SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

VICTORIA INSTITUTION (COLLEGE)

VICTORIA INSTITUTION (COLLEGE) 78-B, A.P.C. ROAD KOLKATA 700009

www.victoriacollege.co.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Victoria Institution, originally named as the Native Ladies Normal and Adult School, was founded on 1st February, 1871, by Brahmananda Keshub Chandra Sen under the auspices of the Indian Reform Association of which he was the President. The aim of the Institution was to build up a scheme of education specially adapted to the requirement of the women. In 1932, the college section of the Institution was set up under the patronage of Maharani Suniti Devi, Maharani Sucharu Devi (daughters of Keshub Chandra) and other Board members among whom was Dr. Bidhan Chandra Roy who took keen interest in the growth of the Institution.

The college started I.A. and I. Sc. courses in 1932 and soon became a first grade women's college teaching upto B.A. Honours course in several subjects (1935). The science section of the college was opened in 1950. At present the college has 8 departments in Arts and 8 departments in Science and a Commerce sections conducting Honours, Major and General courses. It is a study centre for distance education of Netaji Subhas Open University.

For more than nine decades the Victoria Institution College has been rendering commendable service for the promotion of women education. The college was accredited Grade B+ in the second cycle assessment of NAAC. Presently the college comprises of 4 buildings which houses numerous classrooms, ICT enabled rooms, Seminar Room, Auditorium, Playground, Hostel and Gymnasium. The lush green campus of the college makes it a oasis in the midst of urban surroundings.

The college is committed to the holistic development of students and nurtures them to be responsible citizens. The NSS, NCC, Women's Cell organizes awareness and sensitization programmes on different social issues and encourages students for various outreach programmes.

The location of the college in the house of its Founder, a great soul, a harmonizer of all religions and one of the greatest social reformers of modern India, cannot fail to produce a wholesome and ennobling influence on the mind of the students and the staff of the college and inspire them to keep aloft the founder's ideal.

Vision

Victoria Institution (College) imparts holistic education to students from various social, cultutal and religious bagkgrounds. The institution is successful in inculcating moral values among students, whereby their individulities eventually assimilates into a harmony of common objectives.

"Vasudhaiva Kutumbakam" (The world is one family) – this Sanskrit phrase from the MahaUpanishad is very close to our founding father Brahmananda Keshub Chandra Sen's dream - "One Society, One Religion, One World". Following his dream, this institution has strived for developing a comprehensive scheme of education. Being a prime centre of women's learning since 1932, it has rendered commendable services for the promotion of women's education in Bengal, combining tradition with modernity.

The **vision** of the institute is - To carry forward the rich legacy of cultural amalgamation within a diverse and inclusive community, focusing on women's holistic growth and emancipating them from the taboo of social

stereotypes

Mission

The **mission** of Victoria Institution (College) is in consonance with the national objective of educating and empowering the women force of India. To accomplish this, the institute has undertaken several measures by combining tradition with modernity. they can be summed up as:-

- Implementing a supportive teaching-learning environment, emphasizing on application-oriented, value-laden and collaboration-based learning
- To develop confidence-building measures and social skills of the students along with advancing their intellectual abilities
- Redefining women's role in the contemporary society and encourage their presence in every sphere of life
- To create a vibrant atmosphere, consisting of socio-religious harmony
- To inculcate the values of both national and global citizen among the pupils

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. The institution has a rich **heritage** as it is one of the oldest undergraduate women's college, established in 1932
2. Students from different social, cultural, religious and economic status, thus mirroring **Unity in Diversity**
3. Efficient Management that follows principles of **decentralization** and co-ordination with all stakeholders
4. Ease of **Accessiblity**, owing to geographical position
5. Several **departments** to cater to the need of the students
6. Resourceful **library** with more than 40000 books, including books on Indian Knowledge System
7. In-house **hostel** facility for students coming from distant parts
8. ICT enabled **seminar hall** for arranging departmental seminars and administrative meetings
9. In-house **auditorium** with a seating capacity of 300 persons
10. Specimen **museum** in the departments of Zoology, Botany, History and Geography
11. Lush green **playground** enable students to engage in several outdoor games
12. **Gymnasium, common room and indoor game facilities** for students
13. Active **NSS** and **NCC** units
14. **Wi-fi enabled campus** with **CCTV surveillence**
15. **Transparency** in Governance
16. On-grid **solar system**
17. Number of functional **MoUs**
18. Strong **Alumnae** network

Institutional Weakness

1. **Funded/sponsored** research projects.
2. Inadequate number of Non-Teaching staff

Institutional Opportunity

1. Funded/sponsored research projects
2. Convert the institute into a Carbon neutral campus
3. Creation of e-content by teachers
4. Conduct PG courses
5. Government and other Grants for infrastructure augmentation

Institutional Challenge

1. Scarcity of land and space for further extension
2. Job opportunities
3. Declined interest of students towards general courses
4. Similar Institutions in close vicinity
5. Industry based internship for all students

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular planning with it's implementation is the keystone of Victoria Institution (College) though an affiliated college, it follows affiliating University's guidelines and framework on curriculum.

It's supported by unique initiative like "ORIENTATION AND INDUCTION WEEK", to acclimatise and adapt the students at their entry point, make efficaciously a bridge between school and higher education learning more easier along with comprehensively orient them about the CBCS mode of teaching-learning and now in NEP mode too.

Proper implementation of the curriculum and academic planning is maintained by the institution cohering to a well-structured academic calendar.

Effective curriculum delivery and distribution is confirmed by preparing a proper teaching outline, arranging and documenting the process of continuous internal assessment of the students. Teachers of the institution carefully and meritoriously plan the lesson plan at the course level based on knowledge, skills, and dispositions to make the instruction purposeful and productive.

Applying principles and the own values, the college evaluates and determines the strengths, opportunities for growth and weakness within the curriculum. The communication is made to the respective BOS of the University for Consideration.

At the onset of a new semester, students are apprised of their Syllabus, lesson plan. Three distinct Master Routines are maintained considering the objectives of the curriculum and optimum use of resources.

To make the teaching and learning more innovative and interactive the college emphasises on students' talk, educational excursions, Extension Lectures, Magazines, Poster Presentations and use of audio-visual tools etc. Fruitful curricular facets is further assured by consistent mentoring and parent- teacher-student meetings.

Remedial measures are taken regularly for slow learners. Advanced learners are encouraged to participate in seminars, workshops, SWAYAM, competitions at various levels.

Academic diversity is escalated by introducing beyond syllabus add-on courses which are in tune with the emerging trends to prepare students for work place, apart from imparting subject knowledge.

With an inclusive approach, College's vision and mission, environmental consciousness, ethics, human values, gender equity and sensitization are given due consideration.

To strengthen academics and holistic development of the students, structured feedback system from the stakeholders exist which are analysed and due actions are taken.

Teaching-learning and Evaluation

The college strictly adheres to the guidelines given by the University of Calcutta regarding the admission process, curriculum, examination and evaluation. The recruitment of Teaching and Non-Teaching staff is governed by the rules and regulations of Government of West Bengal.

Admission process is online and transparent. All the information are displayed on the college website. Till the admission ends the entire process is open to public domain. The average enrolment percentage is around 55%. Students are from all walks of life.Admission of students from SC/ST/OBC/PwD sections is followed with due diligence as per the State Government Reservation norms.

Average student - teacher ratio is approximately 21:1. Teachers are able to develop healthy one to one mentoring relationship to address different issues.

Conventional teaching methods and e- learning / online methodologies have been amalgamated. During the pandemic period, online platforms, such as Zoom, Google Classroom, Google Meet, WhatsApp and Telegram etc were used to create Virtual Classrooms. In that period, the evaluation process of internal assessment and end semester examinations were also conducted in online mode following the guidelines of statutory bodies.

The syllabi, the Programme outcomes and Course Outcomes are clearly displayed, in students' booklet, individual departments and in the institutional website. The attainment of COs and POs are tested. Students are regularly assessed through Internal Examinations and Tutorial Projects. An Induction programme for the students is organised at the beginning of the academic session to make them aware of POs, different culture, Rules & regulations of the Institute.

Students go through Participative and Experiential learning by taking part into debates, quizzes, poster making, preparing wall magazines, students' talk, peer teaching, problem solving so on and so forth student centric methods.

The faculty of the college is efficient and research oriented. The average percentage of full time teachers with

NET/ SET/ Ph.D is about 86%. Percentage of full time teachers with sanctioned posts is around 92%.

The overall pass percentage of our outgoing students at the university exams is around 80% in the last five years in all streams with a significant percentage of first class marks holders.

Research, Innovations and Extension

Teaching, learning and evaluation are the key factor in an affiliated college. Research and innovations are also considered important as the teacher quality and institutional social responsibility are dependent upon the institution's contribution towards research and innovations. The Institution always strives for promoting research and innovations. Students should have an opportunity to nurture their new ideas and transform into products/ services.

For the intensifying productive research faculty members are encouraged to move forward for research grants from different funding agencies. The college plays an active role in providing necessary support to complete time-bound research projects.

The college has an ecosystem that nurtures and nourishes both the faculty and students to keep themselves engaged in research, transfer of knowledge, develop an inquisitive mind, carry out experimentation and innovation, to file patents, create opportunities to become entrepreneur. There are sustained efforts to highlight Indian Knowledge System (IKS) through Teachers' and students' Orientation programmes to make them aware of the heritage value of the college and the nation. Different section exists in the library on Indian Knowledge System. Sanskrit department incorporates an ad-on course on the ancient language. An IPR cell exists to arouse technological awareness and several workshops, seminars, poster presentations, courses, interactions have been held on IPR, copyright, IKS, Research Methodology.

The teachers of the college are encouraged to publish their research findings in reputed national and international journals notified in the UGC Care List, SCI, Scopus, Web of Science. They are authors of books or chapters in edited books with ISBN number and have publications in several journals and Conference proceedings.

Extension activities are regularly organised through NSS and NCC Units to inculcate social awareness among students. These Units through collaboration organize various activities of social service to sensitize on community issues, gender disparities, women's issues, social inequality. Walks, seminars, workshops, special day celebrations, special camps are organized to constantly keep the students aware about social issues.

To boost the research, innovation, entrepreneurship awareness, extension programs the college signed MOU with different organisations. There are regular activities like student exchange, faculty exchange programmes, inter-college competitions, staff training programmes.

Infrastructure and Learning Resources

The college's rich historical background and modern infrastructure blend seamlessly, creating an environment that fosters both academic excellence and cultural diversity. Nestled in the lively city center, the 1.5-acre Wi-fi enabled campus prioritizes safety through comprehensive CCTV surveillance, ensuring a secure learning space.

Spanning three buildings, the college houses 30 spacious classrooms, 10 of which are equipped with ICT facilities, facilitating effective teaching and learning. High-speed internet and numerous computers facilitate multimedia learning, communication, collaboration, and resource sharing, benefiting faculty and students. With BSNL and Alliance Broadband connections (100 Mbps and 250 Mbps respectively), robust internet access aids teaching, learning, and administrative tasks. Smart classrooms, Cloud-based ERP solutions, LAN, and outsourced IT support enhance efficiency. Internet Annual Maintenance Contract (AMC) with OASYS INFOCOM Pvt Ltd ensures smooth IT operations through maintenance, troubleshooting, and proactive support.

With 17 diverse departments, the college boasts 8 well-equipped laboratories offering hands-on experience in Physics, Chemistry, Zoology, Botany, Geography, Psychology, Journalism and Mass Communication, and Mathematics.

