

SETH SOORAJMULL JALAN GIRLS' COLLEGE,

8/9 BANKIM CHATTERJEE STREET KOLKATA 700073

WEBSITE: www.ssjalangirlscollege.org

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The Annual Quality Assurance Report:2014-15

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year (for example 2013-14)

2014-15

I. Details of the Institution

1.1 Name of the Institution

Seth Soorajmull Jalan Girls' College

1.2 Address Line 1

8/9, Bankim Chatterjee Street

Address Line 2

City/Town

Kolkata

State

West Bengal

Pin Code

7000073

Institution e-mail address

ssjalancollege@yahoo.co.in

Contact Nos.

033-22415256, 033-40633618

Name of the Head of the Institution:

Smt. Mousumi Pathak

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOCGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	75.30 on 100	2006	5yrs
2	2 nd Cycle				
3	3 rd Cycle				

4	4 th Cycle				
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1.7 Date of Establishment of IQAC :

DD/MM/YYYY

26/07/2006

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

- i. AQAR _____ 2006-07 _____ (DD/MM/YYYY)4
- ii. AQAR _____ 2007-08 _____ (DD/MM/YYYY)
- iii. AQAR _____ 2008-09 _____ (DD/MM/YYYY)
- iv. AQAR _____ 2010-11 submitted on _____ 24/06/11 _____
(DD/MM/YYYY)

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

Certificate Course on Fundamental
Windows 98 & MS- Excel, MS-Word.

Others (Specify)

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

University of Calcutta

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

Autonomy by State/Central Govt. / University

-

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme

-

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

2. IQAC Composition and Activities

2.1 No. of Teachers

10

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

02

2.4 No. of Management representatives

02

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

00

00

2.8 No. of other External Experts

2.9 Total No. of members

20

2.10 No. of IQAC meetings held

05

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

1. Old and Middle English Period.
2. In Search of the Ancient Civilization of Persia.
3. Relevance and Application of Human Rights in International Relations.

2.14 Significant Activities and contributions made by IQAC

1. Organized workshop on CAS for the Faculty for the purpose of promotion.
2. Software for Result and Admission purposes.
3. Participation of Faculty members in various seminars, workshops and summer schools.
4. Internal renovation noted and reported to the Governing Body 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 *

Plan of Action	Achievements
1. Introducing CGPA.	1. CGPA was introduced from 2014-15.
2. Upgradation of laboratories in the IT and Geography Departments.	2. Laboratories were upgradated.
3. Conversion of classroom into ICT.	3. Large classrooms were ICT enabled with power-point projection facility.
4. Proposal of AC facility in the IQAC room.	4. AC was installed.
5. Proposal to renovate and paint all the classrooms and the corridors.	5. Classrooms and corridors were repaired and painted.
6. Anti-Ragging cell, Sexual Harassment cell and Legal literacy club.	6. Anti-Ragging cell, Sexual Harassment cell and Legal literacy club were established.
7. Proposal to open a plastic free zone.	7. An Anti-Plastic free zone created. Plastic is discouraged in the canteen. Students are served in leaf plates.
8. Proposal to open a Green Zone.	8. Green Zone created in the corridor of the second floor.
9. Organization of special camp of NSS.	9. NSS camp was successfully organized.
10. Organization of Blood donation camp.	10. Blood donation camp was successfully organized.
11. Organization of Thalassemia screening camp.	11. Thalassemia screening camp was organized.

<p>12. Organization of Departmental seminars, exhibitions and educational tours.</p> <p>13. Proposal of Wi-Fi connection.</p>	<p>Around 12 students were detected with Thalassemia. Proper counselling was conducted along with their parents and siblings in Calcutta Medical College.</p> <p>12. Seminars, exhibitions and departmental tours were conducted. Expert lectures were held. Students took active part in educational programmes which helped them to learn about all that they have been studying through these years.</p> <p>13. WiFi facility developed in all the departments.</p>
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** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management

Syndicate

Any other body

Provide the details of the action taken

AQAR was placed before the Governing Body and its approval was received on 20/06/15.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	10			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	01		01	
Others				
Total				
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	

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

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

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

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

Upgrading the syllabi according to vertical progression of students.
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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
	32	15	12		05

2.2 No. of permanent faculty with Ph.D. 10

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
	06	03					05			

2.4 No. of Guest and Visiting faculty and Temporary faculty 06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	14	10
Presented papers	02	05	05
Resource Persons	-	-	-

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

An innovative process in internal examination has been adopted for the students. In addition to the conventional pattern of written examination in Mid-Term innovative methods like project work, seminar presentation, book review, etc., have been introduced.

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) Seminar oral presentation and book review.

