

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

2017-2018

1. Details of the Institution

1.1 Name of the Institution

Women's Christian College

1.2 Address Line 1

6, Greek Church Row,

Address Line 2

-

City/Town

Kolkata

State

West Bengal

Pin Code

700026

Institution e-mail address

wccollegekol@gmail.com

Contact Nos.

033-24643341

Name of the Head of the Institution:

Dr. Ajanta Paul

Tel. No. with STD Code:

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Name of the IQAC Co-ordinator:

Dr. Jayita Mukhopadhyay

Mobile:

9830201243

IQAC e-mail address:

wccollegekol@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN
18879) OR

WBCOGN12997

1.4 NAAC Executive Committee No. &
Date: (For Example EC/32/A&A/143
dated3-5-2004.

21/02/2014

This EC no. is available in the right corner-
bottom of your institution's Accreditation
Certificate)

1.5 Websiteaddress:

www.womenschristiancollege.net

Web-link of the AQAR:

<http://womenschristiancollege.net/college-profile/iqac/aqar/>

1.6 AccreditationDetails

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	75.35	2007	2012
2	2 nd Cycle	A		2013	2018
3	3 rd Cycle				
4	4 th Cycle				

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

22.03.2007

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*)

AQAR _____ 12.12.2008 _____ (DD/MM/YYYY)
 AQAR 2007-8 _____ 17.11.2009 _____ (DD/MM/YYYY)
 AQAR 2008-09 _____ 12.10.2010 _____ (DD/MM/YYYY)
 AQAR 2009-10 _____ 28.04.2011 _____ (DD/MM/YYYY)
 AQAR 2013-14 _____ 27.04.2015 _____ (DD/MM/YYYY)
 AQAR 2014-15 _____ 11.12.2015 _____ (DD/MM/YYYY)
 AQAR 2015-16.....12.01.2016 _____ (DD/MM/YYYY)
 AQAR 2016-17 _____ 20.12.2017 _____ (DD/MM/YYYY)
 AQAR 2017-18-----16.8.2018

1.9 Institutional Status

University State Central Deemed

Pri 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

UGC2(f) UGC 12B Grant-in-aid
 +SelfFinancing TotallySelf-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI(PhysEdu)

TEI(Edu) Engineering Health ScienceManagement

Others(Specify)

1.11 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PGprogrammes Any other(Specify)

UGC-COP Programmes

2. IQAC Composition andActivities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff	<input type="text" value="Nil"/>		
2.3 No. of students	<input type="text" value="Nil"/>		
2.4 No. of Management representatives	<input type="text" value="01"/>		
2.5 No. of Alumni	<input type="text" value="01"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>		
2.8 No. of other External Experts	<input type="text" value="01"/>		
2.9 Total No. of members	<input type="text" value="12"/>		
2.10 No. of IQAC meetings held	<input type="text" value="02"/>		
2.11 No. of meetings with various stake holders:	Faculty	Non-	<input type="text" value="*"/>
Teaching Staff	<input type="text" value="-"/>	Students	<input type="text" value="-"/>
Alumni	<input type="text" value="-"/>	Others	<input type="text" value="-"/>
2.12 Has IQAC received any funding from UGC during the <input type="text" value="year"/> year? Yes <input type="checkbox"/>			
<input type="text" value=""/> 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			
One Total Nos. <input type="text" value=""/>	International <input type="text" value=""/>	National <input type="text" value="-"/>	State <input type="text" value="-"/> Institution <input type="text" value="1"/>
Level			
(ii) Themes	<input type="text" value="A special lecture on 'Greed' intended to inculcate social responsibility among students, delivered by eminent Prof Emeritus Prasanta Ray, Presidency University, Kolkata."/>		

2.14 Significant Activities and contributions made by IQAC

During the last academic year IQAC has continued to function as a nodal agency, coordinating, stimulating and facilitating all academic, co-curricular and extra-curricular activities, encouraging departments, various cells and committees, library, office and support staff to set performance benchmarks and make timely and precise attempts to attain the same. Utmost care is taken by IQAC to provide maximum security to our students in a ragging-free campus. IQAC monitors the work of the Anti-Sexual Harassment Cell closely. Dissemination of information, implementation of innovative and best practice, providing support to the activities of Women's Study Cell in pursuing the agenda of women's empowerment and gender sensitization, facilitating the work of Eco Club in spreading awareness, in making resources available to victims of environmental disasters in Sundarban area, initiating the work of Inclusiveness Studies and Practices Centre with the avowed objective of helping disabled people, encouraging the work of the newly formed Folk Studies Archive (SUMELI) of the college committed to the revival of significant local art forms of the region and beyond, providing all kinds of impetus to faculty members in their academic works like completion of their Ph.D. thesis, paper publications and presentations in seminars at home and abroad, coordinating the efforts of the Alumni Association and present faculty members in making ex-students involved in the activities of the college, tracking students' progression to higher studies and work, and ensuring that all academic departments, cells and committees work in consonance with the college management to facilitate holistic education of our students are some of the principal areas of IQAC's attention. Democratic decision making and coordinated action of all members define the style of the functioning of IQAC which works as a team.

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
<p>2.15. Plan of action:</p> <p>This year the primary aim of the IQAC was to further consolidate the learner-centric measures aimed at enhancing the academic performance, cultural and athletic potential, technological proficiency and social consciousness of students.</p> <p>The IQAC continued providing encouragement and support to the enhancement of professional qualifications and performance of faculty members through participation in research oriented work and consultancy.</p>	<p>To this end the academic performance of students of the college in the academic session 2017-2018 was quite satisfactory. Good number of students from the Department of Geography, Economics, and also from Bengali, Political Science, Philosophy, History, Sociology have received first class marks in B.A. Third year honours examination, 2017.</p> <p>Students excelled in cultural activities and participated and did well in sporting events organized by various state bodies and also in NCC camps in their individual capacities.</p> <p>In addition to the annual weeklong camp in a nearby slum the NSS Unit of the college, NSS unit organized a medical camp which benefited about sixty underprivileged residents of this slum. A doctor provided free medical check up and medicines, free of cost. The residents expressed their heartfelt gratitude and the programme established a special bond between the college and the neighbourhood.</p> <p>Students liberally donated clothes and stationery items to an organization conducting relief work for the flood affected people of the Sundarban region.</p> <p>Faculty members continued to remain focused on teaching and research. One of them from the department of Economics has submitted his PH.D while two from the Department of Political Science have been awarded their Ph. D. degrees this year. Several faculty members including our Principal are on the Expert Committees of Post-Graduate Programmes and the IQACs of other colleges; Committees for Study Materials revisions of Open & Distance Learning Universities such as IGNOU and NSOU; are involved with the training (Gender sensitization and Community Policing) of IPS officers and Prison Administrators. Imparting lessons on Human Rights in programme run by University and so on. Many</p>