The Library, fully automated with Koha and featuring Web OPAC, offers a diverse collection of 43,889 books in multiple languages and subjects, including special collections on notable figures and themes like 'By the Women for the Women'. It holds INFLIBNET N-LIST membership for e-resources, maintains an active online presence, and operates efficiently from Monday to Saturday, providing students and faculty access to a vast array of traditional books and e-books.

The college has an on-campus affordable hostel with a female warden for outstation students. The institution provides a canteen, cafeteria, and cheap store catering to students' diverse needs. Facilities like the Common Room, Student Union Room, medicinal plant garden, and infirmary contribute to students' holistic well-being. The campus is inclusive with ramps for accessibility.

The college's auditorium, Keshub Memorial Hall, and Suniti Sabhaghar accommodate various events from cultural programs to scholarly discussions. Modern audio-visual facilities enhance these spaces. Numerous clubs such as the Photography Club, Quiz Club, Heritage Club, Drama Club, Electoral Literacy Club, and Nature Club offer students avenues for extracurricular engagement. Outdoor amenities like the playground, gymnasium, and yoga room promote physical fitness and mindfulness practices.

Student Support and Progression

Since the inception college is committed to facilitating students in acquiring meaningful learning experiences, fostering holistic development, and advancing progression.

Students of the college may avail several financial support from various schemes under the Government of West Bengal- (a) Kanayshree- a scheme only for adolescent girls, (b) Minority Scholarship (Aikyashree) granting financial support to meritorious students belonging to the minority communities, (c) 'Swami Vivekananda merit-cum means scholarship' (SVMCM) to assist meritorious students belonging to economically backward families. d) Oasis Scholarship for SC, ST students and family income less than 2 lacs per year.

The college provides freeships to students who are economically backward meritorious but not getting any other scholarship to pursue their studies. Alumnae of the college also provide financial support to meritorious

yet financially needy students.

The college offers several add-on courses to enhance employability like Communicative English and Soft Skills, Life Skills and Digital Literacy conducted by Naandi Foundation (NGO) in collaboration with the Mahindra Group to emphasize on holistic development. Moreover, it provides a Diploma in Computer Application course in partnership with WEBEL Technology Ltd, Government of West Bengal. The Institution signs MoU with Bajaj Finsary and George Telegraph to train the students for work place. Good number of students placed in various job profiles in different sectors

College always encourages the students towards higher studies which reflects at the numbers over the assessment period. Apart from that college also arrange different career - oriented programmes to promote the student for the national and state level competitive examinations like NET, SET, GATE, UGC – CISR examinations and a good of number of students also qualify those examinations.

Different statutory cells and committees like Grievances Redressal committee, Internal Complaint Committee, Antirgging committee, Minority, SC/ST, OBC cells etc. exist to address the students' grievances, complaints with a time bound solution.

The college also focused on the extracurricular, co-curricular and sports activities for overall well-being of the students to make them intellectually, spiritually, emotionally and physically balanced and disciplined which also help them to learn team work, cooperation, time management, communication, problem solving and sense of responsibility.

Governance, Leadership and Management

Victoria Institution (College) has rendered commendable services for the promotion of women's education in Bengal, combining tradition and modernity since 1932.

The governance of an institution is the reflection of the leadership in tune with the institute's vision and mission. The institute incorporates policies and practices to ensure participative management, decentralization and democratic procedure for grooming leadership at various levels.

A well-structured Organogram facilitates smooth functioning of the college in all respect. Apart from statutory committees, several committees are formed by open discussions in the Teachers' Council to look after academic and administrative affairs. The vision and mission of the college are reflected in the rules, procedures and deployment of strategic plans. The industry-academia gap is mitigated by introducing discipline-specific and career-oriented add-on courses, extension lecture, workshop. Several Memorandum of Understanding have been signed with esteemed organizations to enrich teaching-learning, and to promote innovation and entrepreneurial mind within the learners. Individual departments, Academic Sub-committee and IQAC continuously monitor the quality of teaching-learning process. Promoting gender awareness and psychological wellbeing of all stakeholders ensure healthy work atmosphere in the college.

Imparting quality education is ensured by different faculty empowerment strategies like refresher course and

other faculty development programmes. Annual Self-Appraisal system for the Teaching-staff is maintained. Participation of teachers in different in house and external academic events is constantly encouraged. Health benefits and other welfare measures for Teaching and Non-teaching staff exist for well-being of staff.

Financial management of the college is taken care of by the Bursar, Accountant and Finance Sub-committee headed by the Principal. Resources are mobilized from Government and Non-government sources for developing the infrastructural facilities and other expenses for the betterment of the institution. The college conducts financial audit according to the auditing standards.

IQAC takes various quality assurance initiatives for the upliftment of the institution. Extension activities are conducted to ensure students' awareness and curriculum enrichment. Digitization of the library is an important initiative for easy access of resources. IQAC plays a pivotal role to upgrade the college into new heights and achieve higher goals in its governance, leadership and management.

Institutional Values and Best Practices

Victoria Institution (College) strives to impart the best of values through well formulated, meaningful practices. It has been responsive in addressing cross-cutting issues like gender, inclusiveness, environment and sustainability, constitutional responsibilities through curricular activities , at the same time incorporating variety initiatives within its regular functioning in the last five years.

The College has initiated the Gender Audit and actively focuses on students' sensitization regarding any form of gender injustices, endorsing equality in every respect, through myriad activities.

The Institutional efforts towards fostering an equitable learning environment is best reflected in the way it has prioritized diverse representation in administrative, academic and other non- academic activities. Through the celebration of special festivities and events of national and international importance all the year round, the practice of instilling the spirit of cultural and communal harmony, appreciation of diversity is ensued in the campus. The formation of the Electoral Literacy Club, students' participation in Youth Parliament, observation of Constitution Day, Voter's Awareness programmes further showcases the institutional initiative in upholding the values envisioned in the Constitution.

Victoria Institution (College) promotes and follows the principles of "Clean and Green" campus by a sincere adoption and conscious practice of environment-friendly measures. Environment, Energy and Green Audit has been successfully undertaken by the institution to keep track of ecological sustainability in the campus. The college seeks to promote the same pro-environmental attitude beyond the campus through small initiatives by the Victoria College NSS Unit and Nature Club.

Preservation and protection of the green space within the college campus with an added endeavour of nurturing the treasure of a medicinal plant garden is one of the institutional best practices. The other being the Institution's drive to transform the students into multi-skilled, competent individuals geared for the real world of cut-throat competition, by introducing skill based courses and activities for them.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	VICTORIA INSTITUTION (COLLEGE)
Address	Victoria Institution (College) 78-B, A.P.C. Road Kolkata
City	Kolkata
State	West Bengal
Pin	700009
Website	www.victoriacollege.co.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Maitreyi Ray Kanjilal	033-23600046	9433208610	-	principal@victoriacollege.co.in
IQAC / CIQA coordinator	Sumallya Karmakar	033-23501959	8420153049	-	iqac@victoriacollege.co.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
West Bengal	University of Calcutta	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	03-03-1956	[View Document](#)
12B of UGC	17-06-1972	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Victoria Institution (College) 78-B, A.P.C. Road Kolkata	Urban	6070.28	4849.71

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bachelor Of Arts,General or MDC	36	Passed in twelve	English,Hindi,Bengali,Urdu	400	185
UG	BA,English, Hons. or Hons. with Research	48	Passed in twelve	English	77	57
UG	BA,History, Hons. or Hons with Research	48	Passed in twelve	English,Bengali	69	23
UG	BSc,Economics,Hons. or Hons with Research	48	Passed in twelve	English,Bengali	21	0
UG	BA,Economics,Hons. or Hons. with Research	48	Passed in twelve	English,Bengali	32	2
UG	BA,Philosophy,Hons. or Hons. with Research	48	Passed in twelve	English,Bengali	69	1
UG	BA,Political Science,Hons. or Hons. with Research	48	Passed in twelve	English,Bengali	69	36
UG	BA,Sanskrit, Hons. or Hons. with Research	48	Passed in twelve	Bengali,Sanskrit	53	2
UG	BA,Urdu,Hons. or Hons. with Research	48	Passed in twelve	Urdu	81	32

UG	BSc,Mathematics,Hons. or Hons. with Research	48	Passed in twelve	English,Bengali	53	5
UG	BSc,Physics, Hons. or Hons. with Research	48	Passed in twelve	English,Bengali	29	6
UG	BSc,Chemistry,Hons. or Hons with Research	48	Passed in twelve	English,Bengali	28	5
UG	BSc,Botany, Hons. or Hons. with Research	48	Passed in twelve	English,Bengali	49	13
UG	BSc,Zoology ,Hons. or Hons. with Research	48	Passed in twelve	English,Bengali	49	25
UG	BSc,Geography,Hons. or Hons. with Research	48	Passed in twelve	English,Bengali	23	1
UG	BA,Geography,Hons. or Hons. with Research	48	Passed in twelve	English,Bengali	35	18
UG	BSc,Psychology,Hons. or Hons. with Research	48	Passed in twelve	English,Bengali	22	10
UG	BA,Psychology,Hons. or Hons. with Research	48	Passed in twelve	English,Bengali	34	28
UG	BCom,Commerce,Hons. or Hons. with Research	48	Passed in twelve	English,Hindi,Bengali	81	57
UG	BA,Bengali,	48	Passed in	Bengali	82	24

UG	BSc,Bachelor Of Science, General or MDC	36	Passed in twelve	English,Bengali	216	42
UG	BCom,Bachelor Of Commerce,General or MDC	36	Passed in twelve	English,Hindi,Bengali	81	33

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				32				63			
Recruited	0	1	0	1	1	31	0	32	23	36	0	59
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				1			
Recruited	0	0	0	0	0	0	0	0	0	1	0	1
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				53
Recruited	17	4	0	21
Yet to Recruit				32
Sanctioned by the Management/Society or Other Authorized Bodies				7
Recruited	4	3	0	7
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				1
Recruited	0	0	0	0
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers

Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	1	0	0	0	0	1
Ph.D.	0	1	0	1	22	0	10	18	0	52
M.Phil.	0	0	0	0	1	0	6	9	0	16
PG	0	0	0	0	7	0	7	9	0	23
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers

Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

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Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	1663	0	0	0	1663
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	99	102	121	113
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	5	8	9	10
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	61	75	75	60
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	514	511	524	486
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		679	696	729	669

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The college introduced Curriculum cum Credit Framework from 2023-24 academic session under the directives of University of Calcutta. The University prescribes Multi Disciplinary programmes and Interdisciplinary courses for the students under the CCF 2022. The college has seventeen different departments which allows the students to choose and integrate humanities and science subjects, thereby going interdisciplinary. Under the present framework students from different streams (humanities, science, commerce) are encouraged to study several common value added courses and language based courses in resonance of the idea of National Education Policy, 2020 to create an education system rooted in Indian

	ethos which will prepare our youth to meet the diverse national and global challenges of the present and the future. For the curricular implementation of such common value added courses like Environmental Studies, Constitutional Values, Indian Knowledge System ac active involvement of teachers with varied academic specialization is ensured to maintain the multidisciplinary approach. Besides, the institution has already introduced add on courses which are interdisciplinary in nature, and planning few more courses of such relevance with a view to motivate the students in different field of studies and provide the required exposure.
2. Academic bank of credits (ABC):	The Academic Bank of Credits under the National Education Policy will provide the students with the option of multiple entries and exits within a stipulated period of time. This flexibility in academic programmes will enable the students to seek employment after any level of award and will also help to upgrade qualification after getting employed. Victoria Institution (College) is affiliated to the University of Calcutta, which has recently introduced NEP. As soon as Academic Bank of Credits is implemented by the university, the college authority will take the necessary steps to implement it.
3. Skill development:	The NEP aims at empowering the youth force of India to develop into skilled work force that will benefit the world today and tomorrow. Keeping this view in mind the college has introduced several skill enhancement programmes to sharpen the professional and entrepreneurial skills of the students. Various courses like Computer Application by Webel, Professional Ethics and Employability Training by Nandi Foundation (NGO) in collaboration with the Mahindra group, Communicative English and Soft Skills, Life Skills and Digital Literacy, Self Defense and Photography course were conducted. Moreover, the departments initiated several hands on training programmes on Pathology, Automation using Arduino, Nature Awareness, Ancient Indian Language, Data handling with R-programming. As a part of curriculum the students are encouraged to take up knowledge based and project based skill enhancement courses where they are exposed to case study, research methodology, field work, project work etc.