2.9 No. of faculty members involved in curriculum 07

restructuring/revision/syllabus development
as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75%

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.Com Part III Hons	106		19.81	63.20		83.01
B.Com Part III Gen	79			26.58	34.17	60.75
B.A Part III Hons	22		-	22	-	100
English						
Political Science	06			06		100
History	07			07		100
Hindi	40			39		97.5
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B.A Part III Gen	54			54		100
Hindi						
English	38			36		94.74
Education	54			45		83.33
Political Science	40			34		85
Philosophy	05			05		100
Geography	10			01		10
Economics	07			04		57.14
History	51			47		92.16
Urdu	05			04		80

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

- Active participation in admission process.
- Monitoring the attendance of students.
- Monitoring the classes held.
- Filling up the vacant teaching and non-teaching posts.
- Organizing the remedial teaching.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	01
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	05
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	15	05	01	01
Technical Staff	04	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

- The IQAC takes particular interest in promoting research climate in the institution. The positive response to the programmes of Research Centre is the outcome of this special emphasis.
- The IQAC encourages the Faculty members to apply for Minor and Major research projects funded by UGC and other institutes engaged in promoting research.

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	-	-	-	-
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	12	05	-
Non-Peer Review Journals	-	02	-
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)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-				
Sponsoring agencies	-				

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 : Nil

From Funding agency From Management of University/College

Total

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

3.16 No. of patents received this year

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

Total	International	National	State	University	Dist	College

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

-
-

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

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

JRF	-	SRF		Project Fellows		Any other	
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3.21 No. of students Participated in NSS events:

University level	100	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	05
National level		International level	

3.24 No. of Awards won in NCC:

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

- NSS organized visit to slum areas and to Alokendu Bodh Niketan, a home of physically and mentally challenged people.
- Distribution of books and stationary.
- Organizing Thalassemia eradication-awareness programme.

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	1070.21 sq.m			1070.21sqm
Class rooms	34			34
Laboratories	03	-		03
Seminar Halls	02	-		02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				

Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

- All administrative facilities (main office, accounts using tally, students' attendance, examination system) have been fully computerised. Wi-Fi facilities have been provided to Principal's office, main office, Teachers' room, Accounts office, Department of Commerce, English, History, Geography, Political Science, Career Counselling Cell, Hindi.
- The Salary system of Government funded employees is maintained through COSA (Computerisation of Salary Accounts) according to the guidelines of the Government of West Bengal.
- All notices, results, information regarding PTM, dates of the new session, examination schedule are posted on the college website.
- Books and journals are enlisted in computer.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	27607	1672703	276	68609	27883	1741312
Reference Books						
e-Books						
Journals						
e-Journals	-	-				
Digital Database		-				
CD & Video						
Others (specify)						

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	57	38	05	01	01	05	07	
Added	10	02	05	01	00	01	01	
Total	67	40	10	02	01	06	08	

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

No new training programme for technology upgradation was organised during the year as there was no need for such a programme.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.86
ii) Campus Infrastructure and facilities	1.70
iii) Equipments	1.16
iv) Others	0.06
Total:	3.78

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Students were collectively and individually motivated to apply for various scholarships available to them.

5.2 Efforts made by the institution for tracking the progression

- Identification of students in need of remedial classes by departments concerned in the PTM as well as through continuous assessment process.
- After the publication of results Heads of Departments and the subject teachers along with the convenor of the Result Committee participate in the results consideration meeting to track

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1190	N.A.	N.A.	N.A.

(b) No. of students outside the state

12

(c) No. of international students

00

Men	No	%
	N.A.	0

Women

No	%
1190	100%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1261	13	03	38	00	1315	1138	08	03	41	00	1190

Demand ratio 6:1

Dropout % 2.6%

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

We do not provide any coaching classes for competitive examinations.
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No. of students beneficiaries

-

5.5 No. of students qualified in these examinations

NET	<table border="1"><tr><td>-</td></tr></table>	-	SET/SLET	<table border="1"><tr><td>-</td></tr></table>	-	GATE	<table border="1"><tr><td>-</td></tr></table>	-	CAT	<table border="1"><tr><td>-</td></tr></table>	-
-											
-											
-											
-											
IAS/IPS etc	<table border="1"><tr><td>-</td></tr></table>	-	State PSC	<table border="1"><tr><td>-</td></tr></table>	-	UPSC	<table border="1"><tr><td>-</td></tr></table>	-	Others	<table border="1"><tr><td>-</td></tr></table>	-
-											
-											
-											
-											

5.6 Details of student counselling and career guidance

The career counselling committee offer guidance to the students collectively and individually. Psychometry test was conducted by the Institute of Psychometry.
--

No. of students benefitted

161

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

The teachers see to it that the students are kept aware of gender issues in the way they approach the relevant office.

