



The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution	KIDDERPORE COLLEGE
1.2 Address Line 1	2 & 3 PITAMBER SIRCAR LANE
Address Line 2	
City/Town	KOLKATA
State	WEST BENGAL
Pin Code	700023
Institution e-mail address	kidderporecollege@gmail.com
Contact Nos.	033-2459-7790 /7900
Name of the Head of the Institution:	DR. MD. TAIMUR RAHMAN
Tel. No. with STD Code:	033-26727790
Mobile:	9434427239



Name of the IQAC Co-ordinator:

DR. RUMA CHATTERJEE

Mobile:

9433113733

IQAC e-mail address:

kdpciqac@gmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) _WBCOGN11333kidderpore college, kolkata_____

1.4 Website address:

www.kidderporecollege.com

Web-link of the AQAR:

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

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	72.5	2004	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

13/09/2005

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

2013 -14



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

- i. AQAR _____ 2004-05 _____ (08/12/2005)
- ii. AQAR _____ 2005-06 _____ (02/01/2007)
- iii. AQAR _____ 2006-07 _____ (08/12/2008)
- iv. AQAR _____ 2010-11 _____ (23/11/2015)
- v. AQAR-----2011-12----- (24/11/2015)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)



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

UNIVERSITY OF CALCUTTA,
KOLKATA

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

Autonomy by State/Central Govt. / University

NA

University with Potential for Excellence

NA

UGC-CPE

NA

DST Star Scheme

NA

UGC-CE

NA

UGC-Special Assistance Programme

NA

DST-FIST

NA

UGC-Innovative PG programmes

NA

Any other (*Specify*)

UGC-COP Programmes

NA

2. IQAC Composition and Activities

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

0

2.4 No. of Management representatives

2

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

0

0



2.8 No. of other External Experts

2.9 Total No. of members

10

2.10 No. of IQAC meetings held

3

2.11 No. of meetings with various stakeholders:

No.

3

Faculty

2

Non-Teaching Staff /Students

1

Alumni

0

Others

0

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)✓

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

0

International

0

National

0

State

0

Institution Level

0

(ii) Themes

NA

2.14 Significant Activities and contributions made by IQAC

- i) IQAC suggested the Principal to put forward the requisition with the WBCSC for filling up the vacant post.
- ii) IQAC suggested the repair and renovation of class room benches (high and low) and fire fighting system installation.
- iii) IQAC suggested the authority to approach higher education department for Hons in Geography and Journalism & Mass Communication Department.
- iv) IQAC suggested to form the on line admission committee and wifi committee .
- v) IQAC suggested for renovation and reconstruction of office premises.
- vi) The old students canteen was dismantled and new canteen was constructed in place.
- vii) NCC has also displayed Guard of Honour to the Mayor of Calcutta at the initiative of IQAC.



2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. The building subcommittee planned to repair and renovate the college building.	1.The college building was repaired and painted.
2. The existing students canteen of the college should be dismantled and the new canteen to be constructed in its place.	2.The work of the construction of Students canteen came under process.
3. A.C to be installed phase wise after doing required Civil Work.	3. The required civil work was accomplished.
4. Replacement of old electric wiring keeping in view of increasing load capacity.	4. The work of replacing the old electric wire was started.
5. Action taken to encourage the students to take part in NSS & NCC.	5. Increase in the number of student in NSS & NCC.
6. Facilitating faculty maturation to adopt new knowledge.	6. Facilitating paper presentation & participation by teachers at various seminars / symposia / workshops / Refresher Courses / Orientation Programmes.

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

AQAR (2013-14) WAS PLACED IN THE IQAC AND THEN FORWARDED TO GOVERNING BODY OF THE COLLEGE FOR APPROVAL. THIS IS UPLOADED TO OUR COLLEGE WEBSITE.



Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	16	0	04	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	16

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

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

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

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

No revision of the syllabus by the parent university

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

NO



Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
24	13	11	0	

2.2 No. of permanent faculty with Ph.D.

14

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
3	1							3	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

GL-18

PTL-15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	4	1
Presented papers	1	5	3
Resource Persons			

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

- 1) Information is properly communicated to the stakeholders through college website, and notice board of the college.
- 2) Admission is strictly on the basis of all rules & regulation, seat reservation policy of affiliated University and government.
- 3) College provides prospectus at the time of admission of the students stating the information about fees structure, student support, and Academic calendar.
- 4) Group discussion among students on different subject matters is also held.
- 5) To teach the students in a more illustrative and understandable way, teachers use Laser projector and laptops (for small groups of students) for screening films relevant to their text in the class room.
- 6) Number of special lectures by university professors are arranged by the departments.