4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	India has a rich history that is manifested in various modes, viz. language, science, culture and religion. The current objective of the NEP is to focus on these attributes of the Indian History and make it reachable to the students. The institution imparts its lessons in several vernacular languages like Hindi, Bengali and Urdu apart from English to uphold the above objective. Major, MDC and IDC courses on Sanskrit and Urdu are offered by the college according to the CCF. The cultural heritage of India promotes Unity in Diversity. The institution has students from different religious and ethnic backgrounds which demands for delivering lessons in various Indian languages. The faculties of the institution are working to facilitate the students bonding with Indian Knowledge System. In this respect the department of Sanskrit is playing a pivotal role. They have arranged a blended mode course entitled "Sanskrit - The Fountain Source of Indian Heritage" for all the students and the faculties. Several other programmes like Celebration of World Sanskrit Day, Meghdut Utsav, Shankaracharya Jayanti are also observed by the department with active participation of the students. From both Humanities and science section extension lectures and activities are arranged on a regular basis to enlighten students about Indian Values, ethics, different schools of Indian Philosophy; Ancient Indian Polity and Administration, Ancient Indian Art and Architecture, evolution of Zero, Astronomy by the departments of Philosophy, Political Science, History, Mathematics and Physics respectively. Institution is trying its best to enhance the students' interest and engage them more in studying Indian Knowledge System by opting for a compulsory course in IKS under the CCF provided by the University of Calcutta.
5. Focus on Outcome based education (OBE):	The departments of Victoria institution College have outlined the outcomes of different programmes and courses. This has already been uploaded and displayed in the college website. Apart from this, a booklet on outcomes of various departments have been kept in the departmental seminar library for the benefit of the students. Since our college is affiliated to the University of Calcutta, we have to follow the syllabus of the university and our outcomes are formulated in accordance with the guidelines laid by the University grants commission. The program

	outcomes and course outcomes for all programs and courses offered by the institution are communicated and explained to the students. The issues in teaching and learning are regularly updated to align with the latest knowledge requirements and to meet with specific learning outcomes, so that by the end of the educational experience, each student should achieve the desired goal.
6. Distance education/online education:	The COVID-19 pandemic challenged the human civilisation in several ways. One of the challenges that we faced as academicians was imparting lessons during the lockdowns and restrictions. It is during this time that all the faculties of the college shifted to the online mode of teaching. They use various applications like zoom, Google classroom, Google meet etc. for delivering their lectures, doubt clearing and holding interactive sessions with the students. The students also reciprocated with equal zeal and enthusiasm. The institution also runs one Open University (NSOU) that that acts as a Centre for distance education.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, an Electoral Literacy Club (ELC) has ben set up in the college on 10.03.2022
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The club is a functional body and representative in character. Students' coordinator and coordinating faculty members have been appointed by the college. Electoral Literacy club engages itself in several activities all the year round.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Innovative programmes undertaken by the Electoral Literacy Club include students led awareness programme on election booth demonstration using dummies and props. They have also organised ethical voting campaigns under the theme of Vote for India campaign. Members of the ELC have also demonstrated mock parliament at Betarbani (Sodepur) portraying the role and functions of elected representatives in parliament.
4. Any socially relevant projects/initiatives taken by	Members of the Electoral Literacy Club had engaged

College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	themselves in an impromptu group discussion to commemorate Constitution Day during which they were asked to suggest probable amendments in the electoral provisions, code of conduct etc. which are enumerated in the constitution. This group discussion probed them to critically engage with the electoral provisions and they proposed certain changes in them. The proposals which came to the fore was then put in open house for a thorough discussion. The members of the ELC are enthusiastic and they enjoy during the interactive session.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The Club has taken an initiative to identify the number of students above 18 years, who are yet to be enrolled in the electoral roll and intends to further this initiative by sensitising the students about the import of voter registration, once the database is ready.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1883	1942	2100	2188	2536
File Description			Document	
Upload Supporting Document			[View Document](#)	
Institutional data in prescribed format			[View Document](#)	

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 97

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
90	93	93	92	90

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
34.18	31.26	20.44	41.47	33.95

File Description	Document
Upload Supporting Document	[View Document](View%20Document)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

At the beginning of each session, during Orientation and Induction programmes, all students are informed about the mode of teaching-learning.

Through a well-planned and documented process college ensures effective curriculum delivery. For significant academic, co-curricular and extra-curricular activities the academic calendar specifies time frame and possible dates. **Academic Calendar** of the college is prepared by the academic sub-committee. To discuss the course distribution for the academic sessions every year, through departmental meetings each department determines the syllabus and work load for each faculty member, due records are kept.

To ensure optimum utilization of the classes allotted, all the departments are encouraged to prepare a well-structured **Lesson Plan** at the beginning of every Semester.

To make the students aware of their Syllabus, at the beginning of a new session teachers communicate with their Students regarding the distribution of Syllabus.

College makes a Master Routine and an Academic Calendar for the new Academic Session by involving the Academic sub-committee, Routine committee and Departmental Heads. Keeping in view the objectives of the curriculum, teacher strength and infrastructure available, the College has formulated **three distinct Master Routines for Day-Arts, Morning Arts & Day Science**, adhering to the overarching curricular framework prescribed by Affiliating University, for general degree courses.

According to the Academic Calendar, Internal assessments are conducted. In order to monitor the progress of the students, tutorials are taken. Previous years question papers are discussed and class tests are taken for both slow learners and fast learners. Remedial classes are taken for slow learners. Moreover, for effective delivery of curriculum, classroom teaching is supplemented with seminars, workshops, students talk etc. for fast learners. Every department keeps a record of the regular attendance, marksheets and progress of the students.

College emphasizes on making teaching – learning interesting and interactive. Thus, the teachers uses Audio-Visual tools to explain concepts to students. Field visits, educational tours are regularly organized to expose them with practical knowledge related to curriculum without affecting the scheduled classes. Practical and Project works are also conducted.

Students are encouraged to participate in **Extension activities** like Quiz Competitions, Students' Talks,

Extension Lectures, Wall Magazines, Poster Presentations etc. To make the curricular aspects successful, regular parent-teacher meetings and mentoring are conducted with utmost care and involvement. Efforts are made to make a holistic development of each and every student.

Various additional courses are introduced to gain appropriate skills, to build a well-rounded understanding of newer things which can improve their abilities to build and establish a career. The curriculums of these courses are designed by the faculties in consultation with experts in respective fields.

All these activities are supervised in collaboration with the Academic Sub Committee, IQAC and Departments. For acquiring necessary skills and effective delivery of the curriculum the college encourages faculty members to attend Orientation & Refresher courses, workshops, conferences and seminars. Feedbacks from all the stakeholders are collected by IQAC at the end of an academic year on teaching-learning, it is then analyzed and action is taken.

File Description	Document
Upload Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 6

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 5.19

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
553	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The institution encourages the departments to organise seminars and extension lectures for women empowerment, social equality and gender sensitisation. The Ability Enhancement Compulsory Course –2 (AECC-2) for all the students of SEM-2 in the curriculum enables to develop basic knowledge of environment-sustainability and environment-friendly habits. Inculcation of the habit to use environmental resources rationally and prevent wastage of the same helps the students become responsible citizens. Environmental awareness programmes and field trips are held on a regular basis as a part of environmental awareness programme. The teachers try to inculcate moral and ethical values through regular counselling of students and motivate them for active participation in social activities. The syllabi of different subjects include topics related to Professional Ethics, Gender, Human Values, Environment and Sustainability.

Numbers of programs are conducted for women and girl students for promoting **gender sensitivity and encouragement of behaviour modification raising awareness of gender equality concerns** through organisation of folk-dance competition, health check-up camps, blood donation camps, hygiene awareness programmes etc. Many departments organise programs on "**Woman Empowerment, Laws for Woman", Women's Day and extension lecture series on Pandemic- Impacts on Women.** NSS unit of the college has been very proactive in conducting different extension activities on different cross cutting issues. Major gender issues are focused and addressed through the activities like **Book**

exhibition- "By the women, for the women".

NSS promotes **environmental protection** through **tree plantation** and other sustainable development programs, debate, quiz, observation of World Environment Day poster competition is organized to create awareness about nature, biodiversity, environment and sustainability. The cleanliness program was organized to clean ponds, watering plant, Celebration of various days like World Environment Day, NSS Day, etc. On the World Environment Day 5th June of every year Pledges are taken to save the planet "Earth" as part of Mission Life Program. The college takes initiative in sapling plantation programs which are introduced by the Indian Government.

To develop **Human Values and Professional Ethics** among the students, lectures and quiz, essay, etc. are organised by NSS and many departments in the college. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Department of Economic organised community **outreach program** on 9.1.2023 and **donated cloths to needy people at Bharat Sevashram Sangha**, Ballygunge. Different National days celebration like Independence Day and Republic Day serve as a platform to enliven patriotic and moral values. Different social and value added activities have been initiated by the college like Health and Hygiene awareness programs, medical check-up camps, Blood donation camps, electoral literacy etc. Students from the departments of Political Science, History, English, and Zoology participated in the West Bengal **Youth Parliament Competition 2022 (District level),** conducted by the Ministry of Parliamentary Affairs, Government of West Bengal. Besides these all the departments of the college **encourages their students to celebrate important national and international days** for co-memorising the importance and remembering nations heroes and glories.

File Description	Document
Upload Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 58.58

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 1103

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 54.91

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
679	696	729	669	972

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1364	1364	1364	1364	1364

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 31.48

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
165	185	205	183	241

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
622	622	622	622	622

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 20.92

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Institution emphasizes on effective Teaching-Learning methods for the benefit of the students. Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing their learning experiences.

Students do projects on different topics as a part of their curriculum. Assignments are an integral part of teaching different courses specially for the tutorial component. Preparing projects for Environmental Studies and other courses are mandatory. It enhances their research oriented skills and unfolds various aspects of their subjects. Students take part in the workshop on innovative experiments, hands on training. They are involved in experiential activities like solving term papers, participating in field trips etc. The students of the some of the courses are engaged in research methodology and fieldwork Practical. In this respect it should be mentioned that departments organize excursions and field trips so that the students could assimilate various learning experiences in a better way, irrespective of the fact that whether the field trip is within the curriculum or not.

Classes are primarily interactive, as after the completion of teaching open discussions are held on important areas of the subject encouraging students to put forward their views. Regular interactive sessions enable the teachers to instill greater confidence in the students and improve their communication skills. Tutorials and special classes are reserved for doubt clearing sessions, thus their keenness to evolve is patronized. The convention of "peer and practice teaching sessions" is there, where the students act as teachers and exhibit their pedagogical skills . Mentoring of junior students by senior students is also undertaken.