<p>IQAC also decided upon forging new academic and professional linkages with reputed institutions to facilitate academic growth of both students and teachers.</p> <p>The IQAC had set environmental goals such using more LED appliances and implementing a solar power project.</p> <p>IQAC also chalked up plan to conduct workshops and seminars for the enrichment of students and other stakeholders.</p> <p>As in the previous year this year, too the IQAC focused on improving the ICT facilities in the college and ensuring the use of the same.</p> <p>As per the Perspective Plan of the college for the period under review, the introduction of new</p>	<p>of our faculty members have presented papers in various national and international seminars and have published research papers in books and journals.</p> <p>An academic tie up has been established with Centre for Studies in Social Science, a premier research body of Central government and jointly organizing seminars and workshops for the benefit of faculty and students has been agreed upon. Collaboration with CEED, Centre for Environment and Economic Development, a research institute affiliated to Niti Ayog, too, has been accomplished with the first programme by the Kolkata Chapter of CEED being held in Women's Christian College, Kolkata.</p> <p>It has been successful in both, having received a gift of LED tubelights from the Centre for Contemporary Communication (an organization which champions environmental cleansing, and has implemented A grid connected solar photo-voltaic project of 10000 kw has been installed in the campus by the West Bengal Renewable Energy Development Agency (WBREDA)</p> <p>A special lecture on 'Greed', organized jointly by IQAC and West Bengal Political Science Association was well received by the audience. Prof Prasanata Roy, Emeritus Professor, Presidency University, sensitized students about the need to abstain from unbridled greed and consumerist cravings and conscientiously perform their duty towards society.</p> <p>The IQAC also organized an a Two day Workshop and Hands-on training programme on Application OF ICT and E-learning Module in Teaching Learning System, in collaboration with CEED.</p> <p>Library automation process moved towards completion without reduction of e- circulation. Digital cards have been issued to students. The smart class rooms and virtual class rooms are used to make the teaching learning more attractive and</p>
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<p>PG courses was an important goal.</p>	<p>informative. Significant progress has been made towards introduction of PG courses in Sanskrit and Education.</p>
<p>IQAC also planned to extend the ambit of extension activities, to address the needs of the disabled and to spread the message of inclusion. Innovative measures like involving students and faculty members in the rejuvenation of India's rich folk arts were also undertaken.</p>	<p>The Inclusiveness Studies and Practices Centre (ISPC) was set up this year. In collaboration with Ramkrishna Mission Blind Boys' Academy, the cell organized a one day workshop on Tactile Learning Strategies for the Visually Challenged. Visually challenged participants found the workshop quite rewarding. SUMELI, Folk Studies Archive of the College was formed this year with the initial objective of sensitizing students and faculty alike about the rich folk art tradition of our country. A seminar on 'Exploring Folk Tradition of Bengal' contributed to the revival of popular interest in folk art forms of Bengal.</p>
<p>The IQAC was keen to utilize the 2nd installment of the RUSA Grant for construction of new building.</p>	<p>The construction of a new building in Block C situated in Premises No. 2, Greek Church Row, Kolkata 700 026 has started and the progress of work is quite satisfactory.</p>

<p>The IQAC further aimed to coordinate the activities of the Alumnae Association, the Women’s Study Cell, the Eco Club, the Placement Cell and other extension centres.</p>	<p>The overall objective of the IQAC was to ensure the harmonious and steady progress of curricular, co-curricular and extracurricular activities of the college through planned and synchronized participation of all stake holders. Interaction between the Alumnae Association and the college as also among the members of the said Association was enhanced with an increase in the number of programmes organized by its members, the funds generated by it, and its general reach. A visit to an Old Age home where the inmates were given small gifts and were made to feel loved and cared for, an elocution workshop where noted artiste acted as the resource person, health awareness camp where doctors sensitized present students about some health hazards, and a film show on trafficking of women are some other notable events organized by the Alumni Association.</p> <p>The commendable performance of the Women’s Study Cell of the college in fostering gender awareness and empowering underprivileged women through a vocational training course ‘Sucharu’, which has already received considerable media coverage and accolades from different corners as well as international recognition since the Cell received a grant of 4400\$from the United Board</p> <p>For Christian Higher Education in Asia last year, continued its good work and started the second cycle of training participants in embroidery work. A ‘Workshop on Musical Meditation’ was organized by the cell. Musical Meditation is basically an activity based meditation program with the aid of music.</p> <p>It helps in bringing focus, and improving concentration levels for students. It also supports mental relaxation. The innovative programme received enthusiastic appreciation from the participants.</p>
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The activities of Eco Club continued with new vigour. The Rain Water Harvesting Project, much appreciated by the last NAAC Peer Team, was made more effective and viable since now, the rain water collected in the overhead tank is channelized down, not only for use in the kitchen garden but for recharging ground water, an important contribution towards attaining environmental sustainability. Setting up of a weather station by the Eco Club, equipped with modern instruments, is another significant development which is giving students a hands on experience in learning how to read vital data relating to daily weather as well as long term climate change.

The Placement Cell continued with its effort to offer an interface between employers and students, exposing them to the kind of skills, proficiencies and orientations needed to succeed in the job market. A number of agencies held seminars, interacted with the students and offered them training and internship once they complete their graduation, and these exposures turned out to be very effective in making the students mentally ready for the job market.

The brilliant performance of our students, the principal stakeholders of the College in academics, corroborated by high success rate in University Examinations, and their enthusiastic participation in various social welfare Oriented initiatives in college, their splendid achievements in co-curricular and Extracurricular activities are clear testimony to the IQAC's success in implementing its plan of action and achieving its goal.

* Attach the Academic Calendar of the year as Annexure. **Annexure No.2**

2.15 Whether the AQAR was placed in statutory body Yes

Management Syndicate Any otherbody

The AQAR was placed in the Governing Body of the college. Provide the details of the action taken-

The Governing Body of the college approved of the Plan of Action and pledged to guide and supervise the activities of the IQAC in its ongoing effort to implement the NAAC guidelines so as to take the college towards excellence.