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

184

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

NA

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

3

2.10 Average percentage of attendance of students

75% of attendance in both theoretical and practical classes is mandatory to appear in the University examinations. However, sometimes on providing satisfactory grounds students with less percentage also are allowed to appear in the university

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A /B.Sc(Hons)						
BNGA	04			04		100%
ENGA	03		2	03		100%
ECOA	NIL					
EDCA	05			04		80%
HINA	15			12		80%
HISA	02			02		100%
PHIA	NIL					
PLSA	02			01		50%
URDA	7			7		100%
B.A (gen)	65			25		39%
B.Com (Hons)	44		05	9		100%
B.Com (Gen)	65			24		36%



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

IQAC suggested that at the beginning of each session the TIC and Departmental heads meet to prepare the Annual Plan. The IQAC also reports on the academic performance of the students on the basis of their performance in the Mid-term, Selection Test and day-to-day interaction so that the TIC can act on it. The IQAC has taken initiative to introduce Student Feedback from outgoing students and give a report to the TIC & the Management.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14	3		2
Technical Staff	1			



Criterion – III

3. Research, Consultancy and Extension

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

- i) Coordinates the departmental heads to organise departmental and interdepartmental seminar, quiz, debate. Also helps them to receive grants to pursue those activities.
- ii) Creates the environment so that teachers could apply for different research projects.
- iii) Initiated the creation of research and publication committee for monitoring the research work undertaken by the faculty and also encourage the committee to provide inputs for further research.
- iv) Faculty are granted study leave and duty leaves to pursue research work and present papers in seminars and conferences.

3.2 Details regarding major projects: NA

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number			1	
Outlay in Rs. Lakhs			1.60 LACKS	

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS



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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	1	UGC	1.60 LACS	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : NA

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

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

3.13 No. of collaborations: NIL International National Any other

3.14 No. of linkages created during this year



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

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

NIL

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

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

Total	International	National	State	University	Dist	College

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level



3.23 No. of Awards won in NSS: Nil

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

3.24 No. of Awards won in NCC: Nil

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

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>		
NCC	<input type="text" value="4"/>	NSS	<input type="text" value="1"/>	Any other	<input type="text" value="1"/>

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

- Womens Forum organized a programme on communal harmony in collaboration with Syayam.
- Womens Forum conducted awareness programme in collaboration with Swayam
- NSS Programme on cancer awareness.
- NCC has also displayed Guard of Honour to the Mayor of Calcutta.



Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	Campus area	18 kt. 11ch	NIL	NA
Class rooms	Class rooms	18	NIL	NA
Laboratories	Laboratories	1	NIL	NA
Seminar Halls	Seminar Halls	0	0	NA
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	No. of important equipments purchased (\geq 1-0 lakh) during the current year.		1	UGC
Value of the equipment purchased during the year (Rs. in Lakhs)			0.0357	
Others				

4.2 Computerization of administration and library

The computerisation process of administration has been initiated but computerisation in library has been under process.



4.3 Library services:

Year 2013-14

<u>Year 2013-14</u>	Existing		Newly added	
	No.	Value (₹.) (Actual price)	No.	Value (₹.)
Total no. of Books	28156	705387 (2010-14)	497	122610
Text Books (2010-14)	2562 (2010-14)	656207 (2010-14)	492	121270
Reference Books (2010-14)	108 (2010-14)	43735 (2010-14)	5	1340
e-Books	9	-	9	-
Journals	Existing Titles- 82	Not known	6 issues	Subscription rate of 2 History journals- 4000/year
e-Journals	Nil	-	Nil	-
Digital Database	Nil	-	Nil	-
CD & DVD	20	1599 (included in total amount)	20	1599 (included in total amount)
Others (specify) 1. Periodicals 2. Newspapers (July.2013-June 2014)	1. 24 Periodicals incl. EPW (52 issues)(paid) 2. 4 newspapers		139 issues (paid); 51 issues (Pre-paid & free)	1. 5148.00 2. 3024.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	31		3	3	6	1	0	
Added	0							
Total	31		3	3	6	1	0	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology



upgradation (Networking, e-Governance etc.)