5.9 Students Activities

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

State/ University level

18

National level

01

International level

-

No. of students participated in cultural events

State/ University level

40

National level

-

International level

-

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

Sports : State/ University level

01

National level

01

International level

-

Cultural: State/ University level

09

National level

-

International level

-

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	70	Rs.78,804
Financial support from government	78	Rs.17,27,800
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

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: Demand for cleaner toilets. Hence there has been an appointment of a sweeper.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- To impart balanced education and all round development of the students.
- To motivate, to guide and to pursue excellence in various fields of education.
- To create an atmosphere an academic excellence, to facilitate creative skills, enhancing opportunities for further studies and research activities through the able guidance of the college staff.

6.2 Does the Institution has a management Information System

The college supports the comprehensive management Information system

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

6.3.1 Curriculum Development

Regular departmental meetings, feedback from students and interaction with parents.

6.3.2 Teaching and Learning

- Upgradation of the existing programme.
- Teaching social science through theatre performance.
- Emphasis on internet access for project work.
- Apart from conventional blackboard application, we introduced usage of computers and projectors for practice with regard to further advancement of teaching and learning methods.

6.3.3 Examination and Evaluation

As the college is affiliated to the University of Calcutta, we follow the rules and regulations implemented, from time to time by the affiliating university. However, a cumulative assessment procedure is followed for assessment of students. Performance is constantly monitored through class tests. Through the periodic assessment weakness of individual students is identified and appropriate remedial measures are taken by holding tutorials and remedial classes.

6.3.4 Research and Development

- Motivating faculty members for research publications in peer reviewed journals with high impact factor.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Processing Inlibnet.
- Digitalization of library.
- Separate internet connection for library for web resources.
- More desktops, laptops installed.
- Installation of additional number of CCTVs.
- Microsoft Indic installed at the Hindi Department.
- Avro software (Bengali dialect) Installed at the History department.
- Upgradation of softwares for administrative purposes as and when required.
- One more CCTV installed.

6.3.6 Human Resource Management

- Ensuring an entirely ragging free academic environment.
- Sensitizing people to develop a pollution free and green habitat.
- Aiming at the manifestation of the inner potential of every individual.
- Motivating the faculty members to participate in Refresher and Orientation programmes.
- Arrangement of training for Non-teaching staff for introduction of COSA.
- Aptitude tests of students are conducted by the Indian Institute of Psychometry

6.3.7 Faculty and Staff recruitment

- The college does not have the appointing authority for the sanctioned posts.
- They are appointed on the recommendation of West Bengal College Service Commission.
- The management on the recommendation of respective departmental heads select guest lecturers.
- Visiting faculty members are selected on the recommendation of the Departments concerned.
- Non-teaching staff members are selected as per the regulations framed by the state government.
- Casual non-teaching staffs are appointed on the recommendation of the members of the Governing Body through interview.

6.3.8 Industry Interaction / Collaboration

- The college has regular interface with industries to facilitate student's exposure. To latest industrial and technological developments. This enhances employment opportunities for students.
- Attempt will be made to establish such collaboration.

6.3.9 Admission of Students

- Online merit based admission following the guidelines from the University of Calcutta.
- Strict observance of Government rules for reserved categories.

Teaching	-
Non teaching	Non-Teaching Staff Welfare Fund.

6.4 Welfare schemes for

Students	Specimen copies of books are provided along with medical support from Student's Association Fund.
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6.5 Total corpus fund generated

36,00,000

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	DPI, Govt of West Bengal	No	
Administrative	No	DPI, Govt of West Bengal		Yes, CA

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

Regular Contact with the Alumni. They often visit their alma mater .

6.12 Activities and support from the Parent – Teacher Association

- Every year Parent teachers meetings are held and suggestions are made during the meeting. These suggestions are forwarded to the management for necessary actions.
- This year the meeting was held on 3rd September 2014.

6.13 Development programmes for support staff

- Non-Teaching Staff Welfare Fund.
- IQAC of the college organized training for introducing COSA software and account maintenance. This training helped enhance the competency of the non-teaching staffs.

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

- Awareness programme to make the institution eco-friendly.
- A Plastic free zone has been created within the college campus.
- A green corridor has also been created in the campus.
- Online official activities have helped reduce the usage of paper.
- Seasonal flowers are planted within the institution.
- ENVS projects are done.
- Formation of ECO-Club.

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.

- Awareness, generation campaign for the children from slum area.
- Introduction of COSA.
- Practice of displaying important events on wall magazine.
- Celebration of birth anniversaries of eminent personalities.
- Regular assemblage in prayer hall.

