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

1. Details of the Institution

1.1 Name of the Institution

> GURUDAS COLLEGE

1.2 Address Line 1

> 1/1, SUREN SARKAR ROAD

Address Line 2

> NARIKELDANGA

City/Town

> KOLKATA

State

> WEST BENGAL

Pin Code

> 700054

Institution e-mail address

> principal@gurudascollege.edu.in

Contact Nos.

> +91 33 23703841, +91 33 23536653

Name of the Head of the Institution:

> DR. SWAPAN KUMAR PANDA

Tel. No. with STD Code:

> +91 33 25762770

Mobile:

> +919836441745

Name of the IQAC Co-ordinator:

TRIPARNA MAJUMDER

Mobile:

+919830597192

IQAC e-mail address:

iqac.gurudas@gmail.com

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

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

EC/55/RAR/080 dated MARCH 27, 2011

1.5 Website address:

http//gurudascollege.edu.in

Web-link of the AQAR:

http://gurudascollege.edu.in/iqac

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	2.78	2004	2004-09
2	2nd Cycle	B	2.87	2011	2011-16
3	3rd Cycle				
4	4th Cycle				

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

21/01/2004

1.8 AQAR for the year *(for example 2010-11)*

2015-16

1.9 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. AQAR2010-11 submitted to NAAC on 23-04-2013
   ii. AQAR2011-12 submitted to NAAC on 05-04-2014
  iii. AQAR 2012-13 submitted to NAAC on 02-12-2016
  iv. AQAR 2013-14 submitted to NAAC on 02-12-2016
   v. AQAR 2014-15 submitted to NAAC on 31-05-2017

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 ☐

1.11Type of Faculty/Programme

      Arts [√] Science [√] Commerce [√] Law ☐   PEI (PhysEdu) ☐

      TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

      Others (Specify) [.]

1.12 Name of the Affiliating University (*for the Colleges*)   [UNIVERSITY OF CALCUTTA]

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

Autonomy by State/Central Govt. / University   NA

University with Potential for Excellence   NA   UGC-CPE   Not Applied

DST Star Scheme   Not Applied   UGC-CE   NA

UGC-Special Assistance Programme   NA   DST-FIST   NA

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

UGC-COP Programmes   -

2. IQAC Composition and Activities

2.1 No. of Teachers   12

2.2 No. of Administrative/Technical staff   03

2.3 No. of students   02

2.4 No. of Management representatives   04

2.5 No. of Alumni   -

2. 6 No. of any other stakeholder and

Community representatives   01

2.7 No. of Employers/ Industrialists   -

2.8 No. of other External Experts   02

2.9 Total No. of members   24

2.10 No. of IQAC meetings held   05

2.11 No. of meetings with various stakeholders: No. `12` Faculty `04`

Non-Teaching Staff Students `04` Alumni `02` Others `02`

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

If yes, mention the amount ☐

2.13 Seminars and Conferences (only quality related)

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

Total Nos. `09` International ☐ National ☐ State ☐ Institution Level `09`

(ii) Themes

- Talk on "Why Should One Invest in Stock Market − Common Myths Demystified" by Mr. Indranil Sarkar, Academic Head, International College of Financial Planning.
- Talk on "Indian Capital Market − Issues and Challenges" by Dr. Pema Lama, Assistant Professor, Department of Commerce, University of Calcutta.
- Talk on "Career Opportunities in Capital Market" by Mr.Nimai Sundar Manna, Research Associate, CUCSC-CEFM.
- Seminar on "Chemistry in Undergraduate Level". Resource Persons: Prof Rana Sen, Scottish Church College & Prof. Priyatosh Dutta, Ananda Mohan College.
- Workshop in collaboration with SEBI on "Financial Planning for Young Investors". Resource Person: Dr. Ram Prahalad Chaudhuri, University of Calcutta.
- Library Day Celebration.
- Workshop on "Prospects of Higher Education Abroad" in collaboration with *For Best Solution.*
- Talk on " Maternal Effects in Flowering Plants" by Prof. Ripan Chandra Das, Gurudas College
- Talk on Gender Equality by Dr. Sarmistha Gandoray, Gurudas College

2.14 Significant Activities and contributions made by IQAC

The activities and contributions made by IQAC include

- Close monitoring of quality sustenance and quality enhancement measures.
- Review of academic performance of students.
- Celebration of Mother Earth Day.
- Awareness Program on Breast Cancer.
- Awareness Program on Oral Cancer.
- Commemoration of International Women's Day 2016.
- Poster Competition on the theme "Planet 50-50 by 2030".
- Observance of the International Day for The girl Child.
- Academic audit of teachers seeking career advancement.
- Routine activities like student assessment of teacher, preparation of AQAR etc.

