

KIDDERPORE COLLEGE
AQAR FOR THE ACADEMIC YEAR 2022-23

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. administrative setup, appointment and service rules, procedures, etc..

The IQAC is considered the brain trust of the college. All academic, curricular, extra-curricular, extension and development activities come under the purview of the IQAC.

The **organogram** has been depicted in the college prospectus.

- **Administrative body:** The Governing Body is the highest decision-making body of the college, the Principal is the ex-officio Secretary of the GB, there is representation from the teaching staff, non-teaching staff, students, affiliating university nominee and the government nominee. In official matters the Principal is assisted by the bursar, accountants, office staffs, teaching staffs (if necessary). Each academic department is coordinated by the HOD with the cooperation of the faculty members and non-teaching staffs. The Librarian is the head of the Central Library of the college and is assisted by the Assistant Librarian and Library Attendants.
- **Students' benefits:** The students may get Kanyashree, Swami Vivekananda Merit Scholarship, Minority Scholarship, fee concession for meritorious and regular students, etc..
- **In-campus harmony:** The College maintains special cells headed by faculty members, e.g., Grievance Redressal Cell, Anti-ragging Cell and Internal Complaint Committee (ICT).
- **Internal Quality Assessment Cell (IQAC):** To assure the quality of teaching and learning, and Governance is maintained to the best possible achievable standard through different committee activities, regular meetings and follow ups.
- **Promotion policy:** The promotion of teachers is based on the Career Advancement Scheme (CAS) of the UGC and West Bengal Government. The promotion of non-teaching staff is done as per the West Bengal Government norms.
- **Service rules and recruitment:** The college follows the rules and regulations laid down by the statute of University of Calcutta, UGC, Education Directorate of West Bengal and Government of West Bengal.


Principal
Kidderpore College