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, 2011 to June 30, 2012).

Part – A

AQAR for the year : 2015-2016

1. Details of the Institution

1.1. Name of the Institution	: Ananda Mohan College
1.2. Address Line 1	: Ananda Mohan College
Address Line 2	: 102/1 Raja Rammohan Sarani
City/Town	: Kolkata
State	: West Bengal
Pin Code	: 700009
Institution e-mail address	: anandamohancollegecalcutta@gmail.com
Contact Nos.	: 033-23505767
Name of the Head of the Institution	: Dr. Pradip Kumar Maiti
Tel. No. with STD Code	: 033-23527327
Mobile	: 09433714557
Name of the IQAC Co-ordinator	: Dr. Pradip Datta
Mobile	: 09433847851
IQAC e-mail address	: iqacamc@gmail.com

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

OR

1. 4. NAAC Executive Committee No. & Date **:** EC/41/77 dated 10/02/2007

1.5. Website address : www.anandamohancollege.ac.in

Web-link of the AQAR **:**

1.6. Accreditation Details :

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity
1	1st Cycle	B$^+$	75.15	2007	2012
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7. Date of Establishment of IQAC (DD/MM/YYYY) **:** 14/09/2007

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

i. AQAR 2011-12 Submitted to NAAC on 26/12/2015

ii. AQAR 2012-13 Submitted to NAAC on 26/12/2015

iii. AQAR 2013-14 Submitted to NAAC on 26/12/2015

iv. AQAR 2014-15 Submitted to NAAC on 26/12/2015

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

(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution: √ Co-education   Men   Women

                                  √Urban   Rural   Tribal

Financial Status: √Grant-in-aid √UGC 2(f)   √UGC 12B

                          Grant-in-aid + Self Financing   Totally Self-financing

1.10. Type of Faculty/Programme

√ Arts   √ Science   √Commerce   Law   PEI   (Phys Edu)

TEI (Edu)   Engineering   Health Science   Management

 Others (Specify)

1.11. Name of the Affiliating University (for the Colleges):   University of Calcutta

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

Autonomy by State /Central Govt./ University   x   UGC-CPE   x

University with Potential for Excellence   x   UGC-CE   x

DST Star Scheme   x   DST-FIST   x

UGC-Special Assistance Programme   x   Any other (Specify)   x

UGC-Innovative PG programmes   x

UGC-COP Programmes   x

2. IQAC Composition and Activities:

2.1 No. of Teachers: 10

2.2. No. of Administrative/Technical staff: 04

2.3 No. of students: 01

2.4. No. of Management representatives: 04

2.5. No. of Alumni: 01

2. 6. No. of any other stakeholder and community representatives: 02

2.7. No. of Employers/ Industrialists: Nil

2.8. No. of other External Experts: 1

2.9. Total No. of members: 23

2.10. No. of IQAC meetings held: 1

2.11. No. of meetings with various stakeholders: No.: 4   Faculty: 2

Non-Teaching Staff: 1   Alumni: 0   Others: 1

2.12. Has IQAC received any funding from UGC during the year? √Yes   No

If yes, mention the amount: Rs. 3,00,000/-

2.13. Seminars and Conferences (only quality related)

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

Total Nos.:02   International 0   National 0   State   0   Institution Level 02

(ii) Themes   N.A

2.14. Significant Activities and contributions made by IQAC?

A new IQAC body with 23 members was formed on 02/07/2015 with Dr. Pradip Dutta appointed as co-ordinator of IQAC and also co-ordinator of, NAAC. During this period IQAC submitted AQAR of last 4 academic sessions and RAR to NAAC. Also work on the forth coming NAAC visit.

2.15. Plan of Action by IQAC/Outcome

Different activities were undertaken as planned by IQAC in respect of quality enhancement, teaching-learning, extension programme and modernisation of library. IQAC also focuses on procurement of funds from external agencies other that UGC and Department of Education, Govt. of West Bengal for overall infrastructure development. Some of these initiatives are stated below:

Quality enhancement: Wi-fi facility in the college campus, SMS service, Fully online admission, fees collection through bank, full LAN of office, introducing Smart college software in office, EPF of employs, Kanyashree scholarship and other scholarship(minority etc.) paid online, making college campus green campus through recycling the e-waste through the government approved recycler etc.