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

- Upgrading the student's feedback mechanism.
- Reformation of college examination by innovative measures.

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

- Remedial classes giving special attention to individual students.
- Academic performance appraisal of teachers.

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

7.4 Contribution to environmental awareness / protection

- A Green Zone and a Plastic Free Zone have been created within the campus.
- Environmental awareness by using less of paper and more of electronic media is carried out.

7.5 Whether environmental audit was conducted? Yes No

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

- Introduction of COSA.
- Computerization of Office administration.
- Impressive performance of students in the University examinations, especially by the B.Com students.
- NSS and NCC wings of the college have been very active and have participated with great enthusiasm in activities like blood donation, first-aid training, health awareness and survey of slums.
- The college has a dedicated faculty, highly efficient support staff who are available on the campus and take care of all aspects of the campus, the academic and the personal.

8. Plans of institution for next year

- To introduce CGPA.
- Strengthening industrial visits.
- Emphasis on research activities.
- Development of ICT.
- Complete digitalization of library.

Name _____


Name _____

Signature of the Coordinator, IQAC


Signature of the Chairperson, IQAC

Name Prof Debjani Sanyal

Name Prof Mousumi Pathak


Name and signature of the
Coordinator, IQAC

Vice-Principal,
Seth Soorajmull Jalan Girls' College
8/9, Bankim Chatterjee Street, Kol-73


Name and signature of the
chairperson, IQAC

Teacher-in-Charge
Seth Soorajmull Jalan Girls' College
8/9, Bankim Chatterjee Street, Kol-73

Annexure I

Seth Soorajmull Jalan Girls' College

Academic Calendar (2014 – 2015)

Events	Date
Commencement of Academic session	01.07.14
Admission to B.A./B.Com 1 st year Hons or General Course (UG level)	On and from 30.06.14 to 09.08.14
Commencement of B.Com 3 rd year	30.07.14
B.Com. part I examination	08.07.14
Commencement of B.A./B.Com 1 st year	16.07.14
Commencement of B.Com 2 nd year	21.07.14
B.A./B.Sc part I examination	07.08.14
Commencement of B.A. 3 rd year	08.08.14
Celebration of Independence Day	15.08.14
Commencement of B.A. 2 nd year	25.08.14
Parents Teachers meeting	03.09.14
Alumni Association get together	20.09.14
Mid Term examination (B.Com 3 rd year)	25.09.14
Puja vacation	29.09.14 to 25.10.14
Mid Term examination <ul style="list-style-type: none"> • B.Com 1st year • B.A. 1st year • B.Com 2nd year 	08.11.14 10.11.14 11.11.14
Publication of Mid Term result B.A./B.Com 3 rd year	08.12.14
Celebration of Human Rights Day	10.12.14
Publication of Mid Term result <ul style="list-style-type: none"> • B.Com 2nd year • B.A. 2nd year 	22.12.14 23.12.14
Winter recess	25.12.14 to 01.01.15

Test examination B.A./B.Com 3 rd year	02.01.15
College Sports	07.01.15
Publication of Mid Term result B.A./B.Com 1 st year	19.01.15
Celebration of Saraswati Puja	25.01.15
Publication of result of Test examination of B.A./B.Com 3 rd year	27.01.15
Form fill up of B.A./B.Com part III examination	28.01.15 – 31.01.15
Test examination of B.A./B.Com 2 nd year	02.02.15
Special audio-visual lecture on “In Search of the Ancient Civilization of Persia” (Dept. of History)	09.02.15
B.A./B.Com Part I, Part II supplementary examination, 2014	19.02.15
Result of Test examination of B.Com 2 nd year	27.02.15
Result of Test examination of B.A. 2 nd year	02.03.15
B.Com Part I (C.L or MIL) examination	02.03.15
Test examination of B.A./B.Com 1 st year	03.03.15
Form fill up of B.Com part II examination	03.03.15 – 04.03.15
Form fill up of B.A. part II examination	09.03.15 – 10.03.15
B.A. part I (CL or MIL) examination	10.03.15
Seminar of Old English Period (Dept. of English)	18.03.15
Blood Donation Camp	23.03.15
Result of B.Com 1 st year Test examination	27.03.15
Form fill up of B.Com part I	31.03.15, 01.04.15, 06.04.15
Result of B.A. 1 st year Test examination	01.04.15
B.A./B.Com Part III examination	07.04.15
Form fill up of B.A. part I	20.04.15, 21.04.15
B.Com Part II examination	13.05.15
B.A. Part II examination	04.06.15

B.Com Part I examination	12.06.15
Summer recess	16.05.15 – 30.06.15