



## Yearly Status Report - 2017-2018

Part A	
<b>Data of the Institution</b>	
1. Name of the Institution	SYAMAPRASAD COLLEGE, KOLKATA
Name of the head of the Institution	Principal
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03324551738
Mobile no.	9830339460
Registered Email	syamaprasadcollege@gmail.com
Alternate Email	susmitamuk@gmail.com
Address	1. 92, S.P. MUKHERJEE ROAD 2. ANNEXE BUILDING, 5/B R. DASGUPTA RD
City/Town	KOLKATA
State/UT	West Bengal
Pincode	700026
<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education

Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	NIVEDITA BHATTACHARYA
Phone no/Alternate Phone no.	03324551738
Mobile no.	9830230792
Registered Email	syamaprasadcollege@gmail.com
Alternate Email	bhattacharyanivedita@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.syamaprasadcollege.in/contents/view/AQAR">https://www.syamaprasadcollege.in/contents/view/AQAR</a>
4. Whether Academic Calendar prepared during the year	No

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.07	2013	08-Jul-2013	07-Jul-2018

6. Date of Establishment of IQAC	01-Oct-2012
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/beneficiaries
Gender Sensitization	23-Feb-2018 1	100
Implementation of CBCS as University	10-Jul-	900

<b>Guidelines</b>	2017 190	
Encouragement of Extra Curricular activities amongst students	10-Jul-2017 300	100
Completion of environmental audit	11-Mar-2018 15	20
Strengthening of anti-ragging cell and its activities	01-Aug-2017 190	2000

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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Syamaprasad College	IQAC XIITH PLA	UGC	2014 1825	300000
Syamaprasad College	Merged Scheme	UGC	2012 1825	291250
Syamaprasad College	MERGED SCHEME	UGC	2013 1825	125000
Syamaprasad College	XII PLAN COLLEGE DEVELOPMENT	UGC	2013 1825	450000
Syamaprasad College	XII PLAN COLLEGE DEVELOPMENT	UGC	2014 1825	210743
Syamaporasad College	XII PLAN COLLEGE DEVELOPMENT	UGC	2014 1825	792000
Syamaprasad College	SALARY ALLOWANCES AND RETIREMENT BENEFITS	STATE GOVERNMENT	2017 365	33011385

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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC	<a href="#">View File</a>
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
1. Successful Implementation of CBCS for Commerce stream	
2. Anti Ragging cell strengthened. Posters put up. Helpline number is given on the poster. Teachers spoke in class against ragging	
3. Anti Sexual Harassment committee and Internal Complaints Committee was set up as part of gender sensitization. AIDs awareness lecture organised by NSS with Vishaka cell.	
4. Timely upload of AISHE	
5. The environment club and IQAC ensured the completion of environmental audit	
<a href="#">View File</a>	
13. Plan of action chalked out by the IQAC in the beginning of the academic year	

## towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Implementation of CBCS Humanities and Science Stream	500 candidates successfully completed 2 semesters
Encouragment of Extra Curricular activities amongst students	the college organised blood donation camp with the help of students. All national festivals were celbrated. Students have won competitions in various cultural events like debates, essay writing. The college was runners up in University level football and cricket tournaments
AISHE Upload	AISHE upload was successfully completed on time
Completion of environmental audit	Environmental audit was successfully completed with the help of teachers of Environmental science, members of environment club and office staff
Strengthening of anti-ragging cell and its activities	Anti-ragging talk was organised. New Anti-Ragging posters were put up all over the campus
Gender Sensitisation	Gender Sensitisation
Student feedback	student feedback regarding curriculum etc was taken from 3rd year students

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Teachers' council	05-Mar-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional

Yes

<b>data submitted to AISHE:</b>	
Year of Submission	2017
Date of Submission	26-Feb-2018
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	1. Students' online admission and registrations. This helps to maintain a complete data base of students' profile regarding choice of subjects and social and religious categories. Data is maintained in a way that any information regarding a student, marks, division, year etc from the time he joins to the time he leaves can be obtained by departments as and when they require.

