

## Criterion 1 - Summary

The institution ensures effective curriculum delivery through a detailed Academic Calendar and Teaching Plans. While the former sets the timeframe for completion of syllabus the latter helps teachers plan their lecture modules and class engagements. The Master Routine with departmental timetables efficiently deploys the units of time for academic and co-curricular purposes as for example, theory, practical, tutorial, ICT, life-skill, value education and add-on classes thereby ensuring a balance between the different types of engagement a student is expected to participate in.

The continuous process of evaluation ensures that students' academic performances are systematically assessed and reviewed. The Choice Based Credit System with its semesterized pattern of examinations has been introduced from the 2018-19 academic session.

The institution has a strong policy on gender equity implemented mainly through its Women's Study Cell which spearheads innovative programmes and projects on the same. Environmental consciousness is similarly sought to be spread through the Eco Club which has taken the initiatives of installing Rainwater Harvesting System and the Solar PV Grid-Connected Energy System, the greening of the campus etc. Human values are disseminated through the Morning Prayer sessions, lectures, seminars and workshops. The Students' Christian Movement of India (SCMI) Unit in the college organizes programmes on human values, and its members attend camps on the same theme in external venues as well.

The institution has introduced several Value-Added Courses over the years, the Computer Education Certificate Course, Free and Open Source Software Certificate Course, Geographical Instrumentation Systems Certificate Course (held twice) and the English Language Certificate Course in collaboration with the Ramakrishna Mission Institute of Culture. Life-skills enhancement activities such as the Karate classes held in the college and water tide kayaking and disaster management programmes on the river Hooghly have been enthusiastically attended by students.

Faculty members including the Principal have a presence on Boards of Studies of various colleges and universities. Professional ethics is strictly maintained in the college with no teacher tutoring the students privately or engaging in plagiarism in research, and non-teaching staff members also complying with the policy of transparency in the institution.

## Criterion 2 - Summary

The college being in the Grant-in-Aid category follows the statutory reservations regarding admission of students. The experiential, participative, problem solving components in the Teaching Learning Criterion are reflected in the regular organization of students' seminars, inter-

college debates, quizzes, poetry workshops, ecological events, craft trainings, and gender-awareness programmes. The problem-solving methodologies in use are academic assignments, classroom debates, group discussions, inter-disciplinary lectures, interviews, data analysis, and life-skill development among other methods.

An overwhelming majority of the teachers use ICT as is evident from the students' feedback collected, compiled and analysed by the college. The number of PhD holders among faculty members has risen from 36% to 55.8% in the last 5 years.

Innovation and creativity in teaching-learning are seen in the extensive use of ICT, peer-teaching, educational tours to museums, town halls, numismatic exhibitions, seminars at other institutions, exhibitions of arts and crafts and of paintings, film shows, theatres and faculty-exchange programmes among other such endeavours.

Reforms in Continuous Internal Assessment involve Orientation cum Assembly, notices, periodic class tests, Midterm Examination, Selection Tests, Supplementary Examination, result analysis, review meeting and Report Card Distribution.

Transparency of the mechanism of internal assessment is seen in the democratic determination of dates and other modalities pertaining to examinations in Academic Council, Teachers' Council, Examination Committee and Administrative Staff meetings. All internal assessment-related information is intimated to students through notices on the college notice board and the institutional website. After every class test, answer scripts are returned to the students and final marks are communicated to the guardians through Report Cards.

Transparency of the mechanism to deal with examination related grievances is seen in the provision for Review and RTI application. All internal examination results are communicated to students through concerned teachers and eventually through their Report Cards. The institutional Result Sheet as issued by the University of Calcutta is signed by the Principal and displayed on the college notice-board.

The institution successfully calculates the attainment of POs, PSOs and Cos discussing the same in Academic Council, Teachers' Council and Result Committee meetings for improvement of the same.