The administration of the college is computerised. Internet facility is available in the teachers reading room , Principal's Chamber, Computer labs and library.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Nil
ii) Campus Infrastructure and facilities	.78924
iii) Equipments	0.0650
iv) Others	
Total :	0.85424

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC encouraged the minority students to apply for Minority Scholarship Grants sanctioned by WB Govt and took the initiative to disburse the grant.

IQAC encourages Womens forum to organise different awareness programs for the students and sensitise them towards the social evils which imperil our society.

The IQAC suggested the NSS units to involve larger number of students in extension activities of social relevance.

5.2 Efforts made by the institution for tracking the progression

Evaluation of students has been done on a regular basis through Class test, mid term and test examination.

Remedial classes are arranged for supporting minority and economically backward students.

Parent teacher meeting has been done periodically.

UG	PG	Ph. D.	Others
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5.3 (a) Total Number of students

1436			
------	--	--	--

(b) No. of students outside the state

63

(c) No. of international students

04

	No	%		No	%
Men	810	56.4	Women	626	43.5

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1326	10	01	50	00	1387	1387	08	0	34	07	1436

Demand ratio

Dropout %

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

The college used to operate an 'entry into service cell' to impart coaching for competitive exams till 2012. However due to paucity of fund the cell ceased to operate since 2013.

No. of students beneficiaries

N.A

5.5 No. of students qualified in these examinations NA

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

5.6 Details of student counselling and career guidance

The regular psychological counselling of the students is done in class as and when required. However, career guidance related counselling could not be done due to circumstances hardence.

No. of students benefitted

Data not maintained



5.7 Details of campus placement NA

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

IQAC encourages Womens forum to organise different awareness programs for the students and sensitise them towards the social evils which imperil our society.

Womens Forum organized a programme on communal harmony in collaboration with Swayam.

Womens Forum conducted awareness programme in collaboration with Swayam

NSS Programme on cancer awareness.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level



5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution (Amt. disbursed)	145	32950
Financial support from government (Amt. Received)	425	30,68,430
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives :NIL

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Regarding admission, facilities for students ---
Matters resolved through discussion and talk.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The college endeavours to uplift the quality of the students by means of educational advancement including all-round development. The college also strives to ensure the uplift of the students who come from diverse social, religious and cultural backgrounds. It is also a mission of the college to disseminate basic human values, cosmopolitan and universal outlook, premised on nurturing cultural pluralism, social cohesion and harmony among the students who are the harbingers of social change.

Keeping the mission stated above the college intends to enhance academic excellence, advancement of knowledge and man- making , development of healthy atmosphere by inculcating basic human values and observing cultural, social, recreational activities as far as possible within the campus.



6.2 Does the Institution has a management Information System NA.

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

6.3.1 Curriculum Development

This is outside the purview of the college. It is under the authority of the affiliating university.

6.3.2 Teaching and Learning

1. The teachers organise departmental meetings on regular basis to evaluate the degree of progress by the students and the difficulties encountered by the students in comprehending the subject matter. Accordingly the teachers plan their future course of teaching and curriculum delivery.
2. The departments organize students' seminars, quiz contests, poetry/drama workshops.
3. Technology enabled Teaching Learning process practised in college. LCD projectors and overhead projectors are used for teaching occasionally.
4. Remedial classes by guest lecturers are arranged for minorities and educationally and economically backward students.

6.3.3 Examination and Evaluation

Apart from the annual examinations mid-term , selection tests and Unit Test have been introduced to evaluate students' performance.

6.3.4 Research and Development

1. Teachers are kept updated about the funding opportunities related to research.
2. Creates the environment so that teachers could apply for different research projects.
3. Research and Publication Committee has been established to promote research awareness among the teachers as well as the students.
4. Necessary infrastructural support is provided for research work.



6.3.5 Library, ICT and physical infrastructure / instrumentation

College provides facility of institutional membership of British Council Library to the college staff. To teach the students in a more illustrative and understandable way, teachers use Laser projector for screening films relevant to their text in the class room.