## Part B

### CRITERION I - CURRICULAR ASPECTS

#### 1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. I words

The institution gave complete responsibility to the Academic Comm oversee the implementation of the semester system which the Univer already introduced in the commerce department and was to introduce Humanities and the Science Section. This was a mammoth task. How Commerce department successfully implemented it by changing depar routine, introducing internal exams in the format of the Unive curriculum and helping students to get used to the MCQ type patt examination. For Humanities and Science section the academic commit with the Routine committe got together to change the entire routine that students get the required number of credit hours as stipulate University rules. Workload by individual departments and a new sy documentation was prepared by the IQAC and Academic committee toge was ensured by the IQAC, Academic Committee, routine committee Examination committee that transition to the new CBCS sytem be smoo beginning of the session the students were explained the new syst were explained the system of attendance and credits as well as the outcome of the courses.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship
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No Data Entered/Not Applicable !!!

**1.2 - Academic Flexibility****1.2.1 - New programmes/courses introduced during the academic year**

Programme/Course	Programme Specialization	Dates of Intro
<b>No Data Entered/Not Applicable !!!</b>		

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**1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented in affiliated Colleges (if applicable) during the academic year.**

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective System
BCom		03/07/2017

**1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year**

Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>	

**1.3 - Curriculum Enrichment****1.3.1 - Value-added courses imparting transferable and life skills offered during the year**

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		

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**1.3.2 - Field Projects / Internships under taken during the year**

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects/ Internships
BSc	Geography Hons	70

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**1.4 - Feedback System****1.4.1 - Whether structured feedback received from all the stakeholders.**

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

**1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution (maximum 500 words)****Feedback Obtained**

Feedback regarding teaching learning obtained manually through student questionnaires which included the following questions 1. Ability to understand the hard topic 2. Ability to generate interest in subject 3. Efforts to improve the curriculum 4. Rate your teacher in terms of exam orientation 5. Are you present different topics 6. Availability of teachers beyond class hours

Efforts to clarify doubts 8. Overall punctuality in taking class 9. to relate subjects with real world 10. Extent of job oriented discus class 11. Ability of teachers to generate interest in games, quiz, di cultural aspects 12. Clarity in expressing subjects 13. Ability to k friendly with students 14. Overall Rating 15. Where is the scope of improvement Hard copies of feedback form were distributed to 3rd year students. The feedback was analysed on excel sheets and shared with respective departments. This exercise is very important as analysis feedback and the process of reverting to the teachers with them help filling the gap between teachers and students and helps teachers to students needs better. We understand that the feedback process is in for the teachers student relation to be healthier. this is taken ver seriously by IQAC

## CRITERION II - TEACHING- LEARNING AND EVALUATION

### 2.1 - Student Enrolment and Profile

#### 2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received
BCom	B.com Honours and General	900	2000
BA	B.A. Honours and B.A. Genral	415	1000
BSc	B.Sc Honours and Genral	380	580

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### 2.2 - Catering to Student Diversity

#### 2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	tu
2017	3998	0	26	0	

### 2.3 - Teaching - Learning Process

#### 2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management System learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-tec
60	40	4	5	1	

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#### 2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 word



The faculty of Syamaprasad College understand the importance of student mentoring. The students sometimes come from challenging economic conditions. Since this is an evening college students are also working during the day which makes it difficult for them to coordinate class. The real need is to be able to mentor them. A strong student mentoring system exists in the college. All students are required to submit projects. There are tutorials available in other departments and special classes. Academic mentoring is done and teachers are available for students with other needs such as social and financial. Students can freely talk to teachers. Since number of full time teachers, part-time and contractual teachers also actively participate in the mentoring process.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : ..
3998	26	1

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. o
29	26	3	0	

### 2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, received from Government recognized b
<b>No Data Entered/Not Applicable !!!</b>			

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## 2.5 - Evaluation Process and Reforms

### 2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of semester-end/ year- end
<b>No Data Entered/Not Applicable !!!</b>				

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### 2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level

Choice Based Credit System has been put into place by the Commerce Department as per University norms. Thus Commerce department carries out in examinations system. It also holds tutorial exams and projects. The students are evaluated on the MCQ system of examination to put them at ease in CBCS system. The other sections also hold regular evaluations which culminate in test examinations to evaluate student preparedness for examinations. Departments hold regular meeting to discuss the progress of students and strategies of helping weaker students to improve. The college also recruits guest lecturers for helping out with teaching and evaluation.