Students are encouraged in participative learning processes. Various activities like publishing e - magazines, wall magazines, posters and charts preparations and competitions are in practice to teach them team work, so that they get to learn from each other. Students are also encouraged to participate in different student centric activities conducted by other institutions. They are engaged in quiz, group discussion, Students' talk etc, for increasing their learning experiences.

Students are also trained in problem solving methodologies, especially by the departments pertaining to the discipline of science. The department of Geography gives students the proper practical training to manage hazards. Department of Commerce use Case Studies while teaching which help the students to analyse a situation with proper methodologies.

Teachers incorporate ICT enabled lecture sessions along with the conventional methods which help the students to comprehend the concepts clearly. Various departments take the recourse of projector based lectures, power point presentations, screen documentary and relevant feature films for effective teaching learning processes. Department of Commerce uses ICT enabled learning methods to teach Information Technology. Science departments use various software from open sources as teaching aid for demonstration of analysis of various problems.

Now a days the teachers themselves avail different sources of learning platforms like: SWAYAM, NPTEL courses, Spoken Tutorial, Coursera etc. for their own progress and advancement; as well as they suggest to the students and inform them regarding those open sources of learning for their betterment

File Description	Document
Upload Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 91.78

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
99	100	100	100	100

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 85.59

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
79	80	80	78	75

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The mechanism of internal assessment adopted by the College is transparent, robust and time bound . The format of internal assessment and tutorial as set by the affiliating University is followed by the Institution in an impeccable manner. Towards the end of each semester the students are evaluated through internal assessment and tutorial as instructed by the Board of Studies of each department. Internal assessment is an important component of University Examination as it also includes marks awarded on the daily attendance of the students. The examination committee of the college conducts the assessment in a centralized manner, and this committee supervises the mechanism and duly present the reports to the IQAC and Academic Sub Committee. All the components involved in this mechanism, like setting of question papers, conducting the examination on the basis of an Examination Routine, evaluation of the answer scripts and Uploading the Marks are completed within the stipulated time given by the University with utmost earnestness and seriousness on behalf of the Teachers, so that the whole operation would be flawless.

To come to the sphere of College Tests, a test has been introduced by the Institution for Semester I students to identify their degree of learning and continuous assessment with a view to take proper measures; like remedial classes for the weaker section etc. for the betterment of all the students. Furthermore, regular evaluation process like class tests, giving assignments, conducting quizzes etc. are in operation for their self assessment. Marks of the class tests are walled up within the time set forth and corrected copies are distributed among the students. Doubt clearing classes are conducted for their candid comprehension.

The College has a Grievance Redressal Cell to deal with various kinds of grievances including those related to internal examination. Such grievances, if any, are generally mentioned to the concerned teacher of the particular department. The matter is then sent forward to the Grievance Redressal Cell of the college at the earliest for immediate action and resolution. Measures are then taken by the cell

accordingly. However, this is to be mentioned that no such Grievances related to Internal Examination were recorded in the said period.

In case of grievances related to the external components like theory examination, the University allows students to opt for review, self inspection (FSI) of their answer scripts. The institution disseminates all the relevant circulars and notices to the students promptly and within stipulated time. In this respect the institution takes due care to guide and assist the candidates for the smooth completion of the whole process.

File Description	Document
Upload Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

- Programme outcomes (POs) and Course outcomes (COs) were formulated in accordance with the guidelines laid by the University Grants Commission.
- POs and COs of each program are placed in academic subcommittee meeting and IQAC for ratification and approval before dissemination on the college website and booklet.
- At the commencement of each academic year the newly admitted students of Semester I attend an Orientation Programme and an Induction Programme organized by the IQAC of the college. The students are informed about the discipline and values that they need to imbibe in this college.
- In the Departmental Orientation where the students are familiarized with the curriculum along with the POs and COs. Booklets containing POs and COs are kept in each department which are easy accessible to students.
- Programme Outcomes are disseminated also by displaying in proper places like in classroom, laboratory etc.
- Teachers also inform the students about their lesson plan prepared aiming to attain the COs and POs which is available in the website and discuss the desired learning outcomes. This practice helps teachers and students internalize the process of teaching and learning
- In a nutshell the outcome of all the courses is to impart comprehensive learning that would generate an interest in research, create employability, engage in academic discourses and empower students to emerge as socially responsible citizens.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

PO CO attainment

The attainment of POs and COs is done through continuous internal assessments, tutorials, end semester examination etc. Individual department maintains a record of the students' performance in each semester. Results of individual department are analyzed by the Result Committee and disseminated to the Department and website.

Calculation of attainment of COs

Calculation of attainment of overall COs for each course of individual student has been done giving 20% weightage to the percentage of Internal Examination marks and 80% weightage to the percentage of External examinations marks.

Internal examination comprises of regular class performance and continuous internal evaluation, Internal Assessment, Tutorial Assessment (where applicable), practical exam at home center for General students.

External examination comprises of End Semester theory exam held at an away center and End Semester Practical exam held at an away center where applicable for honours students.

The attainment level of a particular course has been calculated considering the performance of all the students the course using the following formula

For Students of B.A./B. Sc./B. Com Honours

More than 60% Students scoring >=55% of max Marks : Attainment level = 3

40 -60% Students scoring >=55% of max Marks : Attainment level = 2

else Attainment Level = 1

For Students of B.A./B. Sc./B. Com General

More than 60% Students scoring >=40% of max Marks : Attainment level = 3

40 -60% Students scoring >=40% of max Marks : Attainment level = 2

else Attainment Level = 1

Attainment of POs (For Hons. and General) for Individual Student

- **Direct method : From CGPA (based on 10 scale)**
- **Indirect Method : From Students progression (on 10 scale) as**

a) If progressing to higher studies / doing job / setting up own business : 9

b) No. of students preparing for higher studies, competitive examinations etc: 6

c) else : 3

Final attainment of PO (on 10 point scale) = 0.8*attainment from direct method + 0.2* attainment from indirect method

If any semester not cleared (written as NC in place of CGPA) over all PO attainment can't be calculated (written as N.A.)

For overall PO attainment level considering all the students under that particular programme

For Hons. Students:

Direct Method

More than 60% Students scoring >=6 CGPA : Attainment level = 3

40 -60% Students scoring >=6 CGPA: Attainment level = 2

else Attainment Level =1

For B.A./B. Sc./B. Com General

Direct Method

More than 60% Students scoring >= 4.5CGPA : Attainment level = 3

40 -60% Students scoring >= 4.5 CGPA: Attainment level = 2

else Attainment Level = 1

Indirect Method

Attainment Level from indirect method =[(No. of outgoing students took admission in higher studies+ doing job + setting up own business) * 3 +(No. of students preparing for higher studies, competitive examinations etc * 2)+ (No. of students not cleared * 1)] / Total no of students

Final attainment of PO = 0.8*attainment level from direct method + 0.2* attainment level from indirect method.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 76.26

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
325	402	741	655	459

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
632	568	808	687	691

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.68

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 7.65

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
0	2.58360	2.53320	2.53320	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The college has an ecosystem where the students and faculty explore their endless capabilities. The academic and research expertise of the college goes towards creating a sustainable ecosystem for innovation, entrepreneurship, dissemination of knowledge. The thrust of this ecosystem is transmission of knowledge and experimentation both amongst the student and the peer group.
The support has been extended for development of innovative experiments like the use of ARDUINO towards Automation, building of models on environmental issues, cartography etc. Students are encouraged to participate in different research oriented programmes conducted by various bodies to cater to their inquisitive minds. As a result, they have successfully participated in the National Anveshika Experimental Skill Test conducted by IIT Kanpur. Some students of department of Physics under the guidance of faculty have participated in an experiment on Gamma Spectroscopy as a part of a National Collaboration at a DAE unit.
The college has taken an initiative to promote the importance of Indian knowledge systems through

various extension activities for instance Teachers' Orientation Programme had been held for awareness of the rich heritage value of our country so that they may inculcate the same values among the students. The college bearing the legacy of a heritage institution has always had the culture of teaching Sanskrit and Vedic knowledge and the Sanskrit Department has incorporated an Add-on-Course to promote Indian Knowledge system. Other activities like workshops, seminars, extension lectures, celebration of ethnic days, poster making on various topics related to IKS. Meghdoot Utsav was observed for the IKS. The college central library has a separate section showcasing the books of IKS. An edited volume on Indian values and culture had been published to promote exchange research ideas on IKS.

An IPR Cell has been created in the college to promote technological awareness among teachers and students through workshops and exchange programmes. Awareness programme about IPR, Copyright, Research and Innovation Ethics have been a regular practice of the college through seminars, informal discussions.

The students are encouraged to participate in entrepreneurship awareness programme where they can exhibit their hand made products and be empowered economically by getting the opportunity to showcase their expertise. Students are encouraged to create different items out of recycled and bio-degradable waste materials. In the fair organized regularly by the Alumni association of the college, the ex-students gave a stall displaying bio-degradable alternative items used in our daily life like bio-degradable sanitary napkins, garbage bags, plates and bowls made out of sugarcane and such.

Also students are inspired to participate in poster competitions, e magazines, student paper presentations to keep their innovative faculty alive. The college library is an extremely well-equipped library. Resources of the library are used amply by both students and teachers for enrichment of knowledge. The institute also encourages faculty members towards innovative research and filing Patent.

Thus the institution strives to inculcates enquiry and inquisitive mind among the students. The college is ever engaged in the rich practice of research and best practices of transfer of knowledge.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 81

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
17	32	11	08	13

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.46

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
00	8	10	11	16

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.71

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in**

national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
21	19	10	6	13

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The College engages the students in various extension activities which help the students to be aware about social issues and activities within the college and in the neighbourhood enabling their holistic development. The NSS and NCC Units of the college especially have been regularly engaged in various extension activities, community service and social awareness programmes throughout the year.

During the Covid-19 period, the NSS volunteers showed great enthusiasm in the 3-ply cotton mask-making campaign. These masks were later distributed to the most impoverished in their immediate neighbourhood. This event created awareness among the students to help the needy during the trying pandemic times. NSS has held seminars on Menstrual Health and Hygiene to sensitize students on Health and Women's Issues. Students are taken to visit the orphanage and old age Home for the need to serve the utterly deprived and needy community by distributing clothes, food, interact with them, spend time which makes the students aware about the socio-economic issues near the college locality.

A 'know your neighbour' walk was organised with the first semester students intended to uncover the otherwise obscure neighbourhood through an acquaintance with the book binders thus revealing its histories, experiences and engagement with the city at large. The walk enabled the students' understanding of communal harmony which has been a part of the locality, ingrained in their living since the riots of 1946. It also made the students aware about the various aspects of an unorganised labour sector, their complexities and genealogy.

Both NCC and NSS volunteers observe Swachh Bharat Abhiyan through various programmes like

Dengue Awareness Day on 20th September and NSS Day on 24th September every year through campus cleaning activities, sprinkling bleaching powder, by painting flower pots, planting trees, poster making and through college beautification. In the month of July the 'Vanamahotsav' was observed by planting trees in the college campus. All the teachers participated in this programme. 75 trees were donated by the West Bengal Forest Department in observance of the Forest Week of the nation. World Yoga Day is also observed regularly with student volunteers performing Yoga and taking pledge to integrate 'Yoga For Life' which was the motto of the 'Yoga Day' .

The college observes the Environment Day on 5th June every year engaging the students in a plethora of events like sapling plantation, poster presentation, debate competition on issues like 'Climate Change, oath taking to save Environment. This is meant to instil awareness about 'clean environment and green environment' among the students. The NSS collaborated with English and Zoology Departments to carry out the Environment Day functions observed from a month in advance.