Teaching-learning: ICT enable lab and teaching, internet facility at each science department, a separate room for arts faculties with computer, printer and internet facility, online lecture notes, online unit test, online question bank, online student feedback from different stake-holders, wall magazine, different seminars/students workshop, students counselling, teacher exchange programme etc.

Extension Programme: Eye checking camp, Blood donation camp, Walk against Vector Borne Disease and De-worming awareness.

Modernisation of library: Library automation using standard library management software, computer for students, infrastructural development for making more space at library.

2.16 Whether the AQAR was placed in statutory body: Yes√   No

[X] Management   Syndicate   Any other body

Provide the details of the action taken: The present IQAC has submitted the detailed report to governing body of the college.

Part - B

Criterion - I

1. Curricular Aspects

1.1. Details about Academic Programmes

Level of the Programme	Number of existing programmes	Number of programmes added during the year	Number of self-financing programmes	Number of valued added/Career Oriented programmes
PhD	0	0	0	0
PG	0	0	0	0
UG	15	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	15	0	0	0

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2   (i) Flexibility of the Curriculum: Elective Options in UG programmes.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	0
Trimester	0
Annual	15

1.3 Feedback from stakeholders*   Alumni: √   Parents: √

Employers: x   Students: √

(On all aspects)

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

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

The college does not enjoy academic autonomy and thus cannot revise/update the syllabus.

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

No new Department/Centre introduced during the year. However the college placed application to the Higher Education Council for introduction of Honours curriculum for the dept. of Political Science and Philosophy. The college also applied to Netaji Subhas Open University for introduction of P.G courses in English, Bengali, Commerce and Mathematics.

Criterion - II

2. Teaching, Learning and Evaluation

2.1. Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others(Graduate Laboratory Instructor+Librarian)
45	19	22	--	3+1

2.2. No. of permanent faculty with Ph.D.: 20

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
0	22	0	0	0	0	0	0	0	22

2.4. No. of Guest and Visiting/Part Time faculty and Temporary faculty:

Type of Faculty	Total Number
Guest	21
Visiting	0
Contractual Whole Timer	2
Govt. Approved Part Timer	6

2.5. Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	34	12
Presented papers	02	01	00
Resource Persons	01	05	05

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

   i.   ICT enable science laboratory

  ii.   ICT enable teaching

 iii.   Uploading of Lecture notes in college website

  iv.   Faculty exchange programme

   v.   Student project

  vi.   Online unit test

 vii.   E-journal at library

viii.   Internet and computer facility for students in library

2.7.   **Total No. of actual teaching days during this academic year:** 180

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

Photocopy, Online Multiple choice Question

2.9. No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

03

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/ Class (in number of students)				
		Distinction(%)	I(%)	II(%)	III(%)	Pass(%)
B.Sc Honours	43	00	07	56	23	86
B.A. Honours	18	00	00	39	44	83
B.Com Honours	177	00	03	32	30	64

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

IQAC through regular interaction with the HOD offers several suggestions in relation to improvement of teaching and learning. To improve the teaching and learning several steps like uploading of class lectures by the faculties in the college website, preparation of online question bank, introduction of online exam etc. are introduced.

2.13. Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	00
UGC - Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	01
Summer/Winter schools, Workshops, etc.	02
Others	00

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 filled positions temporarily
Administrative Staff	25	7	0	02
Technical Staff	9	0	0	07

Criterion - III

3. Research, Consultancy and Extension

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

Considering the teaching strength the IQAC has recommended the following initiatives by the departments and teachers:

➢ A project competition among students on Global Warming conducted to inculcate research culture among students.

➢ Young faculties are encouraged to take up research project.

➢ Inter disciplinary seminars (Saturday colloquium) are arranged on a regular basis.

➢ Departments conduct study tours beyond the scope of university syllabus.

➢ Departments conduct regular student seminar.

➢ E-journals are available at library.

3.2. Details regarding major projects   Nil

	Completed	Ongoing	Sanctioned	Submitted
Number	00	0	00	0
Outlay in Rs. Lakhs	00	0	00	0

3.3. Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	02	00	0

Outlay in Rs. Lakhs	00	5.87	00	0

3.4. Details on research publications

	International	National	Others
Peer Review Journals	18	00	00
Non-Peer Review Journals	00	01	08
e-Journals	00	00	00
Conference proceedings	02	23	00

3.5. Details on Impact factor of publications:

Range	Average	h-index	Nos. in SCOPUS
-	1.7	-	-

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	0	x	x	x
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0

	0	0	0	0
Students research projects(other than compulsory by the University)	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	0	0	0

3.7. No. of books published   i) With ISBN No.:   03   ii) Chapters in Edited Books: 05

iii) Without ISBN No.:   00

3.8. No. of University Departments receiving funds from

UGC-SAP: Nil   CAS: Nil   DST-FIST: Nil

DPE: Nil   DBT Scheme/funds: Nil

3.9. For colleges   Autonomy: Nil   CPE: Nil   DBT-STAR-Scheme: Nil

INSPIRE: Nil CE: Nil   Any Other (Specify): Nil

3.10. Revenue generated through consultancy   : Nil

3.11. No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	00	01	00	0	00
Sponsoring agencies	N.A	UGC	N.A	N.A	N.A

3.12. No. of faculty served as experts, chairpersons or resource persons: 05

3.13. No. of collaborations

International	National	Any other
1	2	0

3.14. No. of linkages created during this year : 1

3.15. Total budget for research for current year in lakhs :

From funding agency : Nil   From Management of University/College: Nil

Total: Nil

3.16. No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
00	00	00	00	00	00	00

3.18. No. of faculty from the Institution who are Ph. D. Guides: 01

and students registered under them: Nil

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

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

JRF	SRF	Project Fellows	Any others
0	0	0	0

3.21. No. of students Participated in NSS events:

University level	State level	National level	International level
153	0	0	0

3.22. No. of students participated in NCC events:

University level	State level	National level	International level
0	0	158	0

3.23. No. of Awards won in NSS:

University level	State level	National level	International level
Nil	Nil	Nil	Nil

3.24. No. of Awards won in NCC: 02

University level	State level	National level	International level
Nil	Nil	02	Nil

3.25. No. of Extension activities organized

University forum	College forum	NCC	NSS	Any other
0	02	01	04	0

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- ➢ Eye checking and blood donation camp

Criterion - IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	0.9 acres	0	N.A	0.9 acres
Class rooms	26	0	N.A	26

Laboratories	16	0	N.A	16
Seminar Halls	0	0	N.A	0
No. of important equipment purchased(≥ 1-0 lakh) during the current year	0			
Value of the equipment purchased during the year (Rs. in Lakhs)	0			
Others				

4.2 Computerization of administration and library

Total admission process and the fees payable by students are now online based. Internet facility is available in each of the office and the building become wi-fi zone. Library becomes fully online and library automation process is going at a rapid pace.

4.3   Library services:

	Existing		. Newly added		Total	
	No	Value	No	Value	No	Value
Text Books	22244	-	33	6225	22277	-
Reference Books	4358	994605	75	50445	4453	1045050
e-Books	0	0	13500+	-	13500+	-
Journals	5	6860	5	-	10	-
e-Journals	0	0	6000+	-	6000+	-
Digital Database						
CD & Video						
Others (specify)						
(Magazines &News paper)	6	2984	0	0	6	2984

4.4. Technology up-gradation (overall)

	Total Computer	Computers Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	30	10	20	06	00	05	23	02

| Added | 07 | 01 | 20 | 01 | 01 | 05 | 07 | 04 |
| Total | 37 | 11 | 40 | 07 | 01 | 10 | 30 | 06 |

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

     i.   Office becomes fully LAN.

    ii.   Newly appointed office staffs got computer training.

   iii.   Internet for Arts faculties.

   iv.   Wi-fi facility available in building.

4.6. Amount spent on maintenance in lakhs   :

i)   ICT   : 1.44

ii) Campus Infrastructure and facilities   : 4.5

iii) Equipments   : 3

iv) Others   : 1.5

Total   : 10.44

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

    i.   Free wi-fi provided as a study aid

   ii.   Lecture notes provided online

 iii.   Arrangement for online examination

 iv.   Uploading of solution of online test examination

   v.   Online fee collection and admission

 vi.   Arrange for campus placement

vii.   Uploading teaching plan in advance

5.2 Efforts made by the institution for tracking the progression

Meeting with student union, alumni association, parents and other stake holders are arranged in regular basis to track the progression.

5.3 (a) Total Number of students**

UG	PG	M.Phil	Ph.D	Others

*	NA	NA	NA	NA

(b) No. of students outside the state   : 25

(c) No. of international students   : Nil

Male	No.	%		Female	No.	%
	00	00			00	00

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
*	*										

Demand ratio: 4.6:1   Dropout   40%

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

Student counselling cell, Department of Commerce and Placement cell all together are working together for such support system.

5.5 Number of students qualified in these examinations: Data not available

NET :

SET/SLET:

GATE:

CAT:

IAS/IPS etc:

State PSC:

UPSC:

Others:

5.6 Details of student counselling and career guidance

Student counselling and career guidance cell are working in regular basis. Regular sessions with the students are being held.

No of students benefitted: 45

5.7 Details of campus placement

On campus			Off campus
Number of organizations visited	Number of students participated	Number students placed	Number of students placed
02	125	08	39

5.8 Details of gender sensitization programs:

1. Real & imagined women: the politics of television by Dr. Nandita Dhawan of School of Women's Studies, Jadavpur University, Kolkata.

2. The issue of declining sex, gender and PCPNDT Act by Smt Aparna Majudar, programme Officer Health, CINI Urban Unit.

3. Gender Sensitisation by Dr. Saswati Ghosh.

5.9 Students activities

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

State/University level: 02

National level   : 00

International level   : 00

Number of students participated in cultural events

State/University level : 01

National level   : 00

International level   : 00

5.9.2 Number of medals /awards won by the students in Sports, Games and other events

Sports

State/University level : 0

National level   : 0

International level   : 0

Cultural

State/University level : 0

National level   : 0

International level   : 0

Other events

State/University level : 01

National level   : 0

International level   : 0

5.10 Scholarships and financial support

	Number of students	Amount
Financial support from institution	22	10875
Financial support from government	**	+-***
Financial support from other sources	Nil	Nil
Number of students who received International/National recognitions	Nil	Nil

* Financial support from State Govt. is now directly transferred to recipient student's bank account

5.11 Student organized/initiatives

Fairs:

State/University level : 01

National level   : 0

International level   : 0

Exhibition:

State/University level : 0

National level   : 0

International level   : 0

5.12 Number of Social initiatives under taken by the students: 06

  i.   Eye checking Camp
  ii.   Blood donation Camp
  iii. Community Awareness walk for Deworming
  iv.   Community Awareness walk for vector borne disease
  v.   Community Awareness walk prevention from Dengue
  vi.   Swachh Bharat Drive in the College Campus

5.13 Major grievances of students (if any) re dressed: Construction of an Auditorium

Criterion - VI

6. Governance, Leadership and Management

*6.1 State the Vision and Mission of the institution

  ➢ To satisfy the requirements of **first generation learner** coming from diverse backgrounds including **socio-economic backward community**.

  ➢ To promote research culture, research publications and professional development of faculty members for quality enhancement of the teaching community.

  ➢ To encourage students to participate in extension activities for the development of the local community.

  ➢ To inculcate the love of knowledge in our students and, for this, we aim to develop the skills and demeanour of lifelong 'learning', essential for making responsible global citizens.

  ➢ In future, the college aims at opening Post Graduate courses and introducing job-oriented courses.

*6.2 Does the Institution has a management Information System

Yes. Student database management software is in place, which keep the detailed record of the admitted student. In addition, installation of a web-based feedback system is introduced.

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

6.3.1 Curriculum Development

Few teachers of the college are members of the Board of Studies of different departments of the affiliating university. They offer important feedback and suggestions for curriculum development in the relevant meetings.

6.3.2 Teaching and Learning

➢ Stress on students-centric education through the adoption of methodologies like Academic Calendar, Teaching plan, Students' Seminar, projects, presentations, field works, surveys, practical classes, lectures by experts from other colleges, inter-departmental lecture exchange etc.

➢ Well-equipped laboratories for practical classes

➢ Stress on ICT-based teaching-learning through LCD Projector, Laptop, and internet facilities etc.

➢ INFLIBNET in Library

➢ Use of simulation as teaching aid

6.3.3 Examination and Evaluation

➢ Class Tests

➢ Mid-term exam

➢ Test examination

➢ Student seminars

6.3.4 Research and Development

➢ To encourage the faculty members to conduct research projects.

➢ Monitoring of the research activities by the Committee and provision for required infrastructure and space

➢ Necessary arrangements for timely availability or release of resources for smooth progress and implementation of research schemes/projects

- Facilities like Internet, journal and e-journal subscription to the principal investigator
- Full autonomy to the Principal Investigator in case of MRP
- Modernization of laboratories
- Organization of Conferences and Seminars by the Departments
- To encourage the faculty members to act as resource persons, paper presenters in conferences and seminars
- Publications in different International and National refereed journals, books etc. by the faculty members

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Full digitization of library catalogues
- INFLIBNET facility in the Library
- Purchase of various equipments related to the laboratories.

6.3.6 Human Resource Management

- Support for the skill-development of the staff and faculty through arrangement of training for them.
- Career Advancement Scheme/Professional development through promotion to higher scales
- Encouragement provided to the faculty for participation in R.C., O.P. etc.
- Sanction of leave to the faculty members for advanced study, research, participation in seminars, conferences, workshops, etc.
- Appraisal of the staff and teachers to improve teaching/ research of the faculty and services of other staff
- Welfare measures for the staff and faculty
- Provision of infrastructural facility for both the teachers and the students.

6.3.7 Faculty and Staff recruitment

The teachers are recruited on the basis of the recommendation of the West Bengal College Service Commission while staff members are recruited by the college authority strictly following the guidelines of the Government of West Bengal. However, the college authority on its own discretion appoints Guest Faculties and Ad-hoc Non-teaching staffs.

6.3.8 Industry Interaction / Collaboration

A few departments like Commerce, Physics etc. have been keeping contact with its associated industry and try to give exposures to their students for further development, practical knowledge and campus placement. The college manage to receive fund under " Gnandhara" scheme initiated by P. C. Chandra Group of companies as a part of their CSR activities for development of Knowledge Centre.

6.3.9 Admission of Students

Admission takes place strictly on the basis of merit through online process.

6.4 Welfare schemes

Teaching	➢ City College Co-operative Credit Society to provide financial assistance easily to the teachers in their dire need for city group of colleges.
	➢ Annual excursion for faculty
	➢ Ananda Mohan College Health Centre
	➢ Safe drinking water
	➢ Staff Canteen
	➢ A cooperative named "Amader Samabay" to provide financial assistance exclusively for AMC staffs
	➢ Teachers' Benefit Fund

Non-teaching	➢ Staff quarters
	➢ All employees are entitled to obtain Puja Advance.
	➢ Puja Bonus has given for a certain section of staff.
	➢ Provision of funds during emergency.
	➢ Annual excursion for staff members
	➢ Safe drinking water
	➢ Ananda Mohan College Health Centre
	➢ Staff Canteen
	➢ A cooperative named "Amader Samabay" to provide financial assistance exclusively for AMC staffs
	➢ EPF scheme for qualified employees
Students	➢ Concession of fees for economically backward students
	➢ Scholarships
	➢ Ananda Mohan College Health Centre
	➢ Medical facilities to the Students through Health Home
	➢ Annual excursion
	➢ Safe drinking water
	➢ Students' Canteen

6.5 Total corpus fund generated   NIL

6.6 Whether annual financial audit has been done   Yes   √ No

***6.7 Whether Academic and Administrative Audit (AAA) has been done?**

Audit type	External		Internal	
	Yes/No	Agency	Yes/No	Agency
Academic	Yes	CalcuttaUniversity	No	NA

Administrative	No	NA	No	NA

6.**8 Does the University/ Autonomous College declare results within 30 days?** NA

For UG Programmes   Yes   No

For PG Programmes   Yes   No

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

NA

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

6.11 Activities and support from the Alumni Association

The registration of Alumni Association has been completed. Newly formed Alumni association arranged the First reunion programme called "ANANDAM" on 27.02.2016. Alumni also actively participated in college sports and other cultural programmes.

6.12 Activities and support from the Parent - Teacher Association

Different departments organise Parent - Teacher meetings where the parents are freely express their opinion. The college authority gives proper importance and sought to implement/ facilitate the possible one. No doubt, these activities benefit the institution.

6.13 Development programmes for support staff

  ➢ 10 non-teaching staffs have been given computer training in collaboration with Govt. of West Bengal
  ➢ For maintenance and smooth running of college software (Smart College) training is provided to the staffs and teachers.
  ➢ Liberian is given training to operate KOHA software by the supplier

6.14 Initiatives taken by the institution to make the campus eco-friendly
  ➢ Prohibition of the use of plastic bags.

- ➤ Prohibition of smoking, use of gutkha etc. in the college premises.
- ➤ Organization of Environment awareness program.
- ➤ E-waste management
- ➤ Tree planting

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 IQAC conducted a few step wise brain storming sessions to chalk out a few "attitude and action" theme as innovative strategies.

- ➤ Emphasis on easier connectivity among the teachers and student through uploading of online lecture notes in college website, online test exam and uploading of solution of test examination.
- ➤ Uploading of question bank on some subjects.
- ➤ Emphasis on continuation of publication of ISBN accredited print version Book.
- ➤ Emphasis on the placement of the students. They are encouraged to attend seminars and campus interviews.
- ➤ Offering free books to the needy students.

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

Plan	Action taken
Publication of college journal.	A Book published with ISBN number
Intra-department project competition.	A project competition on Global Warming was held
Provisions for dedicated space for humanities department	Room no. 31A is allotted to the humanities department along with computer facilities
Digitisation of library	Work in progress

catalogue	
Campus under CCTV surveillance	Matter lies with Accommodation co-ordination committee subject to approval of other two units
Organising seminar at international level	Proposal is under consideration

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

- ➢ Introduction of ICT enable teaching-learning
- ➢ Introduction of online test examination
- ➢ Uploading of lecture notes by some faculty members
- ➢ Uploading of question bank and solution of the questions set in test examination
- ➢ Offer free books to the needy students
- ➢ Arrangement for campus interview and student counselling for the students

7.4 Contribution to environmental awareness / protection

- ➢ Use of plastic bags and smoking are banned in the college campus to protect the environment.
- ➢ The institute offers environmental classes and conducts environmental projects.
- ➢ Arranged project competition on Global Warming among the students
- ➢ Recycling of e-waste through government certified agency

7.5 Whether environmental audit was conducted?   No

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

Strength:

- a) Up-gradation of teaching, learning and evaluation process
- b) Fully online admission and deposit of fees through designated bank
- c) Improved library facilities
- d) Improved students' support system
- e) Complete intra college LAN connection

Weakness:

- a)   Lack of proper infrastructure due to shared colleges
- b)   Due to the timing of the college, the college fails to attract quality students including girls students

c) Expansion of activities become difficult since infrastructure is shared by three colleges

Opportunity:

a) Abandoned boys' hostel may be allotted to the college to run the college separately
b) College can attract students who are in job as well as pursuing professional and other courses
c) Can introduced distant learning courses since a good number of students are in job

Threat:

a) Stiff Competition from evening units of 7 colleges situated within 2 kilometres
b) Creation of good number of low end jobs may adversely affect the student strength
c) Non reflection of potency of the college through results of the students due to lack of quality students
d) Paucity of working hours of the college which effect different college related works other than teaching

8. Plans of institution for next year

i. Central IT lab with all necessary facilities
ii. Arrangement for a dedicated server
iii. Separate campus for the college

DR.PRADIPDATTA
Coordinator, IQAC

09/11/16

PROF. PRADIP KUMAR MAITI
Principal &Chairperson, IQAC

Annexure -I

Academic Calendar of the affiliating university, University of Calcutta for the year 2015-16, which is strictly followed by the Ananda Mohan College

UNIVERSITY OF CALCUTTA
Academic Calendar for the B.A., B.Sc., B.Com. and B.Mus. Courses of Studies
(under 1+1+1 System of Examinations) for the Academic Session 2015-2016