### 2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related matters (in words)

The college follows the academic calendar of the Calcutta University

regards end semester and end year examinations. It also follows University directives as regards Internal assessment and tutorial examinations required under the CBCS system. For a Humanities and Science section the college adheres to the time frame given by the University for pre-test examinations. Projects are taken on time and compulsory language examinations are also conducted in time frame and dates set by University. Apart from University directed examinations, the college conducts its assessment departmental wise to assess students for their weaknesses. In such class assessments the college prepares its academic calendars and adheres to it.

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.syamaprasadcollege.in/contents/view/Learning%20Outcomes>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination
BENA	BA	HONOURS	4	4
EDNA	BA	HONOURS	4	3
ENGA	BA	HONOURS	24	19
HISA	BA	HONOURS	4	4
BA GEN	BA	GENERAL	205	109
B.COM GEN	BCom	GENERAL	547	213
B.COM	BCom	HONOURS	547	277
B.SC GEN	BSc	GENERAL	124	68
B.SC COMP SC	BSc	HONOURS	6	5
B.SC ECO	BSc	HONOURS	2	2

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## 2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design questionnaire) (results and details be provided as weblink)

**No Data Entered/Not Applicable !!!**

## CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organizations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received in year
<b>No Data Entered/Not Applicable !!!</b>				

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### 3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Acader practices during the year

Title of workshop/seminar	Name of the Dept.
No Data Entered/Not Applicable !!!	

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award
No Data Entered/Not Applicable !!!			

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3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Co
No Data Entered/Not Applicable !!!					

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### 3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Fact
International	Economics	3	0
International	French	2	0
International	History	1	0

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/Internat Conference Proceedings per Teacher during the year

Department	Number of Publication
BENGALI	1
Economics	2

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citator Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number excluding
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**No Data Entered/Not Applicable !!!**

No file uploaded.

3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation mentioned in the
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**No Data Entered/Not Applicable !!!**

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3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	St
Presented papers	4	2	
Attended/Seminars/Workshops	0	0	
Resource persons	1	0	

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### 3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
SEVEN DAYS CAMP	NSS	3	40

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3.4.2 - Awards and recognition received for extension activities from Government and other recognised bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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**No Data Entered/Not Applicable !!!**

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
SEVEN DAYS NSS CAMP	NSS	CHILD CARE	3	
SEVEN	NSS	CLEANLINESS	3	

<b>DAYS NSS CAMP</b>		<b>DRIVE</b>		
<b>SEVEN DAYS NSS CAMP</b>	<b>NSS</b>	<b>BLEACHING THE AREA TO PREVENT DENGUE</b>	<b>3</b>	

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### 3.5 - Collaborations

#### 3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support
<b>FACULTY EXCHANGE</b>	<b>JOGAMAYA COLLEGE SYAMAPRASAD COLLEGE</b>	<b>SYAMAPRASAD COLLEGE</b>

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#### 3.5.2 - Linkages with institutions/industries for internship, on-the-job training, project work, student research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To
<b>No Data Entered/Not Applicable !!!</b>				

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#### 3.5.3 - MoUs signed with institutions of national, international importance, other universities, in corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participating MoUs
<b>No Data Entered/Not Applicable !!!</b>			

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## CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

#### 4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
<b>13</b>	<b>13.4</b>

#### 4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existence
<b>Seminar halls with ICT facilities</b>	<b>New</b>
<b>Laboratories</b>	<b>New</b>
<b>Value of the equipment purchased during the year (rs. in lakhs)</b>	<b>New</b>
<b>Others</b>	<b>New</b>

## Classrooms with Wi-Fi OR LAN

Ex:

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## 4.2 - Library as a Learning Resource

## 4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of
<b>No Data Entered/Not Applicable !!!</b>			

## 4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total
Text Books	14745	166395	149	3665	14894
Reference Books	4116	0	0	0	4116
CD & Video	31	0	0	0	31

