

The Annual Quality Assurance Report (AQAR) of the IQAC

2012-2013

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

Web-link of the AQAR:

www.charuchandracollege.com/AQAR2012_13.pdf

1.5 Accreditation Details

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

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

15/03/2014

1.7 AQAR for the year

2012-2013

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
- ii. AQAR 2012 – 2013 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.

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

No

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*)

NIL

UGC-COP Programmes

NA

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

2.1 No. of Teachers

NA

2.2 No. of Administrative/Technical staff

NA

2.3 No. of students

NA

2.4 No. of Management representatives

NA

2.5 No. of Alumni

NA

2.6 No. of any other stakeholder and
community representatives

NA

2.7 No. of Employers/ Industrialists

NA

2.8 No. of other External Experts

NA

2.9 Total No. of members

NA

2.10 No. of IQAC meetings held

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? No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related): Not applicable

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by 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:

* 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

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				
Total	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
	35	15	20		14

2.2 No. of permanent faculty with Ph.D. 23

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
		14								

2.4 No. of Guest and Visiting faculty and Temporary faculty 14

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	7	6
Presented papers	3	2	1
Resource Persons	0	1	3

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 220

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 5

2.10 Average percentage of attendance of students: 69

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.)	67		0	80.6		80.6
B. Sc. (Hons.)	70		18.6	71.4		90.0
B. Com (Hons.)	44		2.2	59.1		61.3
B. A. (Gen.)	176					68.8
B. Sc. (Gen.)	65					83.1
B. Com (Gen.)	73					86.3

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	4
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
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	07	01	NIL	03
Technical Staff	12	06	NIL	03

*Total number of permanent non-teaching staffs = 28

Criterion – III

3. Research, Consultancy and Extension

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

NA

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number			1	
Outlay in Rs. Lakhs			1.83	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	13		
Non-Peer Review Journals		9	
e-Journals			
Conference proceedings	2		

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	2	UGC	1.83L	1.61L
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				

Charuchandra College

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: 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	0	0	2
Sponsoring agencies					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

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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						

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

01

01

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

01

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: Nil

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

Charuchandra College

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 has taken place under the banner of either 'Charuchandra College NSS unit' or under 'Charuchandra College Students' Union'. Programmes like 'Blood Donation camp for Thalassemia Patients', distribution of books to the students who belongs to underprivileged section, Celebration of Environment Day, AIDS awareness Programme, Awareness Programme of Violence against Women etc. 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	2	MP LAD	
Laboratories	11			
Seminar Halls	0			
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.	N.A.	NIL	NIL	NIL
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs. 6.5837 Lakhs	Rs. 4.1111 Lakhs	UGC	Rs. 10.6952 Lakhs
Others				

4.2 Computerization of administration and library

Computerization in Accounts, General Office (Partly) and in Library (Partly)

Charuchandra College

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15806	N.A.	131	35021	15973	N.A.
Reference Books	6933	N.A.	50	6719	6983	N.A.
e-Books						
Journals	11	N.A.	Renewed 11 & added 3	14240	14	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	25	-	10	-	-	6	19	-
Added	7	-	4	-	-	1	6	-
Total	32	-	14	-	-	7	25	-

*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.)

- Internet facility for some more departments including accounts, office and library
- Computers for some departments
- Smart Board for department of Economics
- Purchase of library software 'SOUL'

4.6. Amount spent on maintenance in lakhs:

i) ICT

Rs. 95,000/-

ii) Campus Infrastructure and facilities

Rs. 7,15,997/-

iii) Equipments

Rs. 24,275/-

iv) Others

Rs. 4601285/-

Total :

Rs. 5436557/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

NA

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
1804		01	

(b) No. of students outside the state

83

(c) No. of international students

0

	No	%		No	%
Men	853	47.3	Women	951	52.7

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1137	287	50	NA	NA	1808 (including 334 others)	1197	244	57	NA	NA	1804 (including 306 others)

Demand ratio 30:1 Dropout % 3%

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

No such mechanism has adopted by the college

No. of students beneficiaries

Nil

Charuchandra College

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

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
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

One, organised by NSS unit of the college

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

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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	65	16,000/-
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

Charuchandra College

6.4 Welfare schemes for Teaching and Non-teaching staffs and students:

- ✓ 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.
- ✓ Health Insurance for students

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	
Administrative	NO		NO	

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

Environment awareness programme among students.

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

Name Dr. Supriti Saha

Name Dr. Nabakanta Jana

Supriti Saha

Nabakanta Jana

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC
