

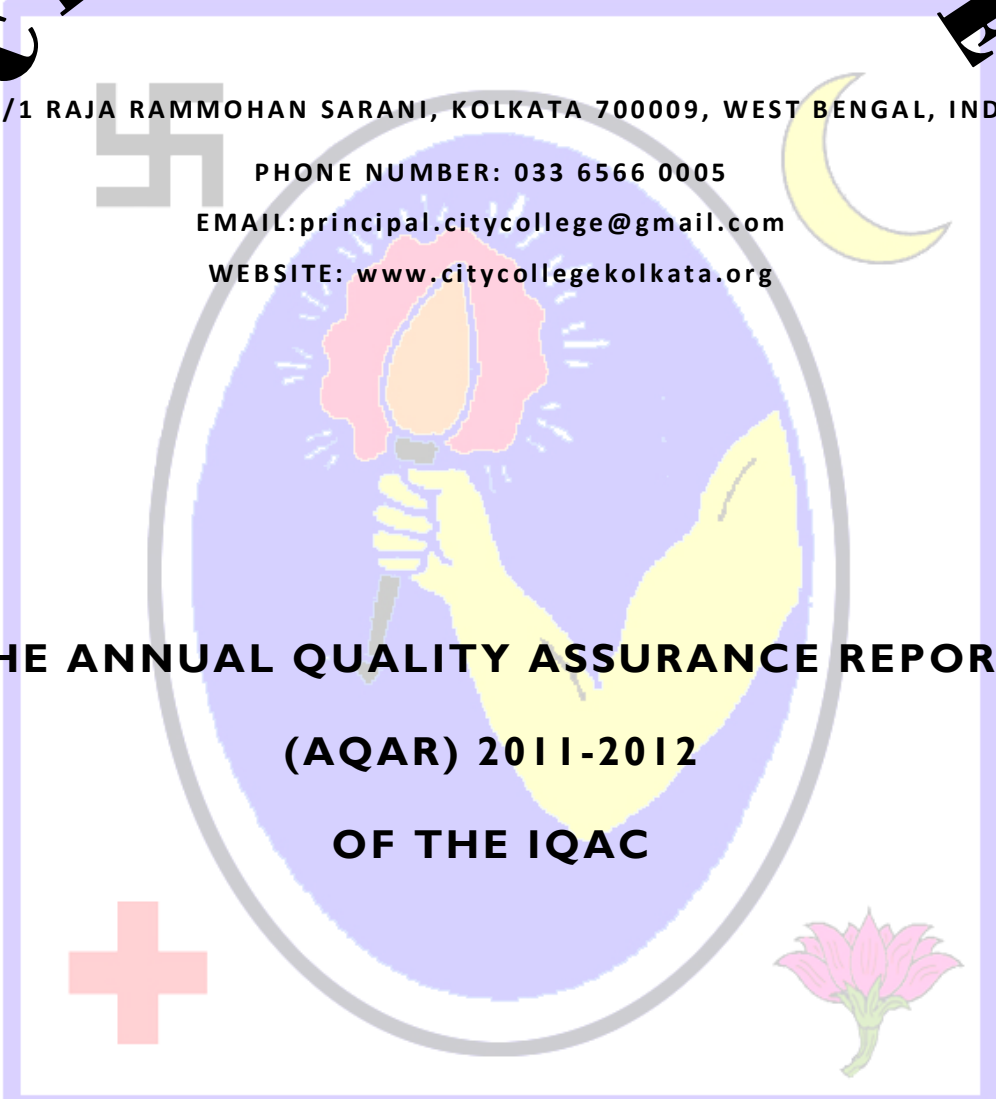
# CITY COLLEGE

102/1 RAJA RAMMOHAN SARANI, KOLKATA 700009, WEST BENGAL, INDIA

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**THE ANNUAL QUALITY ASSURANCE REPORT  
(AQAR) 2011-2012  
OF THE IQAC**

श्रद्धावान् लभते ज्ञानम्

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

### I. Details of the Institution

1.1 Name of the Institution

CITY COLLEGE

1.2 Address Line 1

102/1 RAJA RAMMOHAN SARANI

Address Line 2

City/Town

KOLKATA (Previously CALCUTTA)

State

WEST BENGAL

Pin Code

700009

Institution e-mail address

principal.citycollege@gmail.com

Contact Nos.

033 6566 0005

Name of the Head of the Institution:

Dr. SITAL PRASAD CHATTOPADHYAY

Tel. No. with STD Code

033 6566 0005

Name of the IQAC Co-ordinator:

Dr. TAPAN KUMAR GHOSH

Mobile:

09231864656

IQAC e-mail address:

iqac.citycollegekolkata@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) \_\_\_\_\_

1.4 Website address:

www.citycollegekolkata.org

Web-link of the AQAR:

[http://citycollegekolkata.org/AQAR/AQAR\\_2011\\_12.pdf](http://citycollegekolkata.org/AQAR/AQAR_2011_12.pdf)

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	78.5	2007	5 YEARS
2	2 <sup>nd</sup> Cycle	X	X	X	X
3	3 <sup>rd</sup> Cycle	X	X	X	X
4	4 <sup>th</sup> Cycle	X	X	X	X

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

26/08/2014

1.7 AQAR for the year (for example 2010-11)

2011 - 2012

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC = Submitted from 2011-2012 onwards

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

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

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.: NIL

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related): NIL (As IQAC was constituted in August 2014)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC - NIL

(As IQAC was constituted in August 2014)

2.15 Plan of Action by IQAC/Outcome - NIL

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
NIL	NIL

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR was placed before the Governing Body and suggestions by the Governing Body were considered for implementation.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PG				
UG	03(B.A, B. Sc, B. Com)			
Certificate				
Others				
<b>Total</b>	03			
Interdisciplinary				
Innovative				

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options – **As per Calcutta University directives**

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	03

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

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

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

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

University of Calcutta updates the syllabi time to time.

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

NO

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	55	01	54	00	

2.2 No. of permanent faculty with Ph.D.

36

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others (Librarian)		Total	
R	V	R	V	R	V	R	V	R	V
00	23	00	NA	NA	NA	00	01	00	23

2.4 No. Of Permanent Part Time and Guest faculty

31

09

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		5	55
Presented papers		4	2
Resource Persons		2	1

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

ICT is used along with conventional mode of teaching and learning

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

210

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

As our Institution is affiliated to University of Calcutta our evaluation system is regulated by the University. In addition internal assessment system is also practiced

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

04

2.10 Average percentage of attendance of students

60%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I Class (60%)	II Class (50%)	III %	Pass %
B. A	174		04	137		81%
B. Sc	165	41	21	52		69%
B. Com	409	NIL	15	331		84.6%

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

(As IQAC was formed in September 2014)

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NIL
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	NA
Staff training conducted by other institutions	NA
Summer / Winter schools, Workshops, etc.	NA
Others	NIL

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	39	6	--	--
Technical Staff	02	2	--	--



## Criterion – III

### 3. Research, Consultancy and Extension

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

NIL (As IQAC was formed in August 2014)

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1		
Outlay in Rs. Lakh		5.75		

#### 3.3 Details regarding minor projects

NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals		05	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

#### 3.5 Details on Impact factor of publications: NA

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from - NA

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution -

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 lakh:

(From funding agency/From Management of University/College)      Total

3.16 No. of patents received this year -

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

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

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones): JRF; SRF; Project Fellows; Any other:

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: University level; State level; National level; International level:

3.23 No. of Awards won in NSS: University level; State level; National level; International level:

3.24 No. of Awards won in NCC: University level; State level; National level; International level:

3.25 No. of Extension activities organized :

University forum       College forum   
NCC       NSS       Any other

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

## 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	3602 sq.mt.	0		
Class rooms	40	0		
Laboratories	7	3	COLLEGE	6 Lakh
Seminar Halls	NIL	NIL		
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	NIL			
Value of the equipment purchased during the year (Rs. in Lakh)		1.25	State Govt.	1.25 Lakh
Others				

#### 4.2 Computerization of administration and library

**Administration: some of the departments of the Office are computerised**  
**Library: using SOUL software developed by UGC-INFLIBNET for library automation**