Special camps like Blood Donation camps are frequently organized in the college in collaboration with the local blood bank. Large number of students and teachers turn out to donate blood for such events. Events like these sensitize the students to the advantage of selfless social service and also benefits they may get out of such service which might help them in critical times.

File Description	Document
Upload Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

1. Dr. Basari Halder, Assistant Professor of Political Science, Victoria Institution (College), received recognition from Bharat Sevashram Sangha for his relief work with them during Amphan Cyclone in Sundarban area, West Bengal in the year 2020.

2. Smt. Succhanda Ghosh, Associate Professor of Political Science, Victoria Institution (College), received recognition from KPPTP (Kalabhrit Parasmani Pase Thaka Prayas) for her active participation in the Relief Programmes held on 11 th June, 23rd June, 23rd October and 26th October, 2020 on the outbreak of Amphan, Yash Cyclones in West Bengal.

2. 3. Dr. Indrani Chakraborty, Associate Professor in Bengali achieved outstanding recognition for making a documentary film on the renowned poet Sri Kashiram Das. The documentary has been praised in several journals.

4. Dr. Sukriti Lahori Sinha, Associate Professor in Bengali and a multi-faceted personality, a theatre and TV actress was awarded "Ami Sei Meye' Award by the BANGA NAREE SAMMAN 2023 in the category of "Theatre Personality." The ward celebrates the essence of womanhood.

5. Dipanwita Ghosh Mukhopadhyay, Associate Professor in Economics Achieved the International

Award, CINE FERN 2020 for Best Screenplay- film: Shironam.

6. Nirupama Mitra, a second year Physics Honours student of Victoria Institution (College), received recognition for successfully volunteering with Calcutta Anti Covid Belt initiative in the year 2020.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 41

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
14	8	8	6	5

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 25

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The institution's historical legacy and contemporary infrastructure coalesce, fostering an environment that encourages academic excellence and cultural diversity.

Situated in the vibrant city centre, the 1.5 acre college campus emphasises safety with comprehensive CCTV surveillance. This vigilant system effectively monitors key areas, ensuring secure learning environment for all.

Spread across three buildings, the college accomodates 30 spacious classrooms, including 10 equipped with ICT facilities, meeting the needs of teaching and learning activities. A good number of computers connected to high-speed internet, create an environment conducive to digital literacy, innovation and research.

The college offers a diverse academic landscape with 17 departments. The institution has 8 well equipped laboratories in the Departments of Physics, Chemistry, Zoology, Botany, Geography, Psychology, Journalism and Mass Communication and Mathematics that provide students with hands-on experience and practical knowledge in their respective subjects.

The college library, fully automated with KOHA, offers students access to a vast repository of knowledge in various formats, including traditional books and e-books. The library has Web OPAC facility that enhances user experience, facilitating efficient navigation and search. The library operates seamlessly from 8 a.m. to 6 p.m., Monday to Friday, and 8 a.m. to 4 p.m. on Saturdays, ensuring all students and faculty can access resources conveniently and enhance their academic experience.

The college hostel provides on-campus accommodation with affordable well-furnished rooms and a dedicated warden ensuring a comfortable and secure living environment for outstation students.

The institution provides a canteen, cafeteria and cheap store, catering to diverse needs of students and offering convenient options for meals, snacks and affordable essentials.

The college provides a Common Room with a convenient sanitary vending machine, a Student Union Room dedicated to student activities, along with separate spaces for NSS, the Anti-Ragging Cell and a medicinal plant garden.

The college's infirmary is equipped to provide timely medical assistance in case of illness or injury, ensuring students' health and safety. To ensure accessibility for all students, the campus is equipped with ramps.

The college has a spacious auditorium, **Keshub Memorial Hall** with modern amenities and a sitting capacity of 200 that serves as a vibrant venue for cultural programmes, Annual Prize distribution ceremony, theatre workshops, and other artistic endeavours. **Suniti Sabhaghar** capable of hosting 50 attendees is the key venue for scholarly discussions and presentations. Equipped with contemporary audio-visual facilities, it offers an intimate setting for seminars and academic meetings.

The college hosts various clubs, including the Photography Club, Quiz Club, Heritage Club, Drama Club, Electoral Literacy Club, Nature Club and many others.

The college campus, features an expansive playground, gymnasium, and yoga room to ensure a well-rounded approach to student well-being. The playground offers ample space for Annual College Sports, fitness classes and various outdoor performances.

The gymnasium is equipped with exercise bikes, instruments for weight training, trade mill etc. The yoga room serves as a serene space for relaxation, stress relief, and mindfulness practice.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 22.99

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
9.89	4.52	2.01	10.84	9.83

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Library of Victoria Institution (College) stands as a bastion of knowledge and academic enrichment, catering to the diverse needs of its students and faculty. The library boasts a vast collection of 43,889 books spanning multiple languages including Sanskrit, Bengali, English, Urdu, and subjects ranging from humanities, social sciences to the sciences. Noteworthy are the special collections on eminent figures such as Gandhi, Keshub Chandra Sen, and the compelling theme of 'By the Women for the Women'. Library also maintains a separate collection of books authored by institute's faculties. Apart from that college has separate departmental libraries.

In tune with the digital age, the library holds INFLIBNET N-LIST membership for e-resources. This membership grants access to a plethora of e-journals including prestigious names like the American Institute of Physics, Annual Reviews, JSTOR, Royal Society of Chemistry, and e-books from platforms like Cambridge Books Online, Springer eBooks, Taylor Francis eBooks, among others.

Recognizing the importance of online accessibility, the library has established a strong online presence via its Facebook page, "VIC Library: An Online (24x7) Initiative" (https://www.facebook.com/groups/1859147707553749). This platform not only offers open educational resources (OERs) but also serves as a hub for course curriculum-based study materials and career development resources. Moreover, to bridge the digital divide, the library maintains an offline repository of OERs within its premises.

The library has embraced automation with the implementation of Koha, providing students with seamless access to its wealth of resources. Furthermore, the inclusion of Web OPAC facility enhances user experience, facilitating efficient navigation and search.

With an eye on student convenience, the library operates from 8 a.m. to 6 p.m. on weekdays and from 8

a.m. to 4 p.m. on Saturdays, ensuring ample time for students and faculty to utilize its resources effectively.

During the academic year July 2022 to June 2023, the library witnessed an average physical usage of 31.5 individuals per day, highlighting its significance as a hub of academic activity within the college community. Departmental libraries also provide open access facilities from where students and faculties utilise the resources at the time of need.

In a commendable effort to safeguard cultural heritage, the library has launched the "Heritage Book Preservation Initiative". This programme focuses on preserving old and rare books through meticulous preservation techniques and archival measures, ensuring that helps the future generations to take benefit from these invaluable resources.

The College Library stands as a dynamic institution committed to promoting knowledge dissemination, academic excellence, and cultural preservation. Its multifaceted approach, encompassing traditional print collections, electronic resources, and innovative online initiatives, underscores its pivotal role in the educational landscape.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The IT infrastructure of the college encompasses the hardware, software, networks, and services that support both academic and administrative technological requirements of the institution. It includes servers, computers, printers, networking devices, and communication systems, all of which are essential for ensuring efficient operations and facilitating learning and administrative tasks across the campus. Additionally, campus-wide communication systems are integrated to ensure seamless information dissemination and collaboration among students, faculty, and staff.

The college has been utilizing BSNL (Bharat Sanchar Nigam Limited) internet service since November 7, 2017. However, as the demand for reliable connectivity surged during the pandemic, particularly with teachers conducting on-campus classes while students attended remotely from home, the institution opted

for an Alliance Broadband Wi-Fi connection alongside its existing BSNL service from January 19, 2022. This transition ensured faster and more reliable internet access for all stakeholders.

The institution is currently equipped with 2 (two) internet connections, BSNL with speed 100 Mbps and Alliance Broad Band with speed 250 Mbps. This robust network infrastructure ensures seamless internet connectivity across campus, supporting both academic and administrative activities.

The easy access to the internet by various Departments enhances opportunities in the teaching-learning process, fostering utilization of diverse educational resources. Teachers integrate multimedia content, interactive tools, and online databases into their lectures and assignments, to enrich the learning experience for students. With internet access, students have the opportunity to delve deeper into subjects, explore diverse perspectives, and access up-to-date information relevant to their coursework. Additionally, internet connectivity fosters seamless communication and collaboration among faculty and students, enabling the exchange of ideas and resources both inside and outside the classroom

Smart classrooms, equipped with ICT facilities and internet connectivity, are extensively used for effective educational engagement.

The college has implemented Cloud based Complete ERP Solutions for efficient data management.

Local Area Network (LAN) is also extensively used throughout the college campus to facilitate seamless communication and resource sharing among various users, including the college office, the Department of Mathematics, and many others. The college office uses LAN as its accounting software for smooth and efficient administrative functions.

The college has outsourced the Annual Maintenance Contract (AMC) of its IT resources to OASYS INFOCOM Pvt Ltd. This agreement entails comprehensive support and maintenance services for the institution's IT infrastructure, covering servers, networking equipment, computers, printers, scanners and software systems. OASYS INFOCOM Pvt Ltd is responsible for ensuring the smooth functioning of these resources through regular maintenance, troubleshooting, and repairs as needed. They also provide proactive monitoring, remote assistance, and helpdesk support to address issues promptly and minimize downtime.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 33.63

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 56

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 38.75

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
12.74	13.78	8.08	17.03	10.88

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 51.6

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1287	1256	851	959	1142

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 7.25

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
68	175	188	258	83

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 24.54

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
137	133	214	225	122

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
632	568	808	687	691

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 1.96

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
17	17	9	4	3

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University /

state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 9

5.3.1.1 *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 wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
4	1	3	1	0

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 13.4

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
24	18	7	10	8

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

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

Response:

Victoria Institution (College) has been established and affiliated to University of Calcutta in 1932. It is one of the oldest girl's college continues it strives to empower the girls. The college has a very strong registered alumni association (Reg. No.: 50121134). The alumni association of the college is a very dynamic and proactive. It conducts regular meetings, motivational talks, extension lecture, different cultural programme, fairs etc. to encourage the women entrepreneur and promote the alumni towards this direction. During the assessment years, the following events have been initiated and organised by the association. Apart from this, they also extend financial assistance to the needy yet meritorious student and also donates towards development of the college.

- The annual general meeting of the alumni association is held in February/March every year.
- Dr. Malati Roy, alumni and a retired professor of department of Sanskrit, donated a sum of Rs. 20,000/- for the needy student on 25th February, 2023.
- A short documentary film 'Chitrantani Praktani' has been made by Dr. Indrani Chakraborty of the Bengali department in 2022. The film documented the college day memories of three of the octogenarian alumni members. The film is sponsored by the alumni association.
- The 'Basanta Utsab' was celebrated online in March 2021 during Covid pandemic to uplift the spirit of the members especially as regular activities of alumni association could not be pursued during March 2020 to November 2021.
- The members of the Alumni Association organised a picnic on 2nd February, 2020 at the college Ground.
- The' Bijoya Sammilani' was celebrated on 9th November, 2019 in the college premises with cultural events. The Bi Centenary of Iswarchandra Vidyasagar also commemorated by planting saplings.
- Smt. Mira De, retired professor of Bengali Department and octogenarian life member of the association donated Rs. 24,000/- on 22th July, 2019 for the needy and meritorious students of the college.
- The Alumni Association in collaboration with Indian Science Congress Association (ISCA), Kolkata Chapter organised a One Day seminar on 'Traditional and Medicinal uses of Spices' on 28th March, 2019.
- The Sharad Mela was organised by the Alumni Association on 14th and 15th September, 2018 in the Keshub Memorial Hall. Approximately, 25 stalls were put up and allocated to female participants, some of whom were ex – students of the college, selling handloom and handicraft items and food products.
- The Reunion of the College was held on 15th September, 2018. It was a moment of great pleasure for the Alumni Association where a large number of old students and retired teachers joined the event without caring for their old age.
- The alumni of 1986 batch rewarded the toppers of the Arts and Science departments of the college in the B.A/B. Sc. Part II Examination, 2018 of University of Calcutta with a cash prize of Rs. 2000/- each. On the very same day, two of the retired teachers and life members, handed over a sum of Rs. 6000/- to the association to be paid to the needy and meritorious student of the

college.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Victoria Institution (College) maintains institutional governance and leadership is deeply aligned with its vision and mission, focusing on cultural integration, inclusivity, and holistic growth for women. The college's governance framework is rooted in the principles of the National Education Policy (NEP), emphasizing holistic education, skill development, research-driven learning, and global engagement. This integration ensures that educational offerings remain contemporary and responsive to societal needs.