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
Curricular Aspects: • Teaching Beyond the syllabus • Intensive coaching **Teaching learning and evaluation:** • Efforts are on to introduce post-graduation courses in Bengali, Zoology and Physics. • Teaching Plan, student projects, student seminars, excursions and other regular features • Student assessment of teachers. **Research Consultancy and Extension** • Publication of college Research Journal "ESHONA". • New and ongoing research projects • Infrastructural support to the study centre of Netaji Subhash Open University • Extension activities by NSS volunteers. **Infrastructure and Learning Resources** • Procurement of more books, journals and learning resources. • State of the Art Laboratories • Library Day Celebration to inculcate reading habits amongst students • Technological Up-gradation • Routine Maintenance and repair	Teaching beyond the syllabus : By going beyond the chalk and talk method we organized field trips, educational excursions, book exhibition, learner centric student seminars etc so that students do not remain passive recipients in classes but actually engage themselves intellectually with teachers. Periodic unit tests were taken for honours students For slow and weak learners special and remedial classes were taken CAS papers of 10 Assistant Professors (Both Grade I and Grade II were processed by IQAC and Academic Audit (which includes number of classes allotted, number of classes taken) was done as per University of Calcutta and Government Guidelines. The Academic Audit was subsequently approved by the University appointed subject expert and Government and DPI nominee. Talk on "Why Should One Invest in Stock Market − Common Myths Demystified" By Mr. Indranil Sarkar, Academic Head, International College of Financial Planning. Talk on "Indian Capital Market- Issues and Challenges" by Dr. Pema Lama, Assistant Professor, Department of Commerce, University of Calcutta. Talk on "Career Opportunities in Capital Market" by Mr. Nimai Sundar Manna, Research Associate, CUCSC-CEFM. Seminar on "Chemistry in Undergraduate Level". Resource Persons: Prof. Rana Sen, Scottish Church College, Prof. Priyatosh Dutta, Ananda Mohan College. Workshop in collaboration with SEBI on "Financial Planning For Young Investors". Resource Person: Dr. Ram Prahalad Chaudhuri, University of Calcutta. Library Day Celebration Workshop on "Prospects of Higher Education Abroad" in collaboration with *For Best*

works 🞣 **Student Support and Progression** • Plan for Career fair so that students can make informed choices about their career • Scholarships for needy and meritorious students • Student participation in decision making • Soft Skill development program 🞣 **Governance Leadership and Management:** • Decentralize governance through various sub-committees. • Proper Utilization of Human Resources. • Continuation of MIS 🞣 **Innovations and Best Practices:** • Career fair • Earn While You Learn	*Solution.* 🞣 Talk on " Maternal Effects in Flowering Plants" by Prof. Ripan Chandra Das, Gurudas College. 🞣 Talk on Gender Equality by Dr. Sarmistha Gandoray, Gurudas College. 🞣 Close monitoring of quality sustenance and quality enhancement measures. 🞣 Review of academic performance of students 🞣 Celebration of Mother Earth Day. 🞣 Awareness Program on Breast Cancer. 🞣 Awareness Program on Oral Cancer. 🞣 Commemoration of International Women's Day 2016. 🞣 Poster Competition on the theme " Planet 50-50 by 2030". 🞣 Observance of the International Day for The girl Child. 🞣 Academic audit of teachers seeking career advancement. 🞣 Routine activities like student assessment of teacher, preparation of AQAR etc.

 Attach the Academic Calendar of the year as Annexure. (**Annexure II**)

2.15 Whether the AQAR was placed in statutory body Yes | √ | No | |

Management | √ | Syndicate | | Any other body | √ |

Provide the details of the action taken

> • Review of corrective measures by the Principal in consultation with Heads of Departments.
> • Detailed discussion of AQAR by Governing Body and Teachers' Council.

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 value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	20	-	04	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	20	-	04	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/**Elective option** (√)/ Open options
     (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	61

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

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

Please provide an analysis of the feedback in the Annexure. **(Annexure III)**

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

> The college is affiliated to the University of Calcutta and follows the syllabus prescribed by the University.
> We try to revise/update syllabus as per university directives.