6.3.6 Human Resource Management

The human resource of the college is utilized in a free and democratic manner. For the management of the students affair, the college has a Students Union whose elections are held annually as per the University Statute. The Teachers' Council and the Non-Teaching Staff Association look after the affairs of the teaching and non-teaching staff respectively. Apart from that the Teachers remain available even outside the Class either in the Library or in the Teachers' Room or in the Teacher's Computer Room for students' counselling. Above all, there is a Governing Body that manages and develops human resource of the college.

6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited transparently as per Government norms/rules.

Faculty members are recruited by the College Service Commission. The Guest teachers are recruited by an expert committee which includes a University expert and a subject expert.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

- 1) Admission is strictly on the basis of merit. All rules & regulations, seat reservation policy of the affiliated University and government are followed. All information is properly communicated to the stakeholders through college website and the notice board of the college.
- 2) College provides prospectus at the time of admission of the students stating the information about fees structure, student support, and Academic calendar.



6.4 Welfare schemes for

Teaching	Group insurance, Provident Fund, Festival Advance.
Non teaching	Group insurance, EPF, Festival Advance.
Students	Free Studentship, Government Scholarships, Award, Prize

6.5 Total corpus fund generated

NA

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO			
Administrative	NO			

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

For UG Programmes Yes No

For PG Programmes Yes No

University of Calcutta holds and declares results of Under Graduate courses; hence the college has no role to play regarding publication of results. The college publishes results of internal exams within three weeks.

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

NA

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

None

6.11 Activities and support from the Alumni Association

The Alumni Association of this college did not emerge as a registered association during this year



6.12 Activities and support from the Parent – Teacher Association

Every department holds regular meetings with Parents, to provide them feedback about the progress and drawbacks of their wards. Regular feedback is taken from them and also their assessments are taken into account for the purpose of teaching and evaluation.

6.13 Development programmes for support staff

none

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

The NSS units of the college undertake extensive tree plantation programme on a regular basis. NSS garden is maintained in the college backyard.
Regular maintenances of drinking water purifier.

Criterion – VII

7. Innovations and Best Practices

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

- 1) A library portal containing the alphabetically arranged list of books available in the library has been inserted in the college website to enable the young learners gather a first hand information about the library books.
- 2) Extensive gardening has been adapted as an initiative to make the college environment eco-friendly.

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

1. Internet facility made available to all staff.
2. Remedial coaching offered to the weak students .
3. To overcome shortage of teachers, Guest Lecturers appointed by the college.



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

- i) Observance of Communal Harmony Day on December 6, 2013 by Womens' Forum in collaboration with NGO SWAYAM.
- ii) Publication of annual wall magazine.

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

7.4 Contribution to environmental awareness / protection

- 1)The NSS Units of this college periodically undertake extensive tree plantation programme to make the campus eco-friendly.
- 2)The final year students of all the departments have to take up the subject of environment as a compulsory paper and prepare projects relating to different aspects of environment.
- 3)The students of some of the social sciences notably Political science have to study chapters related to environment. For example they have to study the different environmental movements in the politics of India.

7.5 Whether environmental audit was conducted? Yes No



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

SWOT ANALYSIS:

STRENGTH : The chief strength of this Institution is the cohesive spirit of all stakeholders in building the institution and steering it in the right direction. The college has well qualified, sincere and dedicated faculty, motivated and efficient non-teaching staff as well as responsive and meritorious students from diverse socio-economic background. A variety of undergraduate courses are offered by this institution. Effective delivery of curriculum is ensured through regular classes, systematic evaluation and remedial classes for the backward and slow learners. The student support mechanism of the college includes medical check-up, regular physical training, career counselling and financial assistance through Students' Aid-Fund Scheme. The convenient location of the institution with good communication network enables the students from different parts of the city and its suburbs to reach the college. The students are exposed to a multi-lingual and multi-cultural environment which enables them to develop as good and tolerant citizens of a diverse India.