Decentralization plays a pivotal role in the institution's governance model, empowering various stakeholders, including faculty members, administrative staff, students, alumni, and community partners, to actively contribute in decision-making processes. The institution values diverse perspectives and encourages open dialogue, constructive feedback, and collaboration among stakeholders. By fostering a culture of shared governance, the college ensures that decisions are informed and consensus-driven. The institution's commitment to decentralization is exemplified through its structured approach involving the Principal, the Internal Quality Assurance Cell (IQAC), Academic Sub-committee, Head of Departments (HODs), Teachers' Council and various committees convened by the faculty members.

The Internal Quality Assurance Cell (IQAC) oversees quality enhancement, collaborating with stakeholders for continuous improvement. As part of the decentralized governance structure, the IQAC Coordinator collaborates with various stakeholders to implement quality benchmarks, assess academic outcomes, and facilitate continuous improvement processes. Academic subcommittee serves as a specialized body within the institution's governance framework, focusing on specific areas such as curriculum development, research and student affairs. This subcommittee comprises of faculty members, administrators, and external experts who work collaboratively to address key challenges, propose innovative solutions, and enhance the overall academic experience for students.

Faculty members actively participate in decision-making, curriculum development, and research, contributing to academic excellence and innovation. Departmental Heads (HODs) facilitate decentralized governance within departments, aligning activities with the institution's vision and goals. The Teachers' Council, comprising of elected representatives from the faculty plays a vital role in promoting participatory governance, advocating for the interests of teaching staff. The council serves as a platform for dialogue, deliberation, and decision-making on matters related to academic policies, professional development, and faculty welfare.

The institution's commitment to quality assurance and continuous improvement is evident through structured processes such as performance appraisal, Self-Assessment Reports (SAR), adherence to leave rules, academic administrative training, and measures to facilitate communication with the Higher

Education Department. Internal and external financial audits ensure financial transparency, accountability, and compliance with statutory requirements.

Student-related committees focus on providing support services, managing scholarships, coordinating NSS and NCC activities, maintaining campus facilities, and enhancing the overall student experience. These committees play a crucial role in addressing student needs, fostering a conducive learning environment, promoting student engagement and well-being.

The college maintains e-governance across administration, finance and accounts, as well as in student admission and support, and pre-examination procedures. This includes online applications, digital document management, automated fee processes, ensuring efficiency, transparency, and seamless management through advanced digital platforms and tools. The college's dynamic website facilitates access to these e-governance systems and enhances user experience. Together, these decentralized structures and mechanisms underscore the institution's commitment to shared governance, transparency, and inclusivity.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The effective functioning of all the institutional bodies in the college is visible from the policies, rules, procedures and deployment of strategic plans which reflects the vision and mission.

- The administrative setup of the college is characterised by a well-defined organizational structure, with hierarchy according to the University of Calcutta and UGC regulations. The Governing Body (GB) is at the apex followed by the Principal, who as the chief administrator supervises the overall functioning of the college. The Principal is the ex-officio chairperson of the Teachers' Council. The daily administration runs under the leadership of Principal in coordination with different defined committees. The IQAC, Academic Sub-committee and Finance Sub-committee take the responsibility for smooth running of the academic and administrative affairs. Following the regulations of affiliating university, a teacher shoulders the responsibility of bursar to look after the financial matter of the college with the help of accountant. The Librarian leads library

administration and supervises the library assistants. He works with the library committee in upgrading academic resources and facilities in the library. This entire administration works towards overall development of the college as well as welfare of students.

- The academic-subcommittee in collaboration with IQAC takes care of all academic matters.
- At the commencement of each academic year, the academic sub-committee in collaboration with IQAC frames the academic calendar consisting of different activities – curricular, co-curricular and extra-curricular
- The HODs, as members of academic sub-committee, present academic matters of individual departments in the sub-committee, on the basis of regular meetings opinions and suggestions of the faculty-members.
- The Result Committee, consisting of individual faculty-members compiles and analyses the output of the students in college examinations and places it before the academic sub-committee. University Examination Committee looks after the university examinations.
- Faculty-members are recruited according to the regulations of the State Government and recommendations of West Bengal College Service Commission.
- Members of committees are constituted by open house discussion in the Teachers' Council meeting. In several cases for multiple representatives, polling system is also adapted when and if necessary.

Strategic Plan

- **Short term plan** – introducing Administrative and Academic Audit, Gender Audit conducting Waste Management, increasing numbers of publications by individual faculty-members and college as a whole, increasing number of faculty-members with Ph.D degree, expansion of classrooms, introducing new subjects and courses in the curriculum, uplifting other infrastructural facilities, organizing seminars and workshops regularly etc.

- **long term plan** – achieving better grade in NAAC assessment, get enlisted and better rank in NIRF, introducing post graduate courses in the existing departments, enhancement of space for classrooms, enrichment and digitization of Library, adopting best possible monitoring mechanism for improvement of the administration, external grants from different funding agencies, encouraging student's involvement towards innovation.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The primary goal of the institution is to impart quality education to its students and therefore encourages the faculty-members to upgrade their knowledge.

- The institution has an annual Self-appraisal System for its teaching staff in order to ensure that

the faculty-members are abreast with the recent developments in their respective fields through participation in different academic events like Refresher Course, Faculty Development Programme (FDP), Management Development Programme, professional body membership, member in different external organizations.

- Faculty-member submits the Self-appraisal Report (SAR) along with supportive documents to the IQAC at the beginning of each academic year.
- Promotion of faculty-members is ensured according to the procedure specified by Career Advancement Scheme (CAS).
- Research & Development Cell encourages them to register for Ph.D, attend FDPs, Seminars, Conferences, Symposia, workshops etc.
- Encouraging faculty-members for paper presentation in seminars and conferences, attending syllabus-related workshops, attending short-term courses, faculty improvement programmes, refresher courses etc
- Engaging faculty-members in exam-related activities like script evaluation, scrutinizing of answer-scripts, attending important meetings as coordinators or examiners of University examinations etc.
- Memorandum of Understanding with other academic institutes and industries encourages the faculty-members to deliver lectures in different platforms and interaction with different teaching fraternity through teacher-exchange and student-exchange programmes.

The institution has effective welfare measures for teaching and non- teaching staff. These measures are instrumental to sustain a healthy work atmosphere in the college.

- Duty Leave sanctioned by the college for academic purposes to attend seminar, workshop, paper-presentation, academic and professional meetings etc.
- Health Insurance according to the norms of West Bengal Health Scheme for teaching and non-teaching staff.
- Medical Leave, Maternity and Paternity Leave for female and male employees, respectively.
- Child Care Leaves for female employees for maximum two years in whole service period for maximum two children under the age of 18 years.
- Earned Leave for faculty members.
- Casual leave for emergency situations.
- Festival advance for non-Teaching staff to celebrate various occasions.
- Recreational arrangements for teaching and non-teaching staff.
- Internet and free Wi-Fi facilities for the staff, both teaching and non-teaching.
- E-books for teachers.
- Provident Fund to teaching staff and non-teaching staff.
- Sanctioning loan to both teaching and non-teaching staff from Provident Fund, if and when required.
- Self-contained staff-room with comfortable seating arrangements for faculty members and equipped with facilities of refrigerator, microwave, induction, water purifier, separate toilets for male and female teaching staff.

File Description	Document
Upload Additional information	

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 11.09

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
14	20	10	13	13

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
30	33	34	38	38

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

For the better management of financial affairs of the college **resources are mobilized** from available sources as far as possible through bursar under the guidance of Finance Sub-committee.

- Funds are generated from certain components of students' fees, certificate & add-on courses, external examinations, consultancy and external grants – Government and Non-Government.
- Funds are mobilized from various Government and Non-Government grants for upgrading infrastructure.
- Research projects and seminars, funded from external sources are conducted under the schemes like DST, UGC, UGC-DAE-CSR, ICSSR, etc.
- Grants are received from the alumni members as well as ex-teachers.

Being a state-government aided college; the institution is partially financed by the Government of West Bengal.

- State Government's **financial allotment are utilized** for salary disbursement of teaching and non-teaching staff, and meeting other official and infrastructural expenses.
- The institution has a Finance Committee comprising a qualified team of staff. One experienced teacher is appointed as Bursar who acts as convenor of Finance Sub-committee. The Finance Sub-committee monitors the disbursement of funds as per budget.

- Requirements of books, laboratory equipments, furnitures etc are finalized by the purchase committee. The entire process is monitored by the finance committee and Governing Body.
- To ensure transparency, all the purchase orders for less than 1 lakh are displayed on the College Notice Board and the College Website for inviting quotations. Expenditure exceeding 1 lakh, the quotation invitation is processed through e-tendering.
- The College has registered itself on the West Bengal Government e-Tender portal. The disbursement statements are made by the College Accountant and placed before Finance Sub-committee.

Audit

The audit is conducted in accordance with auditing standards generally accepted in India. Internal audit by the registered auditor is in practice after completion of each financial year and the external audit is done by Government of India.

Internal Audit

- The financial affairs are managed and monitored by the Bursar, Accountant and Finance

Committee headed by the Principal.

- For Internal Audit, the college appoints a qualified Chartered Accountant with approval from the Governing Body. The Chartered Accountant meticulously audits the finance- related documents for all transactions.

External Audit

- The external audit takes place annually after the completion of every financial year under and External Auditor recommended by the Government of West Bengal. Departmental Accession Register, Dead Stock Registers/Purchase Registers are physically checked.
- The Utilisation of each Grant is audited separately by the external auditor.
- Every effort is given to maintain transparency in the financial records.
- Upon meeting all the norms, the final and signed audited report is presented before the Finance Sub-committee and placed in record.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

IQAC has been undertaking various programmes for the upliftment of the institution from time to time. Some of the initiatives taken by IQAC for the quality assurance are enlisted:

? To enrich and rejuvenate teachers through training and orientation programmes like staff training programmes, Skill enhancement programmes, Faculty Development Programmes

?To enhance computer operating skills for the non teaching staff related to skill enhancement in computer operation

? Inter-departmental teacher-exchange programme started with the departments (such as Psychology and Philosophy) and is a regular activity since then with the support and encouragement from IQAC

? Career Counselling Cell under the aegis of IQAC has been established in the college with a focus to introduce job opportunities for the students. The cell has been playing quite an active role in promoting job- orientated facilities for the students and makes them aware about the importance of economic independence of women

? IQAC plays an important role in organising the End-Semester Examination as per the schedule given by University of Calcutta

? As part of its duty IQAC supervises and guides Career Advancement Scheme (CAS) of faculty-members and helps them to process their documents to be placed before the Screening Committee.