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

> No

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
51	34	15	01	01

2.2 No. of permanent faculty with Ph.D.

27

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	19	-	-	-	-	-	00	00	19

2.4 No. of Guest and Visiting faculty and Temporary faculty

22		-		07

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	08	10	09
Presented papers	09	09	04
Resource Persons	03	02	-

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

- Interactive classroom teaching through Ms PowerPoint.
- Smart classroom strategy to make ICT integral to learning.
- Hands on project exposure.
- Publication of student magazine "ANWESHANA".
- Publication of college bulletin "WINDOWS"
- Publication of Research Journal with ISSN number entitled "ESHONA".
- Student projects.
- Excursions /Educational Tours.
- Students' Seminars.
- Promoting women's empowerment through lectures, seminars and awareness programmes.

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

217

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

Lecture Demonstration by students

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

0	0	01

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.Sc	357	-	18.8	38.4	32.6	89.8
B.A	364	-	1.6	33.2	52.4	87.2
B.Com	370	-	0.2	27.8	56.5	84.5

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

IQAC monitors the teaching learning process in the following manner
- Regular meeting of the academic sub committee
- Interaction with parents.
- Feedback from alumni.
- Teaching Plan by each individual teacher and Implementation Report at the end of the sessions
- Evaluation of academic performance of students by academic subcommittee, Teachers' Council and Governing Body.
- Academic Audit for faculties seeking promotion under CAS

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	02
HRD Programmes	-
Orientation Programmes	04
Faculty exchange Programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	02
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	15	05	-	07
Technical Staff	10	18	-	11

Criterion – III

3. Research, Consultancy and Extension

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

- Young Scholars are motivated to undertake research on new horizons of different disciplines.
- Seed money is provided by the Research Cell for presenting papers at seminars and conferences.
- Leave as per statute granted to research scholars (FDP etc.).
- Adjustments in time table are made to facilitate teachers to undertake course work for their PhD programmes.
- Our college has annual research journal with ISSN number called ESHONA.
- The Research Cell of the college monitors the activities of the research scholars.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		03	01	-
Outlay in Rs. Lakhs		8.14+19.59+14.86 = **42.59**	6.51	**-**

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		04		01
Outlay in Rs. Lakhs		1.6+2.15+2.5+2.2 = **8.45**		**1.73**

3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	12	-
Non-Peer Review Journals	-	01	03
e-Journals	-	04	-
Conference proceedings	-	05	-

3.5 Details on Impact factor of publications:

Range | 1.377-5 | 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	2012-15 2011-14 2013-16 2015-18	UGC UGC DST IUAC	8,14,000 +19,59,100 +14,85,800 +6,51,000 =49,09,900	96,000 +181333 =2,77,333
Minor Projects	2014-16 2014-16 2014-16 2014-16	UGC	1,60,000 +2,15,000 +2,50,000 +2,20,000 =8,45,000	-
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. | 06 | Chapters in Edited Books | 03 |

ii) Without ISBN No. | |

3.8 No. of University Departments receiving funds from

UGC-SAP | | CAS | | DST-FIST | |

DPE | | DBT Scheme/funds | |

3.9 For colleges   Autonomy | | CPE | | DBT Star Scheme | |

INSPIRE | | CE | | Any Other (specify) | UGC, IUAC |

3.10 Revenue generated through consultancy | |

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	09
Sponsoring agencies	-	-	-	-	College

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

3.13 No. of collaborations   International | | National | 07 | Any other | |

3.14 No. of linkages created during this year | 02 |

3.15 Total budget for research for current year in lakhs:

From Funding agency | UGC, IUAC | From Management of University/College | 0.2 |

Total | 05 |

3.16 No. of patents received this year

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph.D.Guides | 01 |
and students registered under them | 02 |

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

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

JRF | 01 | SRF | - | Project Fellows | 01 | Any other | - |

3.21 No. of students Participated in NSS events:

University level | 31 | State level | 05 |

National level | 03 | 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 [06] State level [05]

National level [　] International level [　]

3.24 No. of Awards won in NCC:

University level [　] State level [　]

National level [　] International level [　]

3.25 No. of Extension activities organized

University forum [　] College forum [　]

NCC [　] NSS [12] Any other [06]

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

The following initiatives are taken:

- NSS Special Camp
- Drive to make the college campus plastic free zone
- Blood donation camp
- Clean Campus and Green Energy
- Cultural Up gradation for street children.
- Campaign against sound pollution
- Nurturing of trees and Plantation
- Celebration of International Peace Day on 15th September
- 15 NSS volunteers participated in the Yoga Camp organized by University of Calcutta on 9th May
- 4 College volunteers took part in the Pre- Republic Day Selection Camp at Bankura Christian College on 26th & 27th September, 2015.
- Students and Volunteer took part in *Swachh Bharat Aviyan* at Gurudas Park and in and around Campus.
- College second year student Bubai Maiti participated in the pre-Republic Day Camp (Eastern Region) in Konkrajhar, Assam between 7th and 16th November, 2015.
- 30 college students took part in the anti-drug rally organized by University of Calcutta on 1st of December, 2015.
- Workshop on sketching and painting for street children.
- Promoting environmental consciousness among students through posters, graffiti, quiz, dance and music.
- Two NSS volunteers of the college took part at the 20th National Youth Festival, Organized by Govt. of India held at Raipur Chhattisgarh between 12th and 16th Jan, 2016.

- 25 students took part in a Seminar on Digital India organized by Govt. of West Bengal and University of Calcutta on 25th Feb, 2016.
- More than 100 volunteers took part in the seven day special NSS camp from 16th to 23rd March, 2016. Among the special features of the camp were seminar on Blood Donation, Cultural Programme, talks by Prof. Sujit Dutta and other Professors.

The following days were observed to sensitize youth about international and national issues:

- International Peace Day (September 15)
- National Blood Donation Day (September 22)
- NSS Day (September 24)
- Communal Harmony Day which coincides with the birth anniversary of The Father of the Nation, Mahatma Gandhi (October 2)
- World Human Rights Day (December 10)
- International Vernacular Day (February 21)
- Birth Day of Swami Vivekananda (12th January)
- International Mother Earth Day(29th September)

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	2.33 acres (142 kathas)	-	-	-
Class rooms	24	-	-	-
Laboratories	25	-	-	-
Seminar Halls	02	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	6.8	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

- Up gradation of KOHA software
- Procurement of twelve desktops, scanners and printers
- E-journal facility

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	39400	8725428	1262	535682	40662	9261110
Reference Books	872	528869	33	21104	905	549973
e-Books	100000	5000	900000	5000	100000	5000
Journals	20	30160	3	9305	23	39465
e-Journals	6000	-	-	-	6000	-
Digital Database	-	-	-	-	-	-
CD & Video	65	9418	-	-	65	9418
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	115	04	13	11	-	30	85	-
Added	35	-	05	11	-	-	35	-
Total	150	04	18	22	-	30	120	-

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

- From 2003 till now our institution has seen sustained development and use of computers, internet access, networking and digitization. The college now boasts of a vibrant, increasingly young new generation of teachers who are computer savvy and the technological landscape is changing fast.
- Internet facility is available in the Principal's room, Staff room, Library and the different departments.
- Office management, including student database, admission, fees collection, transfer, issue of certificates have been computerised.

4.6 Amount spent on maintenance in lakhs:

i) ICT — 34.06

ii) Campus Infrastructure and facilities — 24.96

iii) Equipment — 27.92

iv) Others — 159.84

Total: 246.78

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> The students of this college are the main stakeholders. Keeping their interest in mind IQAC has taken the following initiatives:
>
> * Orientation programme of new students at the beginning of the session
> * Soft skill and personality development programme.
> * Motivating students for using multi-gym by skilled instructor
> * Awards for outstanding performance.
> * Seminar library for Honours students.
> * Free internet facility is provided to students along with photocopy facilities at a concessional rate in library.
> * Career guidance and interactive session with recruitment agencies.

5.2 Efforts made by the institution for tracking the progression

> To track the progression of students the following measures have been taken:
>
> * Weekly meetings of internal management committee
> * Meetings of Academic subcommittee comprising the Heads of Departments
> * Regular interaction with Guardians.
> * Continuous evaluation of Honours students through periodic tests.
> * Monitoring of attendance and academic performance by respective sub-committees.
> * Library orientation programme

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3581	-	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
1974	55.1

Women

No	%
1607	44.9

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3256	569	26	83	-	3934	2914	540	25	102	-	3581

Demand ratio 0.94   Dropout % 15.3

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

- UGC sponsored remedial coaching for entry into services like school service commissions, WBCS etc.
- The career counselling has a year-long programme to guide and groom students for the employment market.
- Coaching students for Post-Graduation courses.