WEAKNESS : Due to the lack of availability of adequate space the expansion of the college cannot proceed at a desirable pace. The adjacent land is illegally occupied by members of the local community. Due to the institutional policy of maximum access, the college has a high proportion of students from the neighbouring community most of whom happen to be 1st generation learners. The students of this community (coming primarily from Urdu/Hindi medium educational institutions) face a genuine difficulty in writing the subject matter in the University prescribed medium i.e. English/ Bengali. So the percentage of success of the students of this college is comparatively low.

OPPORTUNITIES: The College has made persistent attempts in the direction of the expansion of the college building through acquisition of the land adjacent to the college with the aim of introducing the science degree course and some other departments.

THREAT : Poor attendance is a major threat. Since most of the students come from poor economic background, they are often engaged in part-time jobs. Secondly students lack good communication skill in English or Bengali—the medium of instruction and evaluation prescribed by the University of Calcutta. Finally lack of space due to illegal acquisition of the land hinders the all round development of the college.



8. Plans of institution for next year

1. The repairing and painting works of the college building to be undertaken.
2. The upgradation of college library by purchasing new library equipments.
3. The continuation of the computerisation process of administration.
4. Remedial coaching classes for the weak students and tutorial classes for the advanced learners to be continued.
5. Guest lecturers to be appointed by the college to overcome the shortage of full time teachers.

Name Dr Ruma Chatterjee

Name Dr Taimur Rahaman

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme



CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission



Annexure (ii)

KIDDERPORE COLLEGE

ACADEMIC CALENDAR – 2013-14

JULY 2013	
1 Mon	B.A/B.Sc./B.Com 1 st year Admission Work C.U. B.A/B.Sc./B.Com part-I+Part II Exam + Other academic work
10 Wed	Holiday (Rath yatra +Id-ul-fitr)
20 Sat	B.A/B.Sc./B.Com 1 st year & 3 rd year classes commence
AUGUST 2013	
1 Thrs	B.A/B.Sc Part II General exam begins
9 Fri	Holiday (Id-UI-Fitr)
10 sat	Holiday (Id-UI-Fitr)
15 Thrs	Independence Day
26 Mon	BA/ BSc Part I Hons exam begins
28 Wed	Holiday (Janmastmi)
SEPTEMBER 2013	
28 Sat	Freshers welcome.
OCTOBER 2013	
1 Tues	Holiday(College Foundation Day)
2 Wed	Holiday (Gandhi Jayanti)
4 Fri	Holiday (Mahalaya)
10 Thrs	Puja Holiday Begins
NOVEMBER 2013	
6 Wed	College reopens.
9 Sat	Chhat Puja
11 Mon	Holiday (Jagadhatri Puja)
15 Fri	Muharram
17 Sun	Holiday (Guru Nanak Birthday)
25 Mon	1 st yr.+2 nd yr.+3 rd yr. Mid-Term Test begins
DECEMBER 2013	
7 Sat	3 rd year mid-term result
12 Thrs	College sports Day
14 Sat	1 st & 2 nd year Mid-term Result
19 Thrs	College Annual Social
25 Wed	Christmas Holiday.
26 Thrs -31 Tue	Winter Recess.
JANUARY 2014	
1 Wed	New Years Day
2 Thrs	College reopens



7 Tue	B.A/B.Com 3 rd year Hons selection test begins
14 Tue	Holiday (Fateha Duaz Daham)
20 Mon	B.A/B.Com IIIrd Year General selection test.begins
23 Thrs	Holiday (netaji's birthday)
24 Fri	Holiday (C.U foundation day)
25 Sat	Holiday (Maghotsav)
26 Sun	Republic Day
FABRUARY 2014	
1 sat	B.A/B.Sc/B.Com part III Examination form fill-up starts.
4 Tue	Sarswati Puja Celebration
5 Wed	-do-
6 Thr	CU Supplementary exam of B.com Part I
8 Sat	2 nd year selection test begins
10 Mon	CU B.com Part I Supplementary exam.
17 Mon	B.A/B.Com Part II Hons selection test.
27 Thrs	Holiday (Shivratri)
MARCH 2014	
4 Tue	CU compulsory exam of B.A Part I.
7 Fri	CU B.Com compulsory exam of Part I.
13 Thrs	B.A/B.Com Part I selection test.
16 Sun	Holiday (dol)
17 Mon	Holiday (Holi)
18 Tue	Part I Selection test
APRIL 2014	
4 Fri	1 st year form fill up begins ..
14 Mon	Holiday (Chaitra Sankranti)
15 Tue	Holiday (Bengali New Year)
18 Fri	Holiday (Good Friday)
19 Sat	Holiday (Easter Saturday)
MAY 2014	
1 Thrs	May Day
9 Fri	Holiday (Rabindra Jayanti)
14 Wed	Holiday (Buddha Purnima)
16 Fri ---30 June	Summer Recess