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## 4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala C Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives &amp; ins (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launch content
<b>No Data Entered/Not Applicable !!!</b>			

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## 4.3 - IT Infrastructure

## 4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Avail Bandwidth (MBPS)
Existing	85	18	85	0	25	20	18	10
Added	17	0	17	11	0	0	0	10
Total	102	18	102	11	25	20	18	20

## 4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

## 4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre a facility
<b>No Data Entered/Not Applicable !!!</b>	

## 4.4 - Maintenance of Campus Infrastructure

## 4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic	Assigned budget on physical facilities	Expenditure i maintenance
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	<b>facilities</b>		<b>facilit</b>
100000	104611	170000	1726

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information available in institutional Website, provide link)

The policy of the college is to provide students with maximum facilities for that it ensures that it maintains a well chalked out policy for maintaining and utilizing its infrastructure. 1.The college has two libraries - one is the central library and the other serves exclusively as the library for the science faculty. There is a group of well trained library staff and an efficient librarian to look after the maintenance and the utilization of the library. The college is in the process of digitisation of the library through KOHA software installation. There is a large number of computers utilised both at the computer centre and the computer laboratories. The staff is maintained by teaching as well as efficient non-teaching staff. The college has a Bio-Laboratory shared by the three streams of Bio-Science- Zoology and Physiology. The labs are maintained by non-teaching staff. The college hires a cricket and a football coach from time to time to lead the cricket and football team which win University level competition. The college has a dynamic website which is maintained by teachers and website content.

## CRITERION V - STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students
Financial Support from institution	Students Concession Scheme	18
Financial Support from Other Sources		
a) National	National Scholarship Portal	8
b) International	none	0

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled
<b>No Data Entered/Not Applicable !!!</b>		

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5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam



**No Data Entered/Not Applicable !!!**

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevent harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance
0	0	0

## 5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	
<b>No Data Entered/Not Applicable !!!</b>					

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	
2017	3	B.SC	GEOGRAPHY	CALCUTTA UNIVERSITY	D
2017	3	B.SC	Geography	Calcutta University, Chartered Accountancy	

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5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	

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5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	
INTERNATIONAL MOTHER TONGUE DAY AND BLOOD DONATION	INTRACOLLEGE	
SARASWATI PUJA	INTRACOLLEGE	
COLLEGE FEST SPARDHA	INTERCOLLEGE	
IFTAR PARTY	COLLEGE STUDENTS AND OUTSIDE INVITEES	
COLLEGE SPORTS	COLLEGE LEVEL	



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### 5.3 - Student Participation and Activities

5.3.1 - 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	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number
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**No Data Entered/Not Applicable !!!**

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5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Syamaprasad College Students Union actively takes part and organizes various cultural and sports events along with the help of college teaching and non-teaching staff. Through out the year the students organized several events in both cultural and sports. They started with organising a welcome ceremony for the freshers. In this all staff of college and new students participated. A college Fest Spardha was also organised by them. This was a three day event which included cultural activities like debates, music competitions, and making alpana and Rangoli etc. The three days extravaganza ended with a cultural programme by a renowned singer. The students also organised a donation camp on the occasion of Mstribhasha Diwas. The College Students Union committee with the help of students also organises the annual college fest.

### 5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

**No Data Entered/Not Applicable !!!**

5.4.3 - Alumni contribution during the year (in Rupees) :

**No Data Entered/Not Applicable !!!**

5.4.4 - Meetings/activities organized by Alumni Association :

**No Data Entered/Not Applicable !!!**

## CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college has several committees to look after various aspects of academic and cultural fields. The committees include Academic subcommittee, Service book committee, Teacher welfare Routine committee, etc. In all academic activities each academic department is given responsibility and the independence to finalize strategies for student progress and schedules. The department is allowed draw up its internal schedule keeping in compliance with the college central schedule. The admin

has also decentralized work through the creation of committees which hold their own meetings and decide on strategies for the particular areas. The college thus has an Academic Committee to look after all aspects of teaching and curriculum. There is also a routine committee to prepare the routine academic calendar, an examination committee to conduct examinations. In these committees, there is a convenor and members from the teaching and non-teaching staff. The committee convenors are decided by the IQAC and the Board of the Institution. The convenor is then free to select the members of the committee and form the committee. Besides the IQAC, as per the latest guidelines, it inducts a regular student as part of the committee who participates in IQAC meetings and gives his suggestions. The student is actively engaged in organising College Fests and events of national and state level importance throughout the year. Members of the college sports team and cricket team are chosen through a process of selection. The college also has cells and clubs like the Environment Club and the NSS which work together to organise various activities and events. There are also a ragging committee, the anti-sexual harassment cell and the Internal Security Committee. The college also has various formal and informal bodies like the Environmental Cell and Club, an Internal Complaints Committee

6.1.2 - Does the institution have a Management Information System (MIS)?

Partial

## 6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with details):

Strategy Type	Details
Human Resource Management	The college encourages its teachers to participate in Workshops, Refresher Courses and Orientation /courses. It ensures that teachers apply for their promotion through CAS and gives guidance for the application for promotion. Regular meetings are held with the Teachers council and IQAC to evaluate the requirements of employees.
Admission of Students	The admission system of the college includes an online process. The college maintains a dynamic website for the college portal for admission every year. The development and design of the portal is done through coordination with the admission committee, comprising of teachers and a web developer. The portal is easy to operate by candidates.
Library, ICT and Physical Infrastructure / Instrumentation	The college has two libraries- one central and one e-library for science. Each year new books are purchased. There are several classrooms with projectors and one smart classroom.
Examination and Evaluation	The college has to mandatorily follow the curriculum of the University of Calcutta, the affiliating University. However, the individual departments devise their own curriculum implementation and testing the students by holding internal assessment examinations. Besides this, departments hold continuous assessment tests, both written and practical.

## 6.2.2 - Implementation of e-governance in areas of operations:

E-governance area	Details
Student Admission and Support	The admission process is completely online. The college dynamic websites through which candidates can access admission portal. Both new admissions and semester admission are done through the college portal. All maintained through excel files and can be easily accessed or upload or any other purpose
Administration	All receipt of admission fees is done online. all announcements regarding commencement of session, admission generation roll sheets is done through website.
Examination	All marks for Internal assessment and tutorial examination uploaded online. All announcements regarding examination also made through the website.
Finance and Accounts	All admissions related payments are made online, They also maintain soft copies of excel files of all financial

## 6.3 - Faculty Empowerment Strategies

6.3.1 - Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided
<b>No Data Entered/Not Applicable !!!</b>			

No file uploaded.

6.3.2 - Number of professional development / administrative training programmes organized by for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)
<b>No Data Entered/Not Applicable !!!</b>					

No file uploaded.

6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date
WORKSHOP	1	28/06/2018	28/06/2018
ORIENTATION PROGRAMME	1	17/07/2017	12/08/2017
ORIENTATION PROGRAMME	1	10/07/2017	05/08/2017
REFRESHER COURSE	1	01/12/2017	22/12/2017
REFRESHER COURSE	1	27/12/2017	18/01/2018
REFRESHER COURSE	1	06/03/2018	22/03/2018

[View File](#)

## 6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

## 6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
<b>No Data Entered/Not Applicable !!!</b>		

## 6.4 - Financial Management and Resource Mobilization

## 6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution has conducted both internal and external audit up to 2017. The internal audits for the years 2017-18, 2018-19 is under process.

## 6.4.2 - Funds / Grants received from management, non-government bodies, individuals, philanthropists during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grants received in
<b>No Data Entered/Not Applicable !!!</b>	

No file uploaded.

## 6.4.3 - Total corpus fund generated

**No Data Entered/Not Applicable !!!**

## 6.5 - Internal Quality Assurance System

## 6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?

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

## 6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

**No Data Entered/Not Applicable !!!**

## 6.5.3 - Development programmes for support staff (at least three)

**No Data Entered/Not Applicable !!!**

## 6.5.4 - Post Accreditation initiative(s) (mention at least three)

1. The college has undertaken the initiative to expand the campus by buying a building which is in the process of renovation in order to create space for new courses. 2. The college has also undertaken the initiative to move towards e-governance. Online admission has been put successfully in place. 3. The college has also completed its environmental audit and taken steps towards creation of environmental awareness through the establishment of an environmental cell and club.

## 6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

b) Participation in NIRF

c) ISO certification

d) NBA or any other quality audit

## 6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To
2017	Implementation of CBCS Commerce Stream	07/07/2017	07/07/2017	30/06/2018
2018	HIV AWARENESS PROGRAM	23/02/2018	23/02/2018	23/02/2018
2018	Completion of environmental audit	30/03/2018	15/02/2018	30/03/2018
2017	Strengthening of anti-ragging cell and its activities	08/08/2017	08/08/2017	15/05/2018

[View File](#)**CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution year)

Title of the programme	Period from	Period To	Number of Participants
			Female
AIDS AWARENESS PROGRAM	23/02/2018	23/02/2018	40

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy source

Environmental audit was done by external agency. The campus also has plantation of tree. A number of bulbs were replaced by LED bulbs. The institution has put up signages such as plastic-free campus, go-green, save-water to create environmental consciousness. The college also organised a campaign for environmental awareness.

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	1

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed
2017	0	6	13/11/2018	7	SEVEN	BLEACHING

DAYS  
CAMPAREA TO  
PREVENT AREA,  
YOGASANA,  
CLEANLINESS  
DRIVE,  
DETAILED  
SURVEY OF  
AREA, CHILD  
CARE, WOMEN  
EMPOWERMENT[View File](#)

## 7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

## 7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Girl Child Day celebration	11/10/2018	11/10/2018	
International Yoga Day	21/06/2018	21/06/2018	

No file uploaded.

## 7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

CREATION OF AN ENVIRONMENTAL CELL AND ENVIRONMENTAL CLUB WITH STUDENT VOLUNTEERS

DECLARING THE CAMPUS A ONE-TIME PLASTIC FREE CAMPUS

REPLACING A FEW REGULAR LIGHTS BY LED BULBS TO SAVE POWER

PUTTING UP SIGNAGE ON ENVIRONMENTAL ISSUES

PLANTING OF TREES IN THE CAMPUS

## 7.2 - Best Practices

## 7.2.1 - Describe at least two institutional best practices

BEST PRACTICES OF OUR INSTITUTION 1. NATIONAL SERVICE SCHEME AND COMMUNITY INVOLVEMENT Syamaprasad College is always striving to achieve an all-round development of students and involvement with local community. Our interaction with local community is facilitated by a very strong NSS which is an efficient NSS program officer selected from amongst our teachers and a group of enthusiastic volunteers. Syamaprasad College is one of the 14 colleges recognised by Calcutta University which organises various orientation programmes as well as meetings for general students to make them aware of the Aims and Objectives of NSS and motivate them to partake in events for the welfare of society. We have an effervescent NSS unit which had been established with a rudimentary objective of providing a platform for interested students to partake in social work during their free time. To achieve this rudimentary objective the NSS members have taken up a responsible program in the local community. The report of the activities of the



the academic year 2018-2019 has been a record of accomplishment triumphs. NSS AIMS AND OBJECTIVE The NSS wing of the college tries by and fulfil the objectives laid down by the NSS which are o Under community in which they work. o Understand themselves in relation community. o Identify the needs and problems of the community and them in problem solving process. o Develop among themselves a sense and civic responsibility. o Utilize their knowledge in finding pr solutions to individual and community problems. o Develop competenc for group living and sharing of responsibilities. o Gain skills in community participation. o Acquire leadership qualities and democ attitude. o Develop capacity to meet emergencies and natural disa Practice national integration and social harmony. PROGRAM OF NSS with its volunteers and co-operation of enthusiastic teachers ha rendering great community service and involving its volunteers in outreach services. Ever since its inception in 2013/2014 NSS ha visiting various low income localities and conducting survey alo awareness programs. The awareness program consists of creating aw regarding health and hygiene, organising health camps, creatin awareness, and conducting Yoga camps. Prevention of water wastage i important aspect of these camps. The organisers also organise sit competition for the children of the locality and it has been obser children participate with great enthusiasm. Besides awareness of l locality the NSS also conducts programs on important national da organising programs on Republic Day and Independence Day. Throughou NSS volunteers participate in programs of World Yoga Day and W Environment Day. On World Yoga Day NSS volunteers took part in a Y and performed Yogasana and Pranayam. 2. Green Campus Syammaprasad takes issue of Environment very seriously. Every year a green audit An environmental cell has been created with teachers who recruit every year as members of Environment Club. The cell organises envi awareness program like poster competition and making a plastic free The college also published a peer review e-book on environmental Keeping in mind the saving of trees the college has decided not to hard copies of the book. Saraswati Puja is celebrated in the can students. This year the theme was plastic free campus and 'go gre inter-college fest as well as the Freshers' Welcome organised b students' body had "GO GREEN" as this year's theme. The college ha signage on environmental issues such as 'save water' go green, 'sav The college intends to undertake planting of medicinal plants this pots in the campus as well as start practice of 'plogging'. Future college to raise consciousness on environmental issues will includ out awareness marches, taking students on environmental walks and w local community to end use of one time plastic and holding more sen talks.

Upload details of two best practices successfully implemented by the institution as per NAAC criteria. If you have a link to your institution website, provide the link

<https://www.syamaprasadcollege.in/institutional-practices-and-po>

### 7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision and thrust in not more than 500 words

Syamaprasad College, Kolkata has always had as its motto, the pursuit of excellence and an all round development of its students. Keeping th

the college has a policy of encouraging students to participate in curricular activities such as sporting events and cultural events. The college Students' Union along with the management of the college has a tradition of celebrating all cultural events whether religious or secular. In keeping with this tradition and practice, the college celebrates Pujas, Holi, International Mother-tongue Day, hosting Iftar party, celebrating Republic Day and Independence Day. In keeping with the mission of the college of identifying, encouraging and cultivating talent and promoting curricular activities the college has a very strong University level football and cricket team. The college team has won several cups, shields and trophies in various sporting events like football, cricket and Kabaddi. Thus the college has made it the University cricket team between 2013 and 2015. The college has also been Hockey champions of the Marine Inter College Hockey tournament. They have been runners up in Calcutta University Polo team runner up in 2015. The college in fact excels most in Football. From being runner up in 2016-2017 they went on to win the Inter-College university level Football Championship. Three of our students have made it to the University level football team in the year 2018-2019. One of our students has also played for the national cricket team. Sporting and Cultural activities are not the only aspects that contribute to an all round development of our students. The college also ensures that students develop into socially conscious and responsible individuals. The students organise a blood donation camp every year where students, teachers and non-teaching staff donate blood. They also engage in community development work through NSS and the environmental club.

Provide the weblink of the institution

<https://www.syamaprasadcollege.in/institutional-practices-and-po>

## 8. Future Plans of Actions for Next Academic Year

1. Smooth shift to CBCS system for all departments of the college as per University Curriculum. The IQAC along with the Academic sub committee has already ensured the transition to CBCS system in the Commerce stream as per Calcutta University guidelines and University curriculum. The academic year 2018-2019 presents the challenge of having to shift to the choice based system in both humanities and Science section. This presents the additional challenge of allotting additional classes to ensure that additional hours can be allotted to students. This also demands the change in a portal so that the students are aware of the system of choice of subjects and their choices can be maintained in the data base of the college seamless Better Information Management System through College website. The admission portal of the college will be redesigned to ensure that admission application for students is easy and data is immediately stored for later upload and information for government portals as well as to provide data regarding student profile to individual department, 3. Smooth shift to online admission the University of Calcutta and Higher Education department of West Bengal has stimulated online system of admission in a way that students will not have to come to the college on the first day after joining. The college will implement this change through a better developed online admission portal, a better college website and online college prospectus. 4. Further Gender sensitization by making sexual harassment cell stronger and making teachers more aware. The college aims to create a Vishakha Cell which will take under its purview. The Anti-sexual Harassment Committee and The Internal Complaints Committee of the college will hold more talks and workshops on gender sensitization and



**mechanisms for registering and redressals of grivances by female stu  
female staff and female teachers.**