No. of students beneficiaries   314

5.5 No. of students qualified in these examinations

NET		SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

- NSDC Seminar conducted by Mediskill Limited on 09.09.15
- Job Fair on 10.10.2015
- Seminar on Career Prospects after graduation in collaboration with Times of India Group; TIMESPRO on 19.12.2015

No. of students benefitted   354

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 (TCS and ICICI Prudential)	124	28	Data not available because a) Most students opt for higher studies b) They also join the informal sector

5.8 Details of gender sensitization programmes

As per VISHAKA guidelines of the Hon'ble Supreme Court of India, a Gender Sensitization and Action against Sexual Harassment Cell has been formed.
- Commemoration of *International Mother Earth Day* on September 29.09.2015.
- Observance of the *International Day of the Girl Child*.
- Re inauguration of Ladies Common Room.

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	629	3,45,970
Financial support from government	180 (Kanyashree) + 453 (SC, ST, OBC) + 52 (Minority)	13,59,000 (SC, ST, OBC) + 2,54,800 (Minority)
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fair: 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   [04]

5.13 Major grievances of students (if any) redressed:
- Students demanded procurement of more learning resources
- Better laboratory instruments/equipment and renovation of the canteen.
- The college authority took appropriate steps to redress their grievances.

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> Grooming students to be responsible citizens of the country by giving them a holistic education in a dynamic and multi-cultural environment and realize their maximum potential.
>
> - Fostering an environment that is conducive to rational thinking inside as well as outside the classroom.
> - Striving for academic excellence and nurturing a secular environment free from bias and prejudice.
> - Imparting quality education at an affordable cost so as to create morally upright, socially concerned and physically sound future guardians of the society.

6.2 Does the Institution has a management Information System

> - Gurudas College maintains MIS to support its academic programme and administrative operations.
> - The College seeks to ensure the integrity of IT resources made available to the community to prevent disruption to academic and administrative requirements.
> - The college has a LAN through which students, teachers and supporting staff can access the current data base of students, their academic performance as also other academic query.
> - The institution has a responsibility to protect the confidentiality of the information to which they have access. Students and other users are expected to access IT resources to which they have authorization and are required to protect the privacy of passwords to prevent access by unauthorized users.
> - Information Technology resources refer to all computers and communication facilities, service and resources including but not limited to networking devices, e-mail service, wireless devices and any associated peripherals and software that are owned, managed maintained by the institute.

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

6.3.1 Curriculum Development

> During the academic session 2015-16 the quality improvement strategies included-
>
> - Workload distribution as per specialisation of faculty members
> - Faculty members are engaged in examination related confidential work of Calcutta University
> - Teachers look into overall academic growth and quality improvement throughout the academic session.

6.3.2 Teaching and Learning

> The quality improvement strategies in 2015-16 were:
>
> - Healthy interaction between students and faculty which goes beyond the classroom.
> - Learning beyond curriculum
> - Well equipped library for both faculty and students
> - Regular feedback from students to improve teaching and learning methods

6.3.3 Examination and Evaluation

- Institute follows the University of Calcutta prescribed evaluation and examination methods i.e. mid-term assessment and college test.
- Continuous evaluation of students by continuous assessment and mid-term tests.
- Transparency is maintained in evaluation process.

6.3.4 Research and Development

- Several major and minor projects are funded by UGC, DST.
- College provides all support for research development like sanctioning duty leave. encouraging faculty to interact with academics from other institutions
- Providing infrastructural facility and financial support to the teaching staff for their academic up gradation.

6.3.5 Library, ICT and physical infrastructure / instrumentation

College library has been digitised. Following services are provided.

- Internet facilities to the users.
- Completely automated circulation system through barcode in library.
- Wi-Fi enabled College library.
- Electronic Article Surveillance(EAS) system
- Procurement of new modern instrument and equipments.

6.3.6 Human Resource Management

We ensure that Human Resource Supply meets Human Resource Demands.

- Scanning the college's University results (comparing it with that of University figures) we make necessary changes in the academic lesson plans as also the time tables.
- College ensure adequate supply of human resource by appointing Guest/ Part Time faculties.
- The IQAC in its regular meetings deliberates extensively on the SWOC analysis (at the micro level) for forecasting shortage of HR and its growing demand.
- Our college recognizes that the development of human resources is necessary for efficient and effective working of the institution. That is why teachers are allotted different duties in 30 odd sub-committees.

6.3.7 Faculty and Staff recruitment

The college has five types of teachers:

- Permanent teachers holding substantive posts.
- Part time Permanent Teachers approved by the government.
- Full time contractual teachers approved by the Government.
- Full time contractual teachers appointed by the college.
- Guest Faculty.

