

**The Annual Quality Assurance Report (AQAR) of the IQAC**

**2011-2012**

**Part – A**

**1. Details of the Institution**

1.1 Name of the Institution

CHARUCHANDRA COLLEGE

1.2 Address Line 1

22 LAKE ROAD

Address Line 2

-

City/Town

KOLKATA

State

WEST BENGAL

Pin Code

700 029

Institution e-mail address

principalcharuchandra@gmail.com

Contact Nos.

033-2466-3771, 033-2465-4850

Name of the Head of the Institution:

Dr. Muktinath Chatterjee

Tel. No. with STD Code:

033-2465-4850

Mobile:

+919874429800

# Charuchandra College

Name of the IQAC Co-ordinator:

NA

Mobile:

NA

IQAC e-mail address:

NA

**1.3 NAAC Track ID: WBCOXX11491**

NAAC Executive Committee No. & Date: **EC/33/077 dated September 16 2004**

1.4 Website address:

[www.charuchandracollege.com](http://www.charuchandracollege.com)

Web-link of the AQAR:

[www.charuchandracollege.com/AQAR2011\\_12.pdf](http://www.charuchandracollege.com/AQAR2011_12.pdf)

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C++	65.85	2004	2009
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC:

15/03/2014

1.7 AQAR for the year

2011-2012

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR 2011-2012 on 25/12/2015

**As the IQAC Cell has been established only in 15/03/2014, we could not submit any AQAR earlier to NAAC.**

# Charuchandra College

## 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

# Charuchandra College

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

Autonomy by State/Central Govt. / University	<input type="text" value="No"/>		
University with Potential for Excellence	<input type="text" value="NA"/>	UGC-CPE	<input type="text" value="NA"/>
DST Star Scheme	<input type="text" value="NA"/>	UGC-CE	<input type="text" value="NA"/>
UGC-Special Assistance Programme	<input type="text" value="NA"/>	DST-FIST	<input type="text" value="NA"/>
UGC-Innovative PG programmes	<input type="text" value="NA"/>	Any other ( <i>Specify</i> )	<input type="text" value="NIL"/>
UGC-COP Programmes	<input type="text" value="NA"/>		

## **2. IQAC Composition and Activities: *IQAC formed in 2014***

2.1 No. of Teachers	<input type="text" value="NA"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="NA"/>
2.3 No. of students	<input type="text" value="NA"/>
2.4 No. of Management representatives	<input type="text" value="NA"/>
2.5 No. of Alumni	<input type="text" value="NA"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="NA"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="NA"/>
2.8 No. of other External Experts	<input type="text" value="NA"/>
2.9 Total No. of members	<input type="text" value="NA"/>
2.10 No. of IQAC meetings held	<input type="text" value="NA"/>

# Charuchandra College

2.11 No. of meetings with various stakeholders: No.  Faculty   
Non-Teaching Staff  Students  Alumni  Others

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.  International  National  State  Institution Level

(ii) Themes

NA

2.14 Significant Activities and contributions made by IQAC

Not applicable as the IQAC has been formed only in 2014

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 :

\* Not Applicable as IQAC has been formed in 2014

Plan of Action	Achievements
NA	NA

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

Not applicable as the IQAC has been formed only in 2014

Part – B

Criterion – I

**1. 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	10(H), 16 (G)			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	26			

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	26

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

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

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

No

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
	37	15	22		1

2.2 No. of permanent faculty with Ph.D. 24

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
		V	R	V	R	V	R	V	R	V
	0	12								

2.4 No. of Guest and Visiting faculty and Temporary faculty 15 0 1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	24	14
Presented papers	0	3	0
Resource Persons	0	2	1

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

- Improvement of the Laboratories with modern equipments
- Extensive use of ICT resources by staff and students.
- Extensive use of e-resources by the teachers in order to prepare study materials and encourage students to use the same for their study, mainly for their project work

2.7 Total No. of actual teaching days during this academic year 212

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 2 0 0

69

## 2.10 Average percentage of attendance of students

## 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. (Hons.)	86		0	74.4		74.4
B. Sc. (Hons.)	77		18.2	62.3		80.5
B. Com (Hons.)	79		7.6	82.3		89.9
B. A. (Gen.)	181					67.4
B. Sc. (Gen.)	37					81.1
B. Com (Gen.)	21					95.2

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes: Not Applicable

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	4
Summer / Winter schools, Workshops, etc.	2
Others	-

## 2.14 Details of Administrative and Technical staff \*

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	06	01	NIL	03
Technical Staff	12	06	NIL	03

\*Total number of permanent non-teaching staffs = 27



**Criterion – III**

**3. Research, Consultancy and Extension**

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

NA
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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				1
Outlay in Rs. Lakhs				7.5

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				1
Outlay in Rs. Lakhs				0.55

3.4 Details on research publications

	International	National	Others
Peer Review Journals	22		
Non-Peer Review Journals		9	
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				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
<b>Total</b>				

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

ii) Without ISBN No.