Part – B

Criterion –

I

1. CurricularAspects

1.1 Details about AcademicProgrammes

Level of the Programme	Number of existing Programes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented Programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	B.A. Hons-8 General-8			-

PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	Computer Course		Computer Course FOOS	Computer Course
Others	NSOU PG Programme		-	-
Total	Four			
Interdisciplinary	-	-	-	-
Innovative		Chess classes byan Expert -	-	-

1.2 (i) Flexibility of the Curriculum: **CBCS/Core/Elective option** / Openoptions

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Introduced By CU in July 2017
Trimester	
Annual	Four

1.3 Feedback from stakeholders

Employers (On allaspects)

* Alumni * Parents *

Mode of feedback : Online - Manual * Co-operating schools (forPEI) -

*Please provide an analysis of the feedback in the Annexure: **Annexure No. 3**

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

The institution offers courses that follow the prescribed syllabus for Undergraduate courses of the University of Calcutta. Therefore scope for syllabus updating is limited although regular feedback is obtained from the students through classroom interactions regarding curriculum in general.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Criterion- II**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
36	21	15	01	-

2.2 No. of permanent faculty with Ph.D.

17

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
	2	-		-	-	-	-		2

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Lecturer

3

Temporary faculty/Visiting

6

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	16	17	04
Presented papers	16	17	03
Resource Persons		03	-

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

Innovative processes adopted by the institution in Teaching and Learning:

The extensive use of smart class rooms, LCD Televisions, and other ICT facilities to disseminate knowledge through audio-visual means, library orientation programmes, peer-teaching, regular educational tours, faculty exchange programmes, leadership development and faculty empowerment exercises, green audit, e-waste management procedure and motivational talks on character-building etc by experts in various fields are some of the prominent innovative processes that are adopted by the institution in Teaching and Learning. Special Lectures by noted academicians regularly organized by the various departments expose students to reappraisals of known content and methodologies thereby widening their academic horizons and stimulating their intellectual curiosity.

Students are often taken by their teachers to museums, town halls, numismatic exhibitions, seminars at other institutions, exhibitions of arts and crafts, of paintings, houses of Bengal's luminaries like Tagore and Swami Vivekananda and also to the Legislative Assembly to witness a session in progress so that they get real life feel of the subjects of their study. The monotony of class room teaching is countered by such exciting jaunts and the students look forward to and enjoy these experiences.

A Musical Meditation Workshop organized by Women's Study Cell was a very innovative step as students found it an interesting method of mental relaxation and stress busting which rejuvenated their body and mind.

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

216

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

i)	Free and Open Source Software
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2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

-	-	03
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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.A. Hons.	329	-	9-2.73%	149, 94%	170, 79%	99%
B.Sc. Hons.	151	-	22, 14.57%	96, 64%	30, 19%	98%
B.A.Gen, B.Sc.Gen	137 82	- -	- -	33, 24% 25, 31%	100, 73% 50, 61%	97 92%

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

The IQAC of the college guides the Teaching-Learning process by helping departments in chalking out Departmental Plan of Action at the beginning of Academic Year. Departments are encouraged to set academic benchmarks and are provided with suggestions about how to attain them. Besides, IQAC encourages students to participate in co-curricular and extra-curricular activities to fulfil the objective of imparting holistic education and continuously monitors the activities of the Departments and various Cells and Committees to ensure that they work cohesively and harmoniously to take the college forward in its search for excellence. An important initiative this year was a much-appreciated workshop on ICT Training, in which a notable IT professional explained to attending faculties from neighbouring colleges, the ways of using digital technology in the classroom.

Internal Academic and Administrative Audit was done by the Chairperson of IQAC, DR. Ajanta Paul, and external audit was conducted by an UBCHEA (United Board of Christian Higher Education in Asia). Both these exercises undertook a detailed SWOC (Strength, Weakness, Opportunities and Challenges) study and gave valuable inputs about further improvement of teaching learning process and administrative procedure. IQAC is working on implementing the measures suggested in the Audit reports.

2.12 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	4
UGC – Faculty Improvement Programme	2

Orientation programmes	01
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	06
Others	-
HRD programmes	-

2.13 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	13	04	-	02
Technical Staff	33	06	-	02

Criterion – III

3. Research, Consultancy and Extension

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

The college IQAC constantly encourages faculty members to get involved in research and other higher academic pursuits like writing and publishing research papers. Most faculty members have either obtained their doctorate degrees or are presently enrolled at various Universities as Ph.D. scholars. They are encouraged to avail various Faculty Development Programmes of the State as well as the UGC. The IQAC also encourages the faculty members to obtain approval of Minor and Major Research Projects by the UGC and offers assistance in their timely completion and submission. Organization of Seminars and Conferences by the Departments is encouraged and supported by the IQAC. IQAC also takes a lot of initiatives in imparting ICT skills to faculty and administrative staff

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-		-	-
Outlay in Rs. Lakhs	-		-	-

3.3 Details regarding minor projects

	Completd	Ongoing	Sanctiond	Submitted
Number	-		-	
Outlay in Rs. Lakhs	-		-	-

3.4 Details on research publications

	Internationa l	National	Others
Peer Review Journals	3	02	03
Non-Peer Review Journals	09	02	02
e-Journals	0	02	-
Conference proceedings	-	02	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. inSCOPUS

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 sanctiond	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the				

University)				
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

N.A.	UGC-SAP	<input type="text" value="-"/>	<input type="text" value="-"/>
CAS	DST-FIST	<input type="text" value="-"/>	<input type="text" value="-"/>
DPE	DBT Scheme/funds		

3.9 For colleges

Autonomy	<input type="text" value="-"/>	CPE	<input type="text" value="-"/>	DBT Star	<input type="text" value="-"/>
Scheme INSPIRECE	Any Other(specify)	<input type="text" value="-"/>	<input type="text" value="-"/>	<input type="text" value="-"/>	<input type="text" value="-"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution Nil

Level	International	National	State	University	College
Number	1 <input type="text" value="-"/>	1 <input type="text" value="1"/>	3 <input type="text" value="3"/>		6 <input type="text" value="6"/>
Sponsoring agencies	<input type="text" value="-"/>		<input type="text" value="-"/>		<input type="text" value="-"/>

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

N.A.