Annexure (iii)

Best Practices:

Best Practice I: Communal Harmony Day

1)Goal: The Women's Forum organizes a programme on 6th December every year as a mark of communal harmony, religious and cultural tolerance. The goal is to create and maintain an environment of tolerance and communal harmony in the college.

2)Context: The college is located in the Kidderpore area which is inhabited by people of diverse communities, professing different cultures and representing the salient features of different states of India. The observance of communal harmony stimulates the instinct of 'living together' among the students who hail from the neighbourhood. This programme also teaches the students to be sympathetic and sensitive towards the problems encountered by different communities.

3)The Practice: Every year a particular theme is chosen for the programme. For example, in 2013, the theme was "Suffering of Women during times of Communal Riot". The students, especially the female students, were asked to convey their opinions. A drama centering this theme was staged by the members of the NGO 'Swayam'. Suitable songs and dances were performed and the programme ended with the singing of the national anthem. The NGO 'Swayam' wholeheartedly cooperated with the Women's Forum in organizing this programme.

4)Evidence of Success: There is noticeable change in the outlook of the girls students. The male students also showed remarkable interest in arousing general consciousness.

5)Problems Encountered and resources Required: The most significant problem in this regard is the lack of a proper auditorium in the college ,as a result of which a particular classroom has to be chosen every time to organise the programme. Due to this constraint of space the programme is deprived of the importance and the vigour which it deserves earnestly. At this moment two essential resources required are – adequate space for the expansion of college and financial assistance to construct new building in the adjacent land. Strong determination is required on the part of every stake holder to reacquire the occupied land.

(ii) Publication of annual Wall Magazine.

Goals : The College encourages its students of all the 16 departments to publish wall magazine with following objectives---

- To explore and bring to light the latent potential of each student and to provide an ambience for creative expression.
- To promote awareness among the students about the contemporary issues of social, political and economic relevance.
- To expose the students to new ideas for future research and development.
- To develop reading, writing and analytical skills.



The Content : The vision of our College has been “Tamso ma jyotirgamaya” which articulates the College dedication to wisdom. Ignorance like darkness obscure the understanding. Just as the remedy for darkness is light, the only remedy for ignorance is knowledge. With this objective in mind , the College encourages its students of every department to choose any issue of contemporary relevance , extensively read the materials related to this issue and prepare a write-up, attaching related pictures which is put up on the walls of the corridors as wall magazines.

The Practice:

- The students of every department choose a particular issue which is of contemporary relevance in politics, society, economy etc. and discuss the issue with the teachers of the respective departments.
- After selecting their topic, they consult the teachers, who provide them with a list of references to go through and prepare the write-up.
- After preparing their writing material they once again come up to the respective teacher who goes through their written article and suggests necessary amendments.
- The college provides a certain sum of money for purchasing the required stationeries needed for preparing the wall magazine.
- On the day of the final preparation of the wall magazine, the teacher closely supervises the work of the students to enable them to put up a brilliant presentation.
- Finally, after the wall magazine is ready, it is put up in the cages earmarked for respective departments on the walls of the corridor.
- A photograph of the teacher along with the students putting up the wall magazine is taken and enclosed in the college prospectus.

Evidence of success : The success is reflected in the sincere efforts made by the students to prepare their departmental wall magazines as well as the genuinely intelligent and thought provoking write-ups with the appropriately chosen pictures which attract the attention of all .

Problems encountered and Resources required: The most significant problem encountered in this regard is the declining reading habit of the students, their apathy towards reading newspapers and growing inclination towards internet. While enabling the students to prepare their wall magazines, it has been found that they prefer to consult ready materials available in the internet, rather than preparing notes by consulting books and journals.

More financial resources are required to replace the cages of some of the departments for the display of wall magazines. The old and shabby ones immediately need to be replaced by new ones.