the basic accounting software for the students, who want to be commerce-professionals.

WORD, EXCEL help the students to compete in KPO and BPO agencies. POWERPOINT is indispensable for pursuing further academic career and professionals.

The Journalism & Mass-communication students use MS-ACORD.

The software and facilities available in the library equip the students for future academic persuasion. The students interested in library science have access to OPAC to further their career prospects.

This practice attempts to make the students more competent for employment as well as for higher education.

FUTURE CHALLENGES, AND THE WAY FORWARD-

To help the institution's continued growth as a top institution, the increased student intake is taking a toll on some infrastructure points within the campus. There is a need for more classrooms and laboratories to help the students in their academic programs.

The auditorium needs to be updated by integrating advanced acoustics and air-conditioning facilities.

Practice 2

TITLE: Cultivating a sense of social responsibility and awareness amongst students in the institute

OBJECTIVE:

Women empowerment through upliftment of less privileged sections of the society

CONTEXT:

The very location of our college justifies the practice. It is situated near one of the busiest railway stations (Sealdah) of Kolkata. Strategically it is connected to semi-urban and rural areas. Most of our students hail from a financially humble background and reside in a semi-urban landscape. Unfortunately, due to the paucity of good educational institutions they are unable to pursue the higher academics in these far flung areas.

PRACTICE

NCC ACTIVITY: The students of NCC unit of the college participate in different extra-curricular activities like rifle shooting, trekking at national level. Participation in music competition in inter-college level is also encouraged. These activities make them more develop confidence, nurture their talents and help them gain fame on several competition levels.

NSS ACTIVITY: Victoria Institution (College) has a Unit of the National Service Scheme, which engages student volunteers in different community development programs in the neighbouring area of the College.

SELF-DEFENCE: Kickboxing training is given to our students by experts deployed from the Police Department of West Bengal Govt. under the scheme of 'Sukanya project' for self-defence of girls.

EVALUATING OUR SUCCESS

The orientation to help the marginalized section of the society is an important facet for a responsible citizenry. Our students volunteer with NGOs and other social groups to serve the less privileged sections of the society. The students also compete at national level and glorify the college.

Within this short period, students of our college proved their mettle, training and efficacy have participated in Inter-college, State & National Kickboxing competitions. They have won a number of awards and certifications in different competitions.

FUTURE CHALLENGES, AND THE WAY FORWARD-

The college needs more funds through which women entrepreneurs could form self-help groups. Yearlong activities can also be constructively planned if the funds for the same are adequately available.

To further help in building the extracurricular program the college has a plan to request professionals to provide training to willing students for making pottery items and painting of glass and ceramics items. It has huge potential to form cottage industry, which in a way could encourage women entrepreneurship and empower them.

Annexure-iv

SWOC Analysis of the Institution

Strengths

- Good demand of girl students for suitable academic environment of the college
- Academic guidelines of the Affiliating University is followed by the college
- Enrolment of the students in NSS and participation in extension activities
- Enrolment of satisfactory percentage of the first learner girl students of minority community

Weakness

- Few of the subjects have shortage of faculties
- Shortage of class rooms and space for laboratory
- Placement opportunities to be provided to the students more effectively

Opportunities

- Students showing interest to pursue higher studies
- Inter disciplinary research work to be initiated
- Certificate courses for soft skills for teachers & non-teaching staff
- Plans for organising conferences, workshops for students and faculties

Challenges

- Upliftment of students from poor socio-economic background in academic performance
- Establishment of Book bank facility in library for the students
- Full automation of Central Library
- Commencement of PG Diploma/Degree course