? IQAC oversees the entire teaching-learning process of the institution. IQAC functions in collaboration with various committees formed by the Teachers' Council to decide upon effective teaching-learning

process, infrastructure facilities and curriculum delivery.

? Different methods of teachings, like ICT based, chalk and talk, participative learning, are adopted according to the need of the respective departments. IQAC continuously pays attention to the need of any updation or alternation to the method adopted.

? According to the schedule layed down by the departments in consultation with IQAC, periodic review of the performance of the students is done through class tests, mock test, student presentation, diagnostic test etc. to identify advance, average and slow learners. Results are analyzed and then IQAC suggests necessary actions to be taken by the departments for the improvements of the students.

? Involvement of students and curriculum enrichment is ensured through different types of extension activities like webinars, web- based workshops, student presentations, poster-making and slogan-writing, quiz, extempore, debate on various issues of contemporary interest etc.

? During the pandemic situation, IQAC encouraged the teachers to adopt certain innovative processes like Google Classroom, Google Meet, Zoom, WhatsApp, Email etc to facilitate online teaching-learning. Study materials were sent through these online platforms.

? IQAC has taken initiatives to help and support the college library for easy accessibilities of books by introducing Digital library facilities like INFLIBNET- NLIST and e- resources which provide a repository of articles and e- books for teaching and research purposes.

? IQAC encourages young teachers to pursue doctoral research while experienced teachers are encouraged to act as research guides. This initiative has already shown positive results

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

As one of the oldest centre of female education in Bengal, Victoria Institution (College) has played a prominent role in breaking gender stereotypes and empowering women through education, for so many decades now. With time the Institution has devised novel means and measures of promoting gender equity amongst our students and faculties alike, sensitizing them against any form of gender discrimination/ injustices; propagating the message of equality and inclusivity to instill within them the very spirit of self reliance & self worth .

The Institution promotes gender sensitization through various **curricular and co-curricular activities:**

- There are special modules dedicated to gender oriented issues in the University ordained syllabi of subjects like Bengali, English, Political Science, History, Philosophy and Psychology which invariably helps to initiate academic discussion on a wide range of gender relevant topics. Students' talk, Seminars, Extension lectures pertaining to those areas of the curriculum are conducted by the respective departments on a regular basis.
- The Departmental E-Magazine and Wall Magazine run by the departments of English and Political Science, that focuses exclusively on the gender question, has further provided the young girls a platform of their own to ventilate their thoughts and opinions in this regard and engage in deeper reflection and research on gender studies.
- The Central Library holds a special collection of books on Gender centric issues, which the students are encouraged to read. A special book exhibition have been conducted in this regard to draw the attention of the readers and to pique their interest in this area of study.
- Celebration of International Women's Day and extension activities in observance of special days like National Girl Child Day, International Day of Violence Against Women, International Day of Women and Girls in Science are also conducted by the different departments to raise awareness amongst the students.
- Workshop, Seminars and Awareness Programmes on gender sensitization, psycho-social wellbeing, women's health and hygiene are organized by the IQAC, Women's Cell, NSS Unit all the year round for both the faculties and students.
- The college runs an Add-on course on Karate to teach self-defense skills to young girls and emphasize the importance of physical fitness. The college has an active NCC unit as well that endorse a greater sense of empowerment in our female candidates.

Facilities: To ensure a safe space for everyone, the college has on-campus CCTV surveillance, security personnel (both male and female). Entry into college campus is permitted on producing identity cards.

The college has a strong redressal system in the form of Grievance Redressal Cell, Internal Complaint Committee, Anti-Ragging Cell.

The Women's Cell works actively towards raising awareness and addressing any gender relevant issues.

'Victoria Care', the psychological counselling initiative of the college works towards ensuring the psycho-social wellbeing of the students, providing the right kind of assistance to those in need.

There is a common room, gym, clean and well-maintained washrooms for the students. Installation and maintenance of sanitary napkin vending machine in the common room has been ensured.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

  1. **Alternate sources of energy and energy conservation measures**
  2. **Management of the various types of degradable and nondegradable waste**
  3. **Water conservation**
  4. **Green campus initiatives**
  5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The Institution posits a vibrant and positive campus culture where diversity and uniqueness is appreciated and celebrated without discrimination. The institutional initiatives toward fostering an equitable learning environment includes:

• Prioritizing diverse representation in administrative, academic & non academic activities (for both students and faculties).

• Adhering to the mandates of the Government as well as the affiliating University in case of students' admission.

• Presence of the Backward Class and Minority Cell for support and sensitization.

• Effective feedback mechanism for all concerned.

- The spirit of Cultural and Communal harmony is ensured through the celebration of festivals like "Basanta Utsav", "Raksha Bandhan". "Iftar","Saraswati Puja" where students and teachers from different religio-ethnic background take part without any prejudice. The college also hosts fests like "Saradmela" and "Basontomela" within the campus where students are allowed to bring their families as well.

- **Linguistic Inclusiveness :**

  - To tackle the linguistic diversity in the classroom, our teachers have adapted a multilingual approach while imparting their lessons . Study materials are also prepared accordingly for the students. Reference books in different language versions are made available in central and departmental libraries.
  - The college celebrates International Mother Language Day to instill the importance of mother tongue among students. This day is commemorated through various cultural programmes . The Institution takes special care to ensure representation and participation of students from different linguistic and regional background during any cultural event or competition. Our teachers encourage, guide and engage our students in this respect so that they do not shy away due to their linguistic differences.
  - Recently the Department of Sanskrit introduced a special add-on course to inform students from other departments about the Classical Indian language and its ancient script. The course received a warm response as students as well as teachers from other language departments participated in the course with great enthusiasm.

- The Institution propels NSS, NCC and other cells to arrange outreach programmes around the college to instill a sense of social responsibility and civic obligation among the students, simultaneously providing scope for greater exchange and interaction without any bias of religion, social status or economic background.

- The Institution teaches students to be competent, disciplined, productively innovative while inculcating the fundamental values and ethics of a responsible citizen and a good human being. The Code of Conduct for students has been hosted on the college website to this effect.

Birth anniversaries of luminaries like Rabindranath Tagore, Keshub Chandra Sen, Swami Vivekanada et al are observed through commemorative events to inspire the students.

The Department of Philosophy made a significant contribution in this respect with their publication on 'Values of Indian Culture'.

The College has also formed an Electoral Literacy Club to enlighten students and engage them in activities like   Electoral Awareness, Vigilance Awareness programmes. Besides, events like Constitution Day, Republic Day, Independence Day are celebrated regularly. The introduction of compulsory value added courses (CVAC) under NEP has further contributed in rousing students' interest and awareness regarding constitutional rights and responsibilities.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

Title: Preserve and proliferate the green cover within the college campus and maintenance of the medicinal plant garden.

Objectives :

• Promote a sense of connectedness with nature, environmental consciousness, sustainable practices amongst the students and also neutralize the carbon footprint which a busy location like that of this college, is likely to produce.

• Allow students to learn and appreciate the value of traditional Indian Ayurveda in their daily lives.

Context :

College campuses play an important role in impacting students' mind on a daily basis, and those adorned with a green aesthetics exudes greater positivity. Victoria Institution (College) is blessed with a pleasant green cover that it aims to protect and proliferate. Educating the future generations about the significance of medicinal herbs , the traditional Indian knowledge system of Ayurveda is again a highly beneficial practice that our institution is working on and intends to focus upon in the coming days.

The Practice :

Events are organised to preserve and enrich this green cover. On the occasion of World Environment Day, Vanamahotsav every year plants are potted in the college campus with active participation and cooperation of the Teaching, Non – Teaching faculties alongside the students.

The College has formed a Nature Club to motivate and ensure direct involvement of the students in this regard. The club members formulate year round action plans to make significant contributions towards keeping the campus clean and green.

The members of the College NSS unit also undertake activities like garden maintenance, plant potting, beautification of college gardens annually.

The college is taking strict measures to transform the campus into a Zero Plastic Zone , regular sapling

plantation and their due maintenance is also given equal emphasis.

Under the supervision of the faculties of the Botany Department the Medicinal Plants Garden Rejuvenation Project has been successfully conducted.

In recent times the faculties and students together took the noble resolution of not compromising the green coverage despite future infrastructural reforms.

Evidence of Success :

Green and Environment Audit has been conducted successfully.

There has been considerable increase in the number of plants inside the campus. Lately the college has received a good number of saplings and shrubs from the Forest Department to enrich the greenery within the campus. The medicinal garden is thriving as well.

Students are taking active interest in the Green Campus initiatives and eco-friendly activities of the Nature Club.

The College has also conducted a Nature Study course which was well received by the students.

Problems Encountered :

The landscaping initiative is limited owing to space crunch.

Heritage building debunks any possibility of roof top plantation.

Some maintenance issues faced due to extreme weather situation , disturbance of animals.

Limited resources is another impediment that the college seeks to overcome.

2. Title: Multi-faceted learning and Skill Enhancement Programme

Objectives :

• Encourage Multidimensional, student-centered l**earning beyond curriculum.**

• **Promote empirical learning endeavours.**

• **E**quip students to face placement interviews and career related obstacles.

• **Encourage creativity by engaging students in varied extra-curricular activities.**

• Ensure holistic development.

 Context :

In this ever-evolving world of cut throat competition and increasing job fluidity, preparing the students for mere academic success is no longer enough. The focus ought to be more on how to guide them in navigating life beyond the academia, transform them into multi skilled, competent individuals. The 21st century emphasizes on learning beyond the curriculum with a view to promote critical thinking, innovation, inclusivity, student motivation, simultaneously fostering vital career skills and real-world readiness. The eventual transition from the previous 1+1+1 UG programme to the ongoing model of CBCS to the new Curriculum and Credit Framework under NEP has made this shift in modern educational approach all the more evident and tangible . Thus perceiving the need of the hour Victoria Institution (College) has come up with its own small initiative to orient the pupils in a novel direction, by helping them in acquiring new skills and identifying new possibilities and prospects. The plan is to prepare the young brigade for the challenges that awaits them, lend them greater flexibility in the job market, and instill within them the spirit of self reliance.

The Practice :

• Courses on Communicative English and Soft Skills, Life Skills and Digital Literacy were organised keeping in mind the future career prospects of the students This highly demanding course was conducted by Naandi Foundation (NGO) in collaboration with the Mahindra Group.

• College has made the collaboration with different organisations like Bajaj Finserv Limited, George Telegraph so that students may sharpen their employability skills by availing job-oriented professional training

All these courses thus emphasize on confidence building, critical thinking, problem solving, conflict management and personality development measures to better equip our candidates for placement interviews and similar situations.

• Computer Training and Literacy Programme in collaboration with WEBEL Technology Ltd. (Govt. Of West Bengal undertaking) , is another career oriented certified course on computer applications that enable pupils to hone their professional skills alongside their academic accomplishments.

• Add-on Course on Photography , offers greater professional scope for the creative minds.

• Self defense Course on Karate to impart life skill lessons and help the girls brigade to become psychologically, intellectually and physically strong, prepared for the many challenges of the modern society.

• Course on Use of Arduino was conducted by the Dept. of Physics to prepare the students for the new edge technologies as Arduino, an electronic proto-typing which is the gateway to Automation / Robotics. This course helped in sensitizing the students regarding Environmental issues as well as the technological need of the present.

• Engaging students in several Activity clubs and skill based workshops like Dramatic Arts , Mime etc.

Evidence of Success :

Active participation of students in defferent events and competitive exams.

Reflection of their new skills in various college activities.

Problems Encountered:

Time adjustments and pressure of University examinations.