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

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

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)

N.A. JRF SRF ProjectFellows

Anyother

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:8

University level State level
 National level International level

3.23 No. of Awards won in NSS:00

University level State level
 National level International level

3.24 No. of Awards won in NCC: Nil

University level State level/National level International level

3.25 No. of Extension activities organized : 09

University forum College
 NCC NSS Any
 Any other forum

NSS

- ❖ Like earlier years, this academic year also found the NSS Unit of the college plunging into various outreach programmes and the zeal and involvement of NSS volunteers were at all time high. Like every year, a week long special camp of NSS Unit, organized in nearby densely populated slum area saw intense involvement of volunteers in creating awareness about hygiene and introducing underprivileged children to the world of education which generated enough eagerness both among the children and their parents so as to explore possibility of continuing that education through enrolment in normal schools. The camp was a resounding success as students developed a bonding with their target group and acquired valuable experience of connecting with marginalized people, winning their confidence and extending a helping hand to them. Some other major events are as follows

- ❖ Students participated in a rally to mark International Day against Drug abuse and illicit Trafficking on 26th June, 2017
- ❖ In observance of WORLD AIDS DAY, a Poster Competition to spread HIV awareness was organised on 1.12.2017
- ❖ Human Rights Day was observed on 11.12.2017. Students delivered speeches and held cultural programme to highlight the significance of human rights.
- ❖ Students participated in programmes organized by NSS unit of University of Calcutta to commemorate birth anniversary of Swami Vivekananda and to celebrate Republic Day
- ❖ On the occasion of International Women's day, SWAYAM, an NGO organized a programme to sensitise students about the imperatives of women's empowerment.
- ❖ On 7th June 2018, a medical camp was held at College's adopted slum under the auspices of Women's Christian College N.S.S unit was held in our adopted slum in the neighbourhood. Dr. Dhritisree Ganguly examined patients and student volunteers of the N.S.S unit helped the doctor in conducting medical examination. Medicines purchased from N.S.S fund and donated by some faculty members were distributed among residents of the slum, under the guidance and supervision of Dr. Ganguly. Sixty patients were recipient of quality medical care and medicines free of cost.

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	1078			
Class rooms	17			
Laboratories	01			
Seminar Halls	01			
No. of important equipments purchased (\geq 1- 0 lakhs) during the current year.	6			

Total								
-------	--	--	--	--	--	--	--	--

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

Wi-fi modems already installed in the Library, Office, Principal's chamber and Staff Room have been maintained so that the entire campus continues to be a wi-fi enabled zone. All staff members as well as students are immensely benefited by this easy and continuous access to the internet. Downloading study materials, record keeping, students' profile maintenance and other types of documentation are now done speedily and efficiently. Computer-aided teaching and the use of smart classrooms are augmenting and re-defining traditional class room teaching and enabling students to reap the benefits of audio-visual presentations. CCTV Cameras installed in various strategic zones on the campus helps to keep the campus safe and secure. A new virtual class room has been created out of a grant by the state government. A device for biometric record of attendance of the staff members has been introduced in place of the manual register system. The college website has been substantially upgraded and the information therein updated.

4.6 Amount spent on maintenance in lakhs:

i) ICT

120872

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

35440

Total:

Criterion – V**5. Student Support and Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

The IQAC as a body facilitates, operates and oversees students' welfare and related support services. Regular monitoring of the classes, proper evaluation and timely publication of results are ensured by IQAC. Students' welfare schemes like financial support for the needy students, health check-ups, canteen and recreational facilities are all monitored by IQAC. Advice on future career and job options for the students by the concerned cell is also organized by the IQAC. Conducting faculty evaluation and campus evaluation by outgoing students enable the IQAC to receive valuable feedback from students regarding their demands and satisfaction level which again is useful for course correction.

5.2 Efforts made by the institution for tracking the progression

Students' progression to higher education or the job market is one of the ultimate objectives of every department. All efforts therefore are made both at the Departmental and the Institutional level to equip them academically as well as professionally. Departmental databases are maintained to track the progression of students to higher education and career. Departmental faculty members often counsel the recent graduates regarding further academic or career choices. The Alumnae Association maintains a Directory of former students, updating the same from time to time. Additionally, social networking platforms are sometimes used to track students' progression to subsequent spheres of activity.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Oth
735			

(b) No. of students from outside the state

(c) No. of international students Nil

Men	No	%	Women	No	%
				735	

Last Year (2016-17)						This Year(2017-18)					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
495	92	10	2		599	571	115	36	13		735

Demand ratio Dropout%

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

No. of students beneficiaries

The scope for formal coaching is limited due to space constraints but assistance is always offered by the Faculty by way of informing the students and guiding them to prepare for the competitive examinations. Occasionally there is campus demonstration by relevant coaching institutions which even offer special concessions for the needy students. The Career Guidance Cell maintains a book bank, comprising books on General Knowledge and Current Affairs which help the preparation process of students for competitive examinations. The Central Library has a section on Employment News and other publications which are also useful for the students.

5.5 No. of students qualified in these examinations

Nil	NET	SET/SLET	GATE			
<input type="text" value="-"/>	CAT	<input type="text" value="-"/>	<input type="text" value="-"/>	<input type="text" value="-"/>		
IAS/IPSetc	<input type="text" value="-"/>	StatePSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others <input type="text" value="-"/>

5.6 Details of student counselling and career guidance

There is provision for informal psychological counselling for the students facing various challenging situations at home, college or in their workplace.

Career guidance meets are organized for the benefit of the students and willing employers. Talks are also held by experts and companies providing e-servicing and in need for soft skill development. Computer course is compulsory for the students and the computer skills acquired stand them in good stead when some of them apply for front office jobs. GIS (Geographical Information System) is running successfully the demand for which in the job market is enormous.

No. of students benefitted

100

5.7 Details of campus /placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	50	-	-

5.8 Details of gender sensitization programmes

The Women's Study Cell of the college since its inception in 2007 has continued its excellent work of creating awareness about gender discrimination and instilling confidence among young females to stand up for their rights, to protest any form of violence towards women at home, or at public spaces and also to work for gender equality. Various awareness programmes in collaboration with NGOs are regularly held to keep students alert and active about this important issue. 'Sucharu', a vocational training programme undertaken by the cell to empower rural women by imparting basic tailoring skills is indicative of the desire of the Cell to translate their thoughts and ideas into actions. Certificates were awarded to the first batch of trainees who completed their course. The event received significant media coverage and this laudable effort received appreciation from different corners.

The high point of the Cell's activity is the recognition and appreciation of an international body, UBCHEA. The college received a grant of 4400\$ from the United Board for Christian Higher

in Asia. With the grant available the women's study cell undertook an important a project 'Women, Violence and Rights'. A workshop on Trafficking of Women and Children has also been of much significance in creating awareness about a burning issue.

Film shows organized by the Cine Club also aims at gender sensitization.