#### 4.3 Library services: Financial Year – 2011-2012

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	44114		6	2316.00	44120	
Reference Books	1782		2	35.00	1784	
Journals	8	5566.00	All journals renewed No new additions		8	5566.00
e-Books	The City College Library has become the member of UGC-N-LIST E-Journal Consortia vide letter INF/N-LIST.2010/546 dt. 20.04.2010 and thus getting access to e-books, e-journals and e-database as per subscription for the colleges.					
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	40	1	1	5	NIL	5	35	NIL
Added	12	1	2	6	NIL	3	9	NIL
Total	52	2	3	11	NIL	8	44	NIL

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

TRAINING PROGRAMME FOR e-GOVERNANCE IS ARRANGED FOR STAFFS

4.6 Amount spent on maintenance in lakh :

i) ICT	0.5
ii) Campus Infrastructure and facilities	02
iii) Equipments	1.25
iv) Others	01
<b>Total :</b>	<b>4.75</b>

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services NIL

5.2 Efforts made by the institution for tracking the progression Regular monitoring of students' progress is done by the Administration

5.3 (a) Total Number of students

UG	PG	Ph. D.
3304		

(b) No. of students outside the state Exact Data not available

(c) No. of international students (Men /Women) NIL

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
						2972	327	05	x	x	3304

Demand ratio + Dropout %

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

No. of students beneficiaries  
 5.5 No. 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  
**Some service providers frequently visited our institution for counseling and career guidance**

No. of students benefitted 6

5.7 Details of campus placement – NA

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

5.8 Details of gender sensitization programmes: NIL

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

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs: State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

## Criterion – VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To propagate knowledge among different strata of society

6.2 Does the Institution has a management Information System

NO

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

6.3.1 Curriculum Development

NA

6.3.2 Teaching and Learning

Enhanced teaching method with application of ICT

6.3.3 Examination and Evaluation

DEPARTMENTAL CLASS TEST, MID TERM TEST, HALF YEARLY EXAMINATION, ETC

6.3.4 Research and Development

MINOR & MAJOR RESEARCH PROJECT

6.3.5 Library, ICT and physical infrastructure / instrumentation

LIBRARY PROVIDED WITH ICT EQUIPMENTS

6.3.6 Human Resource Management

- Support for skill-development of the staff and faculty through training programmes.
- Career Advancement Scheme/Professional development through promotion to higher scales
- Encouragement to the faculty to join Academic Staff College Programmes.

6.3.7 Faculty and Staff recruitment

AS PER DIRECTIVES FROM GOVT OF WEST BENGAL

6.3.8 Industry Interaction / Collaboration

SOME INDUSTRIES ARE COMING TO MEET WITH OUR STUDENTS FOR SELECTING THEIR PROSPECTIVE EMPLOYEES

6.3.9 Admission of Students

ON LINE & MERIT BASED

6.4 Welfare schemes for

Teaching	STAFF BENEVOLENT FUND & COOPERATIVE
Non teaching	
Students	WELFARE FUND

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) have been done? NO

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

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

ALUMNI MEET, SOCIAL GATHERING & FRUITFUL COORDINATION AMONG STAKEHOLDERS

6.12 Activities and support from the Parent – Teacher Association

NO SUCH ASSOCIATION EXISTS

6.13 Development programmes for support staff

REGULAR TRAINING & INSTRUCTIONS FROM THE COLLEGE & UNIVERSITY

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

ORGANIZATION OF REGULAR ENVIRONMENTAL AWARENESS PROGRAMME

## 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.

ON-LINE ADMISSION SYSTEM WAS INTRODUCED

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

“ACTION TO BE TAKEN” PROGRAMME HAS BEEN FORMULATED

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

- A. INITIATION OF ON-LINE ADMISSION PROCESS  
B. AUGMENTATION OF NEW LABORATORY FACILITIES IN BIOLOGICAL SCIENCE DEPARTMENTS

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

7.4 Contribution to environmental awareness / protection

PROJECTS ON ENVIRONMENTAL STUDIES ARE ASSIGNED TO STUDENTS AS A PART OF CURRICULUM

7.5 Whether environmental audit was conducted?

NO

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

8. Plans of institution for next year

Introduction of modern ICT based programmes

Name – DR. TAPAN KR. GHOSH

Name – DR. SITAL PRASAD CHATTOPADHYAY

Tapan kr Ghosh

Sitalprasad Chattopadhyay

Signature of the Chairperson, IQAC

Signature of the Coordinator, IQAC

END

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