The first three categories of teachers are appointed by the Government. The last two categories of teachers are appointed by a selection board comprising the Principal/ T.I.C., one GB member, Head of the Department and subject expert.

Administrative staffs are of two types:

- Permanent Staff appointed by the Government
- Contractual and/or Casual staff

Contractual and/or Casual staff is selected by a duly constituted selection board.

6.3.8 Industry Interaction / Collaboration

- Teachers are encouraged to make their courses of study relevant to industry.
- Factory visits, lectures by industry experts and domain experts are regularly conducted.
- The Departments of Economics, Microbiology and Chemistry have taken their students to factory sites at regular intervals.
- Interactive sessions have been conducted by career counselling cell to brighten the career prospects of students

6.3.9 Admission of Students

To promote transparency in administration, computerized online admission system has been introduced for B.A/B.SC/B.Com honours and general programme as per the directive of the University of Calcutta. Admission is strictly according to merit list as per University norms.

6.4 Welfare schemes for

Teaching	03
Non teaching	02
Students	02

6.5 Total corpus fund generated

Bank Interest-2,17,642+ Rental Charges-31,200 + Sales Proceeds- 8,910 = 22,19,752

6.6 Whether annual financial audit has been done   Yes   √   No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	1. Nominee from The Directorate of Public Instruction, Government of West Bengal 2. Subject Expert nominated by University of Calcutta	Yes	1.Governing Body 2.IQAC 3.Academic Sub-committee 4.Teachers' Council
Administrative			Yes	Governing Body

6.8 Does the University/ Autonomous College declares 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 Alumni Association takes a keen interest in the development of the college.

- Active participation and contribution by alumni.
- Alumni regularly visit the college during such occasions as Foundation Day Celebrations, Gurudas Banerjee Memorial Lectures etc.
- Former students are allowed reading facility in the library.
- The Alumni Association organizes annual reunion

6.12 Activities and support from the Parent – Teacher Association

- Different departments hold annual Parent Teacher meeting where students interact with teachers in the presence of the Principal or Teacher in Charge.
- Liaison is maintained with parents through periodic progress report cards.

6.13 Development programmes for support staff

- The Principal and Governing Body members hold regular meetings with support staff.
- There is a cooperative credit society from where staff can take easy loans.

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

Initiative in this regards were

- Hands on training by faculties of the Botany department in the college garden.
- Campus cleanliness drive as part of the *Swach Bharat Abhijan*.
- Planting of trees and saplings in and around college campus as part of the afforestation week and Foundation Day.
- Project assigned to students as part of the CU prescribed Environmental Studies syllabus on such topic as climate change, soil erosion, sustainable development, global warming, energy crisis etc.
- Talks, poster competitions and other programme organised by the college nature club **Vasudha** to promote environmental consciousness among students.

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.

During the year under review following initiatives were taken

- On 11th September 2015, a seminar on 'Chemistry at Undergraduate Level' was organised.
- Awareness programme on breast cancer was organised on 13th October, 2015.
- Awareness programme on breast cancer was organised in October, 2015.

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

- Talks on gender related issues.
- Seminar on Network Securities.
- Remedial coaching for slow and week learners.
- Periodic review of quality sustenance and quality enhancement measures by IQAC.
- Student and staff welfare schemes
- Counselling sessions
- Ongoing digitization
- Infrastructure expansion

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

> **Best practice -1**
> - Career Fair
>
> **Best practice -2**
> - Earn While You Learn

Details provided in Annexure **(Annexure IV)**

7.4 Contribution to environmental awareness / protection

> Initiative in this regards were
> - College nature club **Vasudha** promotes environmental consciousness among students.
> - Planting of trees and saplings in and around college campus as part of the afforestation week and Foundation Day.
> - NSS volunteers took a campus cleaning drive as part of the *Swach Bharat Abhijan*.
> - Motivated by the motto of the International Environment Movement `**Think Globally Act Locally**' we turned the college campus into a plastic free and no smoking zone.