The Women's Study Cell through its pioneering efforts has developed into a nodal agency for coordinating women's entrepreneurial energies in the locality, thereby taking gender-sensitization to the next logical.

level of execution. An exhibition of various clothes and decorative pieces handcrafted by members of Sucharu was held in college premises and it was huge success. The funds procured from sale is put to use for the benefit of next batch of women undergoing vocational training in Sucharu. The flagship programme of Women's Study Cell is making significant contribution in bringing tangible improvements in the lives of underprivileged women and empowering them to live with honour and dignity.

5.9 Students Activities

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

State/University level National level International level

No. of students participated in cultural events

State/University level National level International level

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

events Sports: State/University level National level International level

International level

Cultural: State/University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	27	20760
Financial support from government	65	11,25,000
Financial support from other sources	18	500000
Number of students who received International/ National recognitions	-	-

5.11 Student organised/initiatives Nil

Fairs: State/University level	<input type="text" value="-"/>	National level	<input type="text" value="-"/>	International	<input type="text" value="-"/>
level Exhibition: State/University level	<input type="text" value="-"/>	National level	<input type="text" value="-"/>	International	<input type="text" value="-"/>
level					

5.12 No. of social initiatives undertaken by the students

02

5.13 Major grievances of students (if any) redressed:

The College operates a Grievance Redressal Cell through which students as well as staff members can give vent to their grievances, if any. In the session 2017-18, the Cell received a few complaints from students about issues like unclean class room, delay in opening canteen by vendors and so on and IQAC has promptly acted to redress them mobilizing concerned conservancy staff. Students face the problem of not having a common room now, since an existing building has been demolished, new construction is underway and the common room is now used as a class room due to space crunch. But they appreciate that this is a temporary hardship.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

At the vanguard of the movement for women's equality since pre-independence times Women's Christian College seeks to nurture generations of young women with knowledge, technological prowess, social awareness, physical fitness, employability and overall preparedness for life so that they are both personally and professionally equipped to take on the challenges of a rapidly changing world. The college encourages diversity in the composition of its students and staff in the interest of a pluralistic ethos, and practises inclusivity as an extension of this ethic making its curriculum, services and facilities available across the spectrum of learners, taking care to demonstrate the humanity inherent in its motto, namely, "By Love serve one another". It seeks to promote research, advance new approaches to education, collaborate with industry in pragmatic partnerships, and above all provide to its primary stakeholders, the students a secure, peaceful, pollution-free and academically vibrant learning environment where enabling mechanisms at every level are expected to dispense a fair, transparent and equitable distribution of knowledge and its concomitants.

6.2 Does the Institution has a management Information System

Yes, the college has a Management Information System in place.

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

6.3.1 Curriculum Development

The college offers courses that follow the respective syllabus specified by the University of Calcutta. There is limited scope for curriculum development or reframing of the syllabus. However, some faculty members who are members of the Boards of Studies at the University level provide their inputs in the framing of the syllabus, keeping in mind the changing requirements of the times. The introduction of short professional courses and the proposed up gradation of existing ones such as the Computer Education Course are steps in curricular development expected to benefit the students.

6.3.2 Teaching and Learning

The teaching learning process in the college is well thought out, carefully calibrated and meticulously implemented. In order to ensure a planned and scientific implementation of the teaching-learning process, the teachers of the various departments undertake the preparation of a teaching plan and unitization of the syllabi. To enable an effective learning, various teaching methods such as class lectures, teacher-student interactive method, project-based learning and the like are used by the teachers. To make their learning experiences even more interesting, these traditional methods are supplemented with modern teaching aids and tools like computers, audio-visual teaching aids, field trips and excursions. Special lectures are organized by the different departments for academic and intellectual exposure of the students giving them the opportunity to interact with academicians who are invited regularly by the institution. Besides, organization of intra and inter-college seminars are conducive tools in instilling self-confidence and leadership qualities among the students. The Annual Debate is a prominent event in the academic calendar of the college. In keeping with tradition, this year also student participants of the debate found themselves locked in intense verbal duel to prove their point and dismantle the arguments of the opponent, generating much excitement and fruitful brainstorming. Continuous up gradation of college library through purchase of new books and journals and access to internet provided to students are meant to ensure that students do not lag behind in acquisition of knowledge about latest research and scholastic developments.

6.3.3 Examination and Evaluation

The college, being affiliated to the University of Calcutta, is required to follow the schedule of examinations laid down by the University and that is done scrupulously. Every department conducts periodical tests for continuous assessment of the progress of their students. In the month of November, annual mid-term tests are held as per the University schedule. In the month of January, annual examinations for the third year (Honours and General) students are held and their progress report cards are distributed in early February. In the month of February, annual examination for the second year (Honours and General) students are held and their progress report cards are distributed in early March and students who fail to score the requisite percentage of marks are not sent for the University Part II examination. Similarly, in the month of March, annual examination for the first year (Honours and General) students is held and their progress report cards are distributed in early April.

Besides, the institution has introduced a system of evaluation of the teachers and the college by students. Such a practice has been immensely beneficial for ascertaining the students' feedback which ultimately contributes towards further fine-tuning and betterment of the teaching-learning process.

6.3.4 Research and Development

The college authorities encourage faculty members in their research efforts. Most faculty members have either obtained their doctorate degree or are presently enrolled at various Universities as Ph.D. scholar. They are prodded to avail of the UGC sponsored Faculty Development Programme under which they get the facility of two years of study leave to focus on the writing of their Ph.D. dissertation. Faculty members also regularly act as Principal Investigator, engaged in completion of Minor and Major Research Projects approved by the UGC. Quite a few of them have presented scholastic papers at notable National and International seminars and conferences in India and abroad and they have received critical acclaim for their work. They have published books and articles based on their research findings and these works have made significant contribution to advancement of knowledge on crucial social issues.

The college provides internet facilities and well equipped library which are made proper use of by faculty members engaged in research.

6.3.5 Library, ICT and physical infrastructure /instrumentation

The college has a rich Central library which caters to students as well as the faculty. Work is in progress for the full automation of the library circulation and creation of digital data base is almost complete. Regular purchase of both text and reference books add to the store of books particularly benefiting the needy students. The Seminar libraries of individual departments help the students to consult subject-specific books. Already existent UGC Resource Network Centre is used by students to search for online educational resources. Inlibnet is regularly accessed by faculty members and students for e-resources.