Parents holding on to the conventional mindset.

Lack of funds acts as a major hindrance in execution of plans.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Title: Our Heritage, our Inspiration

Victoria Institution (College) was established during the glorious period of Bengal Renaissance by one of the flag bearers of the movement, Brahmananda Keshub Chandra Sen. He was one of the pioneers of women's education and a visionary social reformer. The college has already completed its journey of more than 90 years in imparting women's education and it continues to carry forward the legacy which was seeded by its founder. The residential quarters of Brahmananda Keshub Chandra Sen popularly known as Lily Cottage (*Kamal Kutir*) located at 78-B, A.P.C. Road, is the present site of Victoria Institution (College). The college also houses within its campus the '*Nabadevalaya*' where in Keshub Chandra Sen had initiated a break away socio-spiritual reform movement from Brahmo Dharma / Samaj, known as the '*Nabavidhaan*'. Victoria Institution (College) not only stands as a testimony to the history of social reformation movement of Bengal but also as an institution serving the same purpose. Kolkata being one of the epicentres of socio-political reformation in 19th century colonial India, the college stands out to be the first of its ilk which propagated the spirit and necessity of women's education.

West Bengal Heritage Commission (Government of West Bengal) has listed Victoria Institution (College) campus as one of the integral heritage sites of Kolkata. The enlistment was done on 5th September, 2006 by the organisation. The Commission rightly states that, 'Kamalkutir' or 'Lily Cottage' is

the place which bears the footprints of Thakur Ramkrishna Paramhansadev, Swami Vivekananda, Sri Girishchandra Ghosh, Kabiguru Rabindranath Tagore and other luminaries of 19th and 20th century. In 1927 Maharani Suniti Devi of Coochbehar, the eldest daughter of Keshub Chandra and President of the Governing Body of the Institution, bought the entire property of Lily Cottage - the present premises of the college and donated the same to Victoria Institution through a trust deed. A steady rise in the enrolment and progressively good academic results prompted Suniti Devi and other members of the Governing Body like Sucharu Devi, Dr. Bidhan Chandra Roy, and others to dream that the seeds of female education sown by Keshub Chandra Sen should grow into an institution of higher education, teaching modern courses under the University of Calcutta. Thus, Victoria Institution College came to be affiliated under the University of Calcutta in 1932. Unfortunately, Maharani Suniti Devi did not live long to see the progress of the college. After her demise on November 1932, a solemn memorial service was held in Kamal Kutir, presided over by none other than Rabindranath Tagore himself. Beside the residential quarters and the burial ground of the Sen family members (a testimony to Brahmo tradition) the college also possess a priceless collection of rare books, furniture and few personal belongings of Keshub Chandra Sen. The College Central Library has a priceless collection of 269 rare books on the life and contributions of Brahmananda Keshub Chandra Sen towards the cause of women empowerment. The collection is labelled separately as J.M. Collection in the central library. It is through such citations that the historical significance and heritage value of the college has travelled far and wide. This in turn has brought individual researchers several times to the college for gathering information.

The pride and interest that the teachers and students take in this heritage value of the college and its priceless legacy eventually culminated in the formation of a Heritage Club, dedicated towards preserving of the same.

The overall mission behind this endeavour is to engage students in research, preservation and cataloguing multiple snippets of the history creating a repository of knowledge, for posterity. Interested students members engage themselves in rudimentary research aimed at collecting old photographs of intrinsic historical value, pamphlets, secondary research material like old biographies, for the benefit of future researchers. The present age being the age of information, the Institution further intends to make the best of it by engaging students in researching, and collating whatever worthwhile information related to the history of Bengal Renaissance, life and contribution of Brahmananda Keshub Chandra Sen is available in the public domain. All such finds, be it an old photograph or an old report or a scholarly exposition are collected and displayed under the Digital Archives section of the College Website. Digital preservation of the are books under J.M. Collection will also be taken up by the College soon. Since these books are an eclectic collection of biographies, philosophical commentaries, translation of old texts it will also compliment the pursuit of Indian Knowledge System which the College prioritizes.

The college is seriously devoted towards the preservation of the old residential quarters which form an integral part of the college premises. To further this cause, college administration maintains a regular correspondence with the members of Adi Brahmo Samaj to carry out any restorative work through active collaboration. The primary commemorative days like the birth and death anniversary of its founder, Brahmananda Keshub Chandra Sen is carried out with the active participation of the members of Adi Brahma Samaj each year by the college. A marble plaque has been mounted adjacent to the entrance of the family burial ground of Brahmananda Keshub Chandra Sen. The plaque encapsulates a brief history of this institution and the contribution of Brahmananda Keshub Chandra Sen along with his daughters towards the cause of women's education, in both English and Bengali. The overall purpose of this installation is to instil a sense of collective pride and identity among the teachers, students and staff of the college.

Through all such practices the college intends to uphold, preserve, and nurture the institutional distinctiveness. All the endeavours and activities that the college undertakes aiming at showcasing, nurturing, and preserving its distinct identity as one of the old and significant institutes of higher learning for women. The college celebrated its legacy of ninety years 2023 during the annual prize distribution ceremony and has already set in motion the elementary preparations leading towards the celebration of its centenary in 2032.

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

5. CONCLUSION

Additional Information :

"*Nabadevalaya*", nestled within the serene confines of Victoria Institution (College) grounds, stands as a testament to the rich historical legacy and spiritual essence of the institution. At its heart lies the "Upasanalay" prayer room, a revered space carrying sacred footprints of luminaries like Thakur Ramkrishna Paramahansa, Swami Vivekananda, Rabindranath Tagore and many others infusing the college with an aura of wisdom and enlightenment. This spiritual hub is not just a physical structure but a symbol of visionary endeavours pioneered by the college's founder, Brahmananda Keshub Chandra Sen, and his daughters, Suniti Devi and Sucharu Devi. Their dedication to fostering a holistic educational environment, blending academic excellence with spiritual growth, has shaped "*Nabadevalaya*" into a tranquil sanctuary of spiritual rejuvenation.

The college has introduced a comprehensive approach known as VIC Care to address the mental health and well-being of its students. Spearheaded by the Department of Psychology, this initiative focuses on providing personalized counseling and support services tailored to the unique needs of students who have experienced or witnessed traumatic events or violations. In addition to offering counseling services, the Department of Psychology emphasizes prevention and early intervention strategies. They provide psychoeducational programs focusing on stress management, resilience building, healthy relationships, and self-care techniques. These programmes equip students with valuable skills and empower them to take proactive steps in maintaining their mental health and well-being.

Recognizing the college's continuous commitment to student well-being and holistic development the Education Directorate, Government of West Bengal, selected it as the host college to organise the Inter College State Sports and Games Championship 2023-24 in North Kolkata District with a grant of Rs 2,67,023/-. Total of 24 colleges participated, showcasing the institution's commitment to sports. Additionally, the College was awarded a grant of Rs 175,000 to organize a three-day workshop on "Environmental Economics" in collaboration with the Indian Council of Social Science Research- Eastern Regional Centre. This initiative highlights the college's dedication to promoting interdisciplinary learning and addressing contemporary environmental challenges through academic partnerships. In essence, The college embodies a harmonious blend of heritage, spirituality, academic excellence, and social responsibility, enriching lives and shaping futures.

Concluding Remarks :

Victoria Institution (College), being affiliated to the University of Calcutta, aligns its academic structure with the university's guidelines and encourages faculty to utilize innovative teaching learning methodologies, enriching the student experience.

The institution fosters awareness among students regarding national and global issues such as gender equality, environmental sustainability, ethical values through various add-on-courses, exchange programs, invited talks and field visits. Additionally, the college offers a myriad skill enhancement programs, including life-skill and soft skill development courses, to enhance students' physical and interpersonal abilities. Continuous feedback mechanisms ensure ongoing improvements and effective communication with stakeholders.

Benefiting from a favourable student-teacher ratio, students from various backgrounds thrive in an environment that prioritizes personalized attention. The institution employs effective evaluation methods, including mapping

Course Outcomes (COs), Program Specific Outcomes (PSOs) and attainment calculation through semester result analysis, internal assessments, and feedback channels. The Research and Development Cell facilitates innovation through workshops and seminars, while faculty contributions to renowned journals enhance research initiatives. Collaborative agreements with other institutions via MOUs augment academic and societal impact.

The college's NSS and NCC units engage in outreach activities like visits to local slum areas, old age homes, orphanages and organise awareness campaigns on health and hygiene. Faculty involvement in NGOs further contributes to societal welfare, with initiatives including documentary productions addressing social issues.

The campus blends historical charm with modern amenities, prioritizing safety through CCTV surveillance, Wi-Fi connectivity, well-equipped ICT classrooms, laboratories, library, hostel, infirmary, canteen, gymnasium, playground, seminar hall, auditorium, ramps and disabled friendly toilet fostering inclusive student development.

Led by visionary leadership, the college follows participative management and structured operations, executing strategic plans effectively. Collaborations with organisations such as WEBEL, BAJAJ FINSERV Ltd, NANDI Foundation and George Telegraph institution enhance student employability and entrepreneurial skills. Various scholarships, both governmental and institution-specific, promote educational accessibility and excellence.

With a strong legacy in women's education and empowerment, the institution demonstrates commitment to gender equality through various initiatives and a heritage club promoting cultural awareness. This holistic approach, integrating academic rigour, cultural preservation, research excellence, and institute/industry partnerships, positions Victoria Institution (College) as a leader in comprehensive education.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.4.1	*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website* Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies Remark : DVV has made changes as per the report shared by HEI.
2.6.3	**Pass percentage of Students during last five years (excluding backlog students)** 2.6.3.1. **Number of final year students who passed the university examination year wise during the last five years** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
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338	422	766	674	478 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
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325	402	741	655	459 | 2.6.3.2. **Number of final year students who appeared for the university examination year-wise during the last five years** Answer before DVV Verification: | 2022-23	2021-22	2020-21	2019-20	2018-19
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632	568	808	687	691 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
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632	568	808	687	691	 Remark : DVV has made changes as per the report shared by HEI.
3.3.1	**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years** 3.3.1.1. **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
8	8	10	11	16

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
00	8	10	11	16

Remark : DVV has made changes as per the report shared by HEI

3.3.2 | **Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

   3.3.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
25	24	11	7	15

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
21	19	10	6	13

Remark : DVV has made changes as per the information available.

3.4.3 | *Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years*.

   3.4.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
14	8	7	6	5

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
14	8	8	6	5

Remark : DVV has made changes as per the report shared by HEI.

3.5.1	*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*
	Answer before DVV Verification :
	Answer After DVV Verification :25
	Remark : DVV has made changes as per available information.
4.3.2	**Student – Computer ratio (Data for the latest completed academic year)**
	4.3.2.1. **Number of computers available for students usage during the latest completed academic year:**
	Answer before DVV Verification : 63
	Answer after DVV Verification: 56
	Remark : DVV has made changes as per the report shared by HEI.
4.4.1	*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*
	4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**
	Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
24.13	25.70	18.02	30.39	23.99

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
12.74	13.78	8.08	17.03	10.88

Remark : DVV has made changes as per the report shared by HEI.

5.1.3	**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**
	5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**
	Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
75	181	197	269	94

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19

| 68 | 175 | 188 | 258 | 83 |

Remark : DVV has made changes as per the data given.

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

5.3.1.1. 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 wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
12	6	10	7	3

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
4	1	3	1	0

Remark : DVV has made changes as per the report shared by HEI.

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
27	22	9	11	9

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
24	18	7	10	8

Remark : DVV has made changes as per the data given.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 105 Answer after DVV Verification : 97