7.5 Whether environmental audit was conducted?   Yes √   No

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

> Following initiatives were taken by NANDANA
>
> - Observance of International Mother Earth Day on 29th September 2015
> - Screening of film entitle `**Save Mother Earth'**.
> - Observance of the International Day of the Girl Child on 11th October 2015
> - Screening of a film entitle `**Save the Girl Child'**.
> - Talk on gender equality**.**
> - Posters on 'Planet 50-50 by 2030'**.**

8. Plans of institution for next year

- **Curricular Aspects:**
- Innovative Pedagogy
- Talks Extension Lectures Seminars and Workshops

- **Teaching learning and evaluation:**
- Special Coaching for weak learners.
- Remedial classes
- Student Evaluation of Teachers
- Academic Audit of teachers seeking CAS benefit
- Other regular activities like teaching plan, teaching plan evaluation reports, excursions etc.
- promotion under CAS

- **Research Consultancy and Extension**
- Publication of college research journal "ESHONA".
- New and ongoing research projects
- Infrastructural support to the study centre of Netaji Open Subhas Open University
- Student Projects
- Extension activities by NSS volunteers.
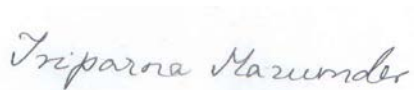
- **Infrastructure and Learning Resources**
- Procurement of more learning resources.
- Laboratory up gradation
- Library Day Celebration to spread reading habits amongst students
- Technological Up-gradation
- Routine Maintenance and repair works
- Resource Mobilization under RUSA

- **Student Support and Progression**
  - Counselling and placement services
  - Campus Interview
  - Scholarship for needy and meritorious students
  - Skill development course

Name _____Prof. TRIPARNA MAJUMDER_____   Name _____Dr. MAUSUMI CHATTERJEE_____

Triparna Majumder   *Nalah*

_____   _____

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	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure II

Institutional Calendar – Session : 2015-2016

Month	1st Week	2nd Week	3rd Week	4th Week	Last Week
July'2015	×	×	18th - Rathajatra Eid-ul-Fitre	×	Classes commence for Part-I
August	Classes commence for Part-III	Classes	15th Independence Day	Classes Classes commence for Part-II	Classes
September	Classes 5th-Janmasthami	Classes	Intra-College Cultural competitions	Classes 25th Id-ul-zoha	Classes
October	Classes JOSH	Classes	Classes 12th Mahalaya	Classes 19th Autumn Vacation starts	Vacation
November	Vacation	Vacation	14th Classes resume 20th-Jagadhatri Puja	Classes 25th-Guru Nanak's birthday	Classes Mid-term Exam. Part-I, Part-II & Part-III
December	Classes Annual sports	Classes	Classes	24th-Fateha Doaz Daham 25th-Winter recess starts	Recess
January'2016	1st-Holiday Classes Annual sports	Classes 13th Saraswati Puja	Classes	Classes 23rd-Netaji's B'thday 26th-G.U. Foundation Day 25th-Magdossai 26th Republic Day	Classes Part-I & II Supplementary Exam.-2015 (CU)
February	Classes	Classes College Test Part-III (Hons. & Gen.)	Classes	Classes	Classes
March	Classes Part-I Compulsory Language group Examination, 2016 (CU)	Classes College Test Part-I College Test Part-II (Hons. & Gen.)	Classes	Classes 23rd & 24th Doljatra/Holi 25th Good Friday 26th Easter Saturday	Classes
April	Classes	Classes	Classes 13th-Chaitra Sankranti 14th-Bengali New Year's Day	Classes	Classes
May	Classes 1st-May Day -Buddha Purnima	Classes 8th/9th Rabindra Jayanti Muharram	Classes upto 15th 16th-Summer Recess starts	Recess	Recess
June	Recess	Recess	Recess	Recess	Recess

N.B. - The Calendar is subject to change due to reasons beyond control

Alumni Feedback

The Alumni Association "Phire Dekha" takes a keen interest in the development of the institution. Former students visit the college during the reunions, Foundation Day Celebrations, seminars, Gurudas Banerjee Memorial Lectures and other occasions. Former students are also allowed reading facilities in the library.

Parent Feedback

Each Honours Department holds Parent Teacher meetings where teachers interact with students and guardians in the presence of the principal. Guardians are informed about the attendance of their ward and their academic performance.
A copy of the guardian feedback form is enclosed.

Employers Feedback

An analysis of feedback from recruitment agencies and employers shows that they want market friendly courses which increase the employability of students.