The college promotes computer-aided teaching for the students of all departments. Students are encouraged to avail the internet facilities for academic purposes. Computers for public access are available in the library and staff room. Introduction of smart classrooms had widened the technological basis of present-day classroom teaching. Better connectivity and wi-fi facilities as well as office automation and creation of data base for students add to the technological up gradation of the campus. A new virtual class room, installed out of a state government has opened up scope for e-conference.

College has receive final instalment of RUSA (RastryiaUchhattaraSikhsaAbhijan) Grant and construction of new G+4 building is almost complete which will solve space problem and enable introduction of many new courses.

6.3.6 Human Resource Management

Students, teachers and non-teaching staff are the three aspects of human resources and the college makes all out effort to ensure that all of them can realize their best potential. Intensive class room teaching, regular evaluation through examinations, and interaction with guardians are all directed to facilitate students' academic performance. Chess class, GIS course, Spoken English course, computer courses, karate classes are a few add on courses which help sharpen up students' physical, mental and intellectual faculties as well as enhance their employability. Apart from academics, students are encouraged to take part in other co-curricular and extra-curricular activities like debates, seminars, cultural programme, sports, social work, environmental activism and so on so that they mature as dynamic individuals, responsible citizens and compassionate human beings. Besides teaching and research, faculty members devote their time and energy to motivating students and counselling them so that they can cross all barriers and move ahead. Teachers also readily participate in various administrative works to facilitate smooth running of the institution.

Above all the Principal of the college is working tirelessly, attending to every need of the students, faculty and support staff so that they all can deliver optimal performance. The Principal and other members of the Governing Body, in their capacity as administrators are providing valuable leadership, inspiring us to work better, lauding achievements and admonishing slackness, so that all stake holders are on the right track. The success of the college in obtaining Grade A by NAAC is a testimony to the fact that every member of this institution, from the highest echelon to the lowest strata are acting in unison, as a cohesive and integrated team so as to take the college towards further improvement

6.3.7 Faculty and Staff recruitment

The college enjoys autonomy with respect to faculty and non-teaching staff recruitment due to its Christian religious minority status. While it enjoys flexibility in constituting the Selection Committee for recruitment it abides by the eligibility criteria laid down by the UGC and the State Govt with regard to appointment. Timely recruitment fills up vacancies attracting best of the candidates as applicants, and keeping the academic departments fully-staffed most of the time. A transparent and fair selection process by eminent experts in their respective fields is the usual practice.

6.3.8 Industry Interaction /Collaboration

The Institution offers courses in general degree course subjects at the undergraduate level where there is limited scope for industry interaction or collaboration with industrial houses. Nevertheless, various agencies, working in the field of skill development and organizations belonging to tertiary sectors (insurance, banking, NGOs, etc) regularly conduct awareness campaigns in the college, in collaboration with Career Guidance Cell and Placement Cell through which promising students get shortlisted for employment opportunity once they complete their graduation or are enrolled into various courses at subsidised rate which will buttress their employability.

6.3.9 Admission of Students

Students' admission in the first year is done entirely on the basis of merit. Merit lists are published after scrutiny of the forms submitted and admission is done accordingly and as per Government directives on seat reservation. Presently, following University guidelines, the entire process of receiving and shortlisting application is done online, ensuring complete transparency.

6.4 Welfare Schemes for

Teaching	Although there is no formal welfare scheme for teachers every staff member is entitled to receive financial as well as social support by the college in times of personal crisis. Academic support is always available in matters of seminar or workshop attendance, both national as well as international, thesis submission, completion of research projects, procuring of study leave or execution of university assignments.
Non teaching	Adult literacy initiatives for the female kitchen staff by the college students is in practice. Computer literacy is planned for all office staff including peons and bearers. There is Group Insurance Scheme for non-teaching staff. A Staff Welfare Fund is also in place from which annual bonus is given to all non-teaching and support staff.
Students	Regular blood tests for Thalassemia screening and eye checkups are organised by the college. Gynaecological issues are addressed by reputed lady doctors on a regular basis. In deference to Prime Minister’s Jana DhanJojna, students have been persuaded to open their bank accounts.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done **Yes** No

6.7 Whether Academic and Administrative Audit (AAA) have beendone?

Audit Type	External		Internal	
	Yes	Agency, UBCHEA	Yes/	Authority IQAC

				Chairperson
--	--	--	--	-------------

Academic			Yes	
Administrative			Yes	

6.8 Does the University/ Autonomous College declare results within 30

days? N.A. For UG Programmes Yes No

For PG Programmes Yes No

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

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

6.11 Activities and support from the Alumni Association

The Alumnae Association of Women's Christian College is a forum that brings together several generations of former students, tied together by the bond of common feelings of affection and loyalty to their alma mater. Many programmes are conducted for the benefit of students and staff members. Fund raised at Reunion has been donated for cancer treatment of an office staff. Every year Alumnae fund provides academic prizes for each general subject. Apart from all these services, the Association also conducts cultural programmes by ex and present students of the college. Some significant outreach programmes, involving past and present faculties and students were organized by the association. One such initiative was a courtesy visit to a nearby old-age home.

The Alumni Association is going to sponsor the following possessions for the college:

- (i) A permanent, concreted arch at the entrance of the Greek Church Row, with the name of the college engraved on it,
- (ii) A system of solar panels on the roof of the college building,
- (iii) One Wheelchair and
- (iv) A First Aid Kit

6.12 Activities and support from the Parent – Teacher Association

Parent –Teacher Meetings are regularly held by each department where parents are requested to give their views about progress made by their wards and air their expectations from the college. Their opinion and valuable suggestions are always prioritized while framing new policies or guidelines related to students' academic progress and general welfare

6.13 Development programmes for support staff

College authorities take utmost care to ensure the well-being of the support staff. Staff Welfare Fund is there from which annual bonus is given to support staff. A Group Insurance Policy aims to help them. Teachers' Council of the college also regularly contributes towards their welfare in the form of financial help or rewarding their needy but meritorious children.

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

Dedicated involvement with the creation and maintenance of a pollution free, clean, sustainable environment is one of the most noteworthy best practices of the college which was appreciated by the last NAAC Peer Team who visited our college. Their appreciation has been a morale-booster. The student members of an active Eco Club of the college take initiatives to generate awareness among all regarding energy conservation, proper waste disposal and maintenance of college garden. They collaborate with other residents of the neighbourhood and even themselves take up the broomsticks and shovels to clean the streets and remove piled up garbage. Their zeal has generated environmental pro- activism in the locality. Unnecessary wastage of water is discouraged and the Rainwater Harvesting system of the college functions to supplement additional demand for water. Students also upgrade their knowledge by attending and participating in talks and seminars outside the college premises on Environment related issues. The reinforcement of the rain water harvesting and using rain water for recharging ground water is a small tribute from us to mother earth and to wider community as the water underground sustains lives of all living creatures, is the property of all and must be protected by all.