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3.8 No. of University Departments receiving funds from: Not Applicable

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

3.9 For colleges: Nil

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	0	0	3	0	1
Sponsoring agencies			UGC		College

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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
Nil						

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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):

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC: Nil

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum  College forum

NCC  NSS  Any other

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

Though IQAC has been formed only in 2014, several extension activities have taken place under the banner of either 'Charuchandra College NSS Unit' or under 'Charuchandra College Students' Union'. Programmes like 'Blood Donation Camp for Thalassaemia Patients',

## Charuchandra College

distribution of books to the students who belongs to underprivileged section, Celebration of Environment Day, cleaning of College campus and surrounding areas, Awareness of Drug Abuse & Alcoholism among Students has taken place during this period.

### 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	0.1889 Acre			
Class rooms	15			
Laboratories	11			
Seminar Halls	0			
No. of important equipments <b>purchased</b> ( $\geq$ 1-0 lakh) during the current year.		1 Interactive Smart Board	College Fund	Rs. 1.9 lakhs
Value of the equipment <b>purchased</b> during the year (Rs. in Lakhs)	Rs. 5.3705Lakhs	Rs. 1.2132 Lakhs	College Fund	Rs. 6.5837Lakhs
Others				

##### 4.2 Computerization of administration and library

Computerization only in Accounts Section
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##### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15653	N.A.	153	37382	15806	N.A.
Reference Books	6771	N.A.	162	60573	6933	N.A.
e-Books						
Journals	11	N.A.	Renewed	16500	11	N.A.
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

## 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office*	Departments	Others
Existing	18	-	8	-	-	5	13	-
Added	7	-	2	-	-	-	6	-
<b>Total</b>	<b>25</b>	<b>-</b>	<b>10</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19</b>	<b>-</b>

\*includes administration, general office and accounts section

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

- TALLY software in accounts section
- Internet facility for some departments including accounts, office and library
- Computers for some departments
- Interactive smart board for Mathematics Department

## 4.6. Amount spent on **maintenance** in lakhs:

i) ICT	Rs. 44,823/-
ii) Campus Infrastructure and facilities	Rs. 4,13,178/-
iii) Equipments	Rs.18,067/-
iv) Others	Rs.29,53,071/-
<b>Total :</b>	<b>Rs.34,29,139</b>

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Not applicable as the IQAC has been formed only in 2014

5.2 Efforts made by the institution for tracking the progression:

- The respective department maintains detailed academic record of the Cass tests, Mid – Term and Annual Test Examinations.
- Those results are discussed in the departmental meeting.
- Examination scripts are shown to the concerned students to rectify their faults.
- Slow learners are identified through continuous assessment.
- The college maintains a department wise attendance record of the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1808	-	01	-

(b) No. of students outside the state

79

(c) No. of international students

NIL

Men	No	%	Women	No	%
	787	43.5		1021	56.5

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1176	219	37	Data not available	Data not available	1632 (including 200 others)	1137	287	50	Data not available	Data not available	1808 (including 334 others)

Demand ratio : 30:1

Dropout % -2.45%

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

No such efforts have been taken.

No. of students beneficiaries

NIL

5.5 No. of students qualified in these examinations: Data Not available

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

5.6 Details of student counselling and career guidance

- Psychometric Test was held for the students.
- Seminars related to job opportunities were held.

No. of students benefitted

350 (app)

5.7 Details of campus placement: NIL

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

5.8 Details of gender sensitization programmes

Nil

## 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	85	23,000/-
Financial support from government	N.A.	N.A.
Financial support from other sources	N.A.	N.A.
Number of students who received International/ National recognitions	N.A.	N.A.

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

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



## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution:

**Vision:**

The abiding motto of Charuchandra College is ALTIORAPETO – I SEEK HIGHER LIFE. We conceive of this motto not merely in rhetorical terms that encapsulates a passionate spirit, but real-life maneuvers, aimed at the all-round physical and mental growth of students, by amalgamating knowledge on science and society. The College is committed to provide quality education and to this end College aims at giving its students the best possible guidance in academic as well as in professional fields so that they can make themselves useful to their family and also to the society.

**Mission:**

Promotion of all-round development of the students to face the emerging and futuristic challenges arising from complexities of the rapidly changing national and international scenario.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

No such scope for an affiliated college. The faculty attends workshops organised by University of Calcutta on curriculum restructuring/ framing/modification.