Student Feedback

Outgoing Part III Honours Students assess teachers, administrative staff and course content of the institution. A student feedback form is enclosed herewith. A random analysis of the students' feedback shows they want:
- Better infrastructural facilities
- State of the art laboratory equipment
- More computer terminals
- Unlimited internet facilities

গুরুদাস কলেজ

কলকাতা — ৭০০ ০৫৪

ফোন নম্বর ঃ ২৩৭০-৩৮৪১ / ২৩৫৩-৬৬৫৩

অভিভাবকদের মতামত

.... বিভাগ

অভিভাবক-শিক্ষক সভায় তারিখ ঃ ....

ছাত্র / ছাত্রীর নাম ঃ ....

শ্রেণী ঃ .... ক্রমিক সংখ্যা ঃ ....

ছাত্র / ছাত্রীর সঙ্গে আপনার সম্পর্ক ঃ ....

ঠিকানা ঃ ....

.... ফোন নম্বর ঃ ....

ছাত্র / ছাত্রীর ফলাফল ও উপস্থিতি সম্বন্ধে আপনার মতামত ঃ (আপনার বক্তব্য) ....

....

....

....

কলেজের পঠন-পাঠন সম্বন্ধে আপনার মন্তব্য ঃ ....

....

....

পঠন-পাঠনের মান উন্নত করার জন্য আপনার কি কোন প্রস্তাব আছে ? যদি থাকে তবে তা সংক্ষেপে লিখুন

....

....

....

অভিভাবক হিসাবে আপনার কি আমাদের আর কিছু জানানোর আছে ঃ ....

....

....

অভিভাবক / অভিভাবিকার স্বাক্ষর

তারিখ ঃ ....

Gurudas College
Kolkata – 700 054
Phone No. : 2370-3841 / 2353-6653

Guardians' opinion

Department of ....

Date of Parent-teacher Meeting ....

Name of the Student : ....

Class : .... Roll No. : ....

The Student is my .... (State his / her relationship with you)

Address : ....

.... Phone No. ....

Your comment on the result of your ward and his / her attendance : ....

....

....

Do you have any proposal for the improvement of the academic standard of the College? If yes, please state your proposal in brief. :

....

....

....

Any other comment you want to make as a guardian : ....

....

....

Date : ....   Signature of the Guardian

GURUDAS COLLEGE

Student Feedback

Format 1 (On Course)

Class : 3rd Year Honours   Academic Session :

Department :

Please rate the courses on the following attributes using the 10 point scale shown :

10	9	8	7	6	5	4	3	2	1

Very Good   Very Poor

Course Content	Rating
1. Learning Value (in terms of concepts, knowledge, analytical abilities or broadening perspective) শিক্ষার মূল্য (জ্ঞান, ধারণা, হাতের কাজ, বিশ্লেষণী দক্ষতা এবং আরও বড় পরিপ্রেক্ষিতে)	
2. Applicability in / relevance in real life situation. এখনকার বাস্তব জীবনে এই পাঠ্যসূচির উপযোগিতা	
3. Extent of interest in the subject generated by the course এই পাঠক্রম তোমাকে বিষয় সম্বন্ধে কতখানি আগ্রহী করেছে	
4. Extent of effort required by the student to master the course বিষয়কে জানার জন্য তোমার মধ্যে যে চেষ্টা সঞ্চারিত হয়েছে	
5. Overall rating সার্বিক মূল্যায়ন	

GURUDAS COLLEGE

Students Feedback

Format 2 (On Teachers)

Class : 3rd Year Honours   Academic Session :

Department :

Please rate the courses on the following attributes using the 10 point scale shown :

10	9	8	7	6	5	4	3	2	1

Very Good   Very Poor

	Rating						
	Name of the Teacher	Name of the Teacher	Name of the Teacher	Name of the Teacher	Name of the Teacher	Name of the Teacher	Name of the Teacher
1. Knowledge base of the Teacher (as perceived by you) শিক্ষক/শিক্ষিকার জ্ঞানের পরিধি (তুমি যেমন বুঝেছ)							
2. Communication skills (in terms of articulation and comprehensibility) শিক্ষক/শিক্ষিকার পড়া বোঝানোর দক্ষতা (বিষয়কে স্পষ্ট ও সংহত করে পড়ানোর নিরিখে)							
3. Sincerity/Commitment of the Teacher শিক্ষক/শিক্ষিকার আন্তরিকতা ও দায়বদ্ধতা							
4. Interest generated by the Teacher পাঠ্যবিষয়ে তোমাদের উৎসাহ ও কৌতূহল জাগাতে পেরেছেন							
5. Accessibility of the Teacher in and out of the class (includes availability of the Teacher to motivate outside class discussion) ক্লাসের ভিতরে ও