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.

The Inclusiveness Studies and Practices Centre is an important innovative step taken by the college in 2017-18 academic year. In continuation of the long tradition of college in providing scope to physically challenged students to receive education in our institution, the new Centre proposes to further extend the scope of assisting and enabling students challenged physically in their pursuit of knowledge and professional opportunities. The cell has already organized a seminar on Tactile Learning Strategies for the Visually Challenged, in collaboration with Ramkrishna Mission Blind Boys Academy and the deliberations have immensely benefited educators and students as the former have been sensitized about the special requirements of physically disabled students and the students have gained new insights about innovative learning process suitable for them. The Cell is a vital addition to College's commitment to an inclusive and humane society.

Sumeli: Folk Studies Archive of Women's Christian College was formed this year with the initial objective of sensitizing students and faculty alike to the priceless legacy which folkist history has bequeathed to us over generations.

Sumeli, which means 'united in harmony,' is committed to encouraging and preserving all forms of folk art across India. Sumeli in fact wishes to make its humble contribution towards reviving and rejuvenating Indian folk art forms that are gradually heading towards oblivion. A seminar organized by the Cell on 'Exploring Folk Traditions of Bengal' in which distinguished resource persons elucidated three fascinating aspects of folk art, viz. Bohurupeeder Jibonrup, Banglar Nakshikantha and Kalighat Patachitra, was instrumental in generating lot of enthusiasm and interest among the participants and students about the rich cultural heritage of our country and need for restoring, reviving and protecting the heritage for posterity.

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

The following measures were taken which should be treated as segments of Action Taken Report (ATR) based on the Plan of Action decided on at the beginning of the year.

The proper utilization of the third instalment of RUSA grant has been carried out as planned. Construction of new building is proceeding fast and is expected to be complete by the end of the year.

Introduction of PG courses is being pursued and necessary measures have been taken and liaison done with University and Higher Education Department for clearing hurdles so that PG course in Sanskrit and Education may begin.

Library holdings have increased considerably as per plan and the automation of its operations too has proceeded apace.

Our objective of establishing linkages with reputed academic bodies materialised with the forging of ties with **Centre for Studies in Social Sciences, Kolkata and Centre for Environment and Economic Development, New Delhi.**

To materialize the plan of making students more intensively involved in social work and community outreach programme, Inclusiveness Studies and Practices Centre was set up which has made a good start with an enriching seminar. Folk studies archive is another significant step in this direction.

The plan to make greater use of ICT got a boost through the organization of an workshop on e-learning and teaching methods in collaboration with CEED.

A solar power project, granted by the West Bengal Renewable Energy Development Agency (WBREDA) has enabled the college to accomplish one of its major goals of environmental contribution.

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

Annexure No.4

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

7.4 Contribution to environmental awareness /protection

The college, particularly the vibrant Eco Club, encourages students to undertake community initiatives to generate and enhance environmental awareness among students as well as all staff members of the college by display of campaign materials, group initiatives and public propaganda on relevant issues. Seminars, workshops, cleanliness drives, rain water harvesting are regularly undertaken. The campus is now a plastic free zone. A grid connected solar photo-voltaic project of 10000 kw has been installed in the campus by the West Bengal Renewable Energy Development Agency (WBREDA) . The rainwater harvesting system has been revamped with a special focus on groundwater recharge. A Weather Station, too has been set up to collect data on weather conditions and sensitize students on the same.

7.5 Whether environmental audit was conducted? Yes No

yes

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

The college needs sustainable funding for its community outreach programmes, some of which germinated initially from seed money from the UGC. It needs more space, possibly a second campus in which to expand its operations, and reach out to a larger cross-section of people. It needs to increase its overall institutional effectiveness by harnessing even more efficiently its human potential that is there in plenty.

8. Plans of institution for next year:

The new building slated to be complete by year end should be properly utilized and room allocation should be carried out in consultation with all staff members.

The two PG programmes in Sanskrit and Education which are at present awaiting approval from the affiliating university will be expedited with all sincerity from our end.

The introduction of a new subject at the under-graduate level, namely Psychology is under consideration.

By way of further curricular enrichment the college seeks to introduce/sustain short professional courses on FOSS, Soft Skills Development, GIS, Communicative English etc and a UGC sponsored course on Human Rights, Women's Studies or some other relevant subject which will be of use to students.

It also aims to foster symbiotic relationships with industry, government, non-governmental agencies, fellow educators and professional verticals for optimal exposure and opportunity to our students.

Finally, as in earlier years it plans to work on increasing its national and international linkages in an increasingly globalized world.



IQAC COORDINATOR
Women's Christian College
Kolkata-700 026



Principal
Women's Christian College
Kolkata-700 026

Name: Dr Jayita Mukhopadhyay

Name Dr. Ajanta Paul

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit
System CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	SelfFinancing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure 2

Academic Calendar-2017-18**Women's Christian College**

The First Term is from July to pre puja.

The Second Term is from post puja to December.

Third Term is from January to June.

The College follows a Modular system of three terms as per University directives.

1st Term

Classes for IInd Year start	July/August
Classes for IIIrd Year start	July/August
College Foundation Day & Prize Giving Ceremony	July
Admission to 1st year begins	June
Dead line of Admission	As per University directive
1st Year classes Start	July

Fresher's Welcome	August
Independence Day celebrations	August
Teachers Day Observance	September
Debate Competition & Founder Principal/Secretary Birthday Observance	September/November
Periodical Tests (All Classes)	September Onwards
Academic Counselling	All through the Year
Student Seminar	September/October
Special Lectures by Eminent Academicians	September/October
Puja Vacation	September/October
Deadline for Change of Subject	As per University directive
Inter disciplinary Subject	From October
Computer classes	1st Term

2nd Term

Geography Field Study	September/November
Periodical Tests	Whole Term
Seminar, Workshop etc. (By Different Departments)	Whole Term
Annual Sports	November
Talent Search Contests	November/December
Parent Teacher Meeting	December
Re-Union Celebration (Cultural Programme)	1st Saturday in December

Home Festival	November
IIIrd Year – end of Classes	December
Educational Excursions (All Department except Geography)	December
Christmas Function	December
Christmas Vacation Starts	December
Computer Classes	2nd Term