Last date of admission to the 1st year Degree Courses: 10.8.2015

Last date of change of subject(s)/ stream : 31.08.2015

Course of Studies	Date of Commencement of Classes	Submission of Registration Form to C.U. by the College	Mid-term Exam	College Test	Result of College Test	Filling-up of Form for Univ. Exam.	Date of Examinations (Tentative)		Pub. of Result (Tentative)
							Theoretical	practical	
Part-I	Last week of July'15	18.9.2015 (without fine) (Application forms for Registration be submitted by the students to the college within 11.9.15). 30.9.2015 (with fine)	Nov.' 15	2nd week of March 2016	1st week of April, 2016	2nd week of April, 2016	B.Com.(H+G) 20.6.16-30.6.16 B.A./B.Sc. (H & Major) & B.Com. (Major) 12.7.16-15.7.16 B.A./B.Sc.(Genl.) 19.7.16-29.7.16	B.A./B.Sc.(H & Major) & B.Com. (Major) 01.8.16-22.8.16	Within 90 days from the last date of Exam.
Part-II	within 7 days from the completion of Part-I Exam.		Nov.' 15	2nd week of February 2016	1st week of March, 2016	2nd week of March 2016	B.Com.(G+H) 03.5.16-20.5.16 B.A./B.Sc. (H & Major) & B.Com. (Major) 24.5.16-27.5.16 B.A./B.Sc.(Genl.) 31.5.16-13.6.16	B.Com.(G+H) 28.3.16-18.4.16 B.A./B.Sc. (H & Major) & B.Com. (Major) 26.4.16-13.5.16 Genl. 15.6.16-08.7.16	-Do-
Part-III	within 7 days from the completion of Part-II Exam.		Nov.' 15	2nd week of January 2016	last week of January 2016	1st week of February 2016	BA/B.Sc./B.Com. (Hons. & Major) 01.4.16-12.4.16 (Genl.) 20.4.16-26.4.16	(H & Major) 08.3.16- 25.3.16 Genl. 28.3.16-13.4.16	Within June, 2016
	Part-I Compulsory Language, 2016						01.3.16-09.3.16	------------------	
	Part-I & II Supplementary Examination, 2015	Filling up of Form: 02nd week of December, 2015					28.01.16-05.02.16	08.02.16-20.2.16	

(S.K.Sarkar)

Events	Dates
Regular first year classes begin	27/7/2015
Regular second year classes begin	17/08/2015
Regular third year classes begin	04/08/2015
Mid-Term test	30/11/2015
Project work for third year students	02/02/2016
Part III test examination	18/01/2016
Part II test examination	18/02/2016
Part I test examination	14/03/2016

Annexure-II
Students' Feedback

Students' Feedback about the college

1. Academic Atmosphere of the College

Comments	Percentage
Excellent/Highly Satisfactory	24.1%
Good/Satisfactory	51.3%
Average	17.6%
Needs Improvement	7%

2. Teaching Programme

Comments	Percentage
Excellent/Highly Satisfactory	53.16%
Good/Satisfactory	36.11%
Average	5.21%
Needs Improvement	5.52%

3. Co-curricular Activities

Comments	Percentage
Excellent/Highly Satisfactory	27.11%
Good/Satisfactory	50.32%
Average	18.17%
Needs Improvement	4.40%

4. Students' Support System

Comments	Percentage
Excellent/Highly Satisfactory	28.42%
Good/Satisfactory	37.17%
Average	20.31%
Needs Improvement	14.10%

All communications are to be addressed to the Joint Secretary by designation and not by name.

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
I.B.8 Sector III Salt Lake, Kolkata 700 098
Phone : (033) 2335 4767
Fax : (033) 2335 6866
E-mail : ugcero_kolkata@yahoo.in

BY SPEED POST

No: F.IQAC-W-083/13-14 (ERO)

March, 2014

√ The Accounts Officer
Eastern Regional Office,
University Grants Commission,
Kolkata.

Sub: Release of Grant under the scheme of Internal Quality Assurance Cells (IQAC) in Colleges during XII Plan period.