6.3.2 Teaching and Learning:

- ✓ Creation of more ICT facilities which is blended with chalk and talk method to improve teaching and learning process.
- ✓ Greater use of audio visual aid in teaching.
- ✓ Remedial classes and special care for slow learners.
- ✓ Special classes for students coming from economically weaker section.
- ✓ Encouraging advanced learner to participate in student seminars, give presentations, take up project work, contribute to the on-line journals, develop independent learning skills by exploring various resources including web resources.
- ✓ Constant assessment of students through class tests.
- ✓ Following strictly academic calendar as per C.U. guidelines.
- ✓ Arranging departmental seminar by experts.
- ✓ Appointing guest lecturer to fill up vacant posts till permanent faculty is appointed.

## 6.3.3 Examination and Evaluation

- As per University Guidelines and academic calendar mid-term tests and selection tests are arranged by the college. Besides that class tests are taken in regular interval for constant monitoring of the students.

## 6.3.4 Research and Development:

- ✓ The faculty is being encouraged to attend/ organise seminars, workshops and conferences.
- ✓ Encouragement to faculty to submit UGC sponsored Minor/ Major Research Projects or submit projects to different funding agencies.
- ✓ Faculty members are encouraged to pursue PhD degrees.
- ✓ INFLIBNET facility to access e-journals

## 6.3.5 Library, ICT and physical infrastructure / instrumentation:

- ✓ Regular purchase of books and journal to upgrade the library.
- ✓ Extension of ICT facilities
- ✓ Partial computerization of library
- ✓ Regular maintenance of college infrastructure
- ✓ Upgradation of laboratories

## 6.3.6 Human Resource Management:

- ✓ Encourage both teaching and non-teaching staff to participate in several training and faculty development programme.
- ✓ Students are encouraged to participate in co-curricular and extra-curricular activities so that their talents may be groomed along with academic pursuits.

## 6.3.7 Faculty and Staff recruitment:

- ✓ Full time permanent Faculty are appointed on College Service Commission's recommendation.
- ✓ Vacancies are intimated to College Service Commission and necessary follow-up Measures are taken.
- ✓ Contractual and Guest Lecturers are appointed to fill up existing vacancies
- ✓ Casual staff appointed against non-teaching vacancies

## 6.3.8 Industry Interaction / Collaboration:

College encourages interaction with industry through field visit. Besides that, there is a Career Counselling Cell in the college which regularly organizes industry interfaces with the students. It is mostly the final year students who attend these career counselling and job recruitment sessions.

## 6.3.9 Admission of Students

As per University Guidelines

6.4 Welfare schemes for Teaching:

- ✓ Most of the teaching and non-teaching staff of the college are member of Charuchandra College Employees' Cooperative Credit Society, which provides loan to its member following Cooperative Regulation Act.
- ✓ Puja advance (adjusted against salary) for teaching and non-teaching staff, Puja ex-gratia for all non-teaching staff, including ad-hoc non-teaching employees are provided from college fund.
- ✓ Group insurance scheme is available for all permanent staff.

6.5 Total corpus fund generated:

NIL

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	NO	NO	NO
Administrative	NO	NO	YES	College appointed agency

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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?

NA

6.11 Activities and support from the Alumni Association

NIL

6.12 Activities and support from the Parent – Teacher Association

NIL

6.13 Development programmes for support staff

NIL

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

Regular cleaning and sanitizing of the college premises.

**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.

- ✓ Microphone installation in big classrooms for better class management.
- ✓ Up gradation of smart-room.
- ✓ Distribution of payslips to entire staff of the college
- ✓ Internet for all the departments in order to facilitate teaching learning method.

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

Not applicable as the IQAC has been formed only in 2014

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

7.4 Contribution to environmental awareness / protection

The NSS unit of college regularly conduct several awareness programmes in nearby localities.

7.5 Whether environmental audit was conducted?    Yes     No

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

**Strength:**

- ✓ A well-stocked library,
- ✓ Highly qualified and devoted faculty
- ✓ Well-equipped laboratories,
- ✓ undisturbed academic ambience

**Weakness:**

- ✓ Space Crunch,
- ✓ insufficient space for library
- ✓ no separate auditorium
- ✓ Vacant Teaching posts (permanent)

**Opportunities:**

- ✓ Scope for ICT-enabled teaching process
- ✓ Locational advantage and excellent connectivity

**Challenges:**

To solve the problem of space crunch and introduction of new job oriented courses for the employability of the students.

8. **Plans of institution for next year**

Not applicable as the IQAC has been formed only in 2014

Name Dr. Supriti Saha

Name Dr. Nabakanta Jana

*Supriti Saha*

*Nabakanta Jana*

\_\_\_\_\_  
Signature of the Coordinator, IQAC

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Signature of the Chairperson, IQAC

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