3rd Term

All Classes resume	January
Part – II Preparatory Test	February
Report Cards distribution of IInd year Students	February
Part – III Preparatory Test	January
Report Cards distribution of IIIrd year students	March
Annual Excursions	January
Remedial Classes and Classes for Advanced Learners begin. (IIndyr&IIIrd yr. students)	February to May
Special Lectures by eminent academicians	January/February
Student’s Seminars etc.	January/February
Observance of Women’s Day	March
Part – I Preparatory Test	March
Report Cards Distribution for 1st year students	March

Computer Classes	3rd Term
Summer Recess Begins	16th May

Annexure No. 3

Analysis of Feedback from stakeholders (On all aspects)

Analysis of Feedback (Manual) from Students for 2017-18

The Institution has scrupulously continued the practice of Campus Evaluation by the outgoing batch of final year students. Their experience of three years in the college gets reflected in their campus assessment. For the year 2017-18, an analysis of the campus evaluation reveals that overwhelming majority of the students were satisfied and appreciative of the high standard of Teaching- Learning process prevailing in the college as well as regularity of classes. Their response shows that they developed deep bond with their teachers and felt taken care of by them in all their curricular and extra curricular activities. They also commended the peaceful and disciplined ambience of the college which helped them to focus on academics. They have some complaints about cleanliness which the administration is addressing in right earnest.

Teachers' Evaluation undertaken by final year students is a testimony to the perseverance, dedication and commitment with which our teachers discharge their duties. Students excelling in University Examinations have given credit to their teachers for their success as they have immensely benefitted from the scholastic accomplishments of their teachers, the regularity with which classes are taken, syllabus completed and revision done by all departments. The constant monitoring of their progress through regular class tests have also found favour with them. The glowing tribute paid by our students to their teachers is heartening and a very important motivation for the teachers to strive for continuous improvement.

Annexure 4

Criterion

VII

7.3 Two Best Practices of the Institution for 2017-18

Best Practice 1

1. Title of the Practice: The title should capture the key words that describe the practice.

Activities of the Women's Study Cell

2. Goal: Describe the aim of the Practice followed by the Institution. Brief the underlying principles or concepts in 100 words:

The Women's Study Cell has been functioning as a social outreach unit since 2007. The objective has been multipronged, to engage female students in activities which will empower their less privileged sisters, to generate awareness about the myriad obstacles faced by women even today, to impart skill that will enable them to become self-reliant.

3. The Context: Describe any particular contextual or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words:

The ambitious project 'Sucharu' under the Women's Studies Cell began with the objective of bringing women from distant rural areas to the campus on a regular basis, impart lessons in sewing and other aspects of tailoring and instill in them the confidence of dealing with prospective clients.

Initially, participants were irregular and lacked focus. Financial hardship and burden of domestic chores created obstacles even though some of them had a genuine urge to learn a new skill. All kind of help, including mentorship and entrepreneur development skills was provided by the Cell to these women who finally managed to overcome the hurdles.

4. The Practice and its implementation:

Women attending the classes have acquired a new skill, and related proficiencies so that they may use it on a commercial basis later. About half of the trainees, with the help of Self Help Groups (SHGs) in their villages have become economically self-reliant. Ex students have participated in receiving skills in embroidery and have held exhibitions of their

products in college campus. Proceeds from sale has enabled Sucharu to generate a corpus fund of their own.

5. Evidence of success: Provide evidence of success such as performance against targets and benchmarks and review results.

Generation of funds from sale is indication of success.

What do these results indicate?

The results indicate that the purpose of making women economically self-reliant is making steady progress.

6. Problems encountered and Resources required:

Ensuring entry of the next batch of trainees and persuading them to continue is a challenging task, as they have to fight against patriarchal prejudices and social stigma against women in rural areas leaving home for professional purpose. Though part of a UGC grant intended for community outreach programmes so far has funded the project, alternative sources of funding need to be explored for its continuity.

Best Practice 2

1. Title of the Practice: This title should capture the key words that describe the Practice.

Library Automation, Up gradation and Extensive Use of E-Resources

2. Goal: Describe the aim of the Practice followed by the Institution. Brief the underlying principles or concepts in 100 words.

The library is the fulcrum of academic activities in an institution of higher learning. Hence, as part of its endeavor to further improve the standard of teaching learning and other academic activities in the institution and in compliance with NAAC guidelines for best practices in Library and Information Services, our college has adopted the goal of complete automation of library services and extensive use of e-resources so as to greatly upgrade and modernize the functioning of the library.

3. The Context: Describe any particular contextual feature or challenging issues that have had to be addressed in designing and implementing the Practice in about 150 words.

A major challenge in this context was overcoming the resistance and apprehensions on the part of library staff members regarding the new technology and getting them to accept the same. The traditional mindset, however, was gradually replaced by growing confidence in the handling of ICT equipment by all. College has allocated considerable fund for the purchase of the electronic hardware and software necessary for library automation. Apart from initial fund allocation, fund has been set aside as maintenance cost of the hardware and software. Membership of UGC Resource Network, INFLIBNET (Information and Library Network Centre, Gandhinagar, an Autonomous Inter-University Centre of University Grants Commission) has been renewed on a regular basis and faculty members have been pursued to log on to that portal on a regular basis and access huge reserves of scholarly articles and research papers of high standards.

4. The Practice and its implementation:

Given the huge reserve of books, library automation is a long drawn process. After the installation of LS Ease Software, and its related peripherals, bar code readers have been pasted in books and digitization of data base is near complete. Library staff have almost completed automatic circulation process and digital card are now distributed. Teachers have also received digital cards. Students occasionally organize 'Book Talks' in which they present review of books they have recently read, an exercise which generates interest among other students as well. Regular and conscientious users are identified and one of them is awarded the 'best user' award.

5. Evidence of success: Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate?

Faculty members and students are making good use of a rapidly modernizing library, particularly the e resources. Under the able guidance of their teachers, students are gaining cutting edge competence in preparing dissertations, power point presentations and project reports making use of e-resources and external examiners and evaluators have appreciated their efforts. Many scholarly and acclaimed research papers written by faculty members are a clear testimony that the vibrant library is facilitating their academic pursuits. A book exhibition organized by the library was quite successful as renowned publishers displayed their collections and students and faculty members browsed them and purchased copies of their interest.

Due to use of National Digital Library and INflibnet, number of Ebooks are rising steadily.

6. Problems encountered and Resources required:

College authorities are very prompt in providing all material resources and funds required for library up gradation and automation. Shortage of manpower caused by retirement of staff members are temporary as college takes immediate steps to recruit new members