Sir/Madam,

The UGC Head Office orders No.F.6-2/2014(IQAC/ERO/RO) dated 13.03.2014. The Commission has decided to release of grants under the scheme of Internal Quality Assurance Cells (IQAC) in Colleges during XII Plan period. Accordingly, I am directed to convey the approval of Chairman, UGC to allocate and sanction of Rs.3,00,000/- to Ananda Mohan College, 102/1, Raja Rammohan Sarani, Kolkata, West Bengal 700009 for the XII Plan period as detailed below: -

Sl No.	Purpose of grant (Head of Account 4(xvi)	Amount allocated (Rs.)	Grant already sanctioned (Rs.)	Grant now being sanctioned (Rs.)	Total Grant (Rs.)	Balance grant (Rs.)
A	Capital Head-35					
1.	Office Equipment	60,000/-				
	Total: A	60000/-				
B	General Head-31					
1.	Honorarium to the Director/Coordinator, IQAC @Rs.1000 X 12 X 5	60,000/-				
2.	Hiring Services for Secretarial & Technical Services	60,000/-				
3.	ICTs Communication expenses	70,000/-				
4.	Contingencies	50,000/-				
	Total: B	2,40,000/-				
	Grand Total: A+B	3,00,000/-	NIL	3,00,000/-	3,00,000/-	NIL

2. The sanctioned amount is debitable to Head of Account as detailed below.

Amount sanctioned (Rs.)	For General (77.5%) (Rs.)	For SC 15% (Rs.)	For ST 7.5% (Rs.)
3,00,000/-	232500/-	45000/-	22500/-

3. The sanctioned amount is debitable to 4(xvi) and is valid for payment during the financial year 2013-2014 only.

4. The XIIth plan guidelines available in the UGC website www.ugc.ac.in may be refferred by the college for the composition of the committee, function and follow-up actions of IQAC. The college shall incurr expenditure on items as given in the guidelines.

5. The amount of the grant shall be drawn by the Accounts Officer, UGC, ERO, Kolkata (Drawing and Disbursing Officer), University Grants Commission, on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following detail
   (a) Details (Name & Address) of Account Holder:
      Principal,
   (b) Account No.: 19630001000096100
   (c) Name & Address of Branch: Punjab National Bank, Gaiper Branch
   (d) MICR Code of Branch: 700024050
   (e) IFSC Code: PUNB01196300
   (f) Type of Account: SB/Current/Cash Credit.

6. The grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed proforma submitted by the College/Institution.

7. The University/College shall maintain proper accounts of the expenditure out of the grants which shall be utilized only on approved items of expenditure and ensure proper labeling of the items purchased.

8. The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend Their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't

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Joint Secretary by designation and not by name

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098
Phone :   (033) 2335 4767
Fax   :   (033) 2335 0586
Web: www.ugc.ac.in

No.F. AGW-504/11-12(ERO)

~~March 05, 2013~~

3 0 MAR 2013

To

The Principal/ Teacher-in-Charge,
Ananda Mohan College,
102/1,Raja Rammohan Sarani, Kolkata,
West Bengal-700009.

Sub: Approval of additional assistance to Colleges already covered
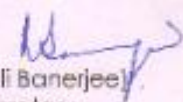under Section 12B of the UGC Act, 1956.

Sir/Madam,

The University Grants Commission has approved your proposal under the scheme of additional assistance to Colleges already covered under Section 12B of the UGC Act, 1956. As per the recommendations of the Expert Committee, an amount of ₹2500000/- has been allocated to your college.

Your proposal has been approved subject to the modifications enclosed as **Annexure-I**.

An amount of ₹1250000/- (50% of the allocation) is being sanctioned separately as the first instalment. **The College should follow its Detailed Project Report (DPR) strictly; however it must be read with the Remarks against specific items at Annexure-I. Expenditure on air conditioner and water cooling system are inadmissible.**

As per decision taken in a Meeting of the UGC held on 19th July, 2012, Colleges will be permitted to utilize the grant under the Scheme of Additional assistance to Colleges, **within a period of six months from the date of release of grant.**

Yours faithfully,

(Dr. Ratnabali Banerjee)
Joint Secretary

Encl. As above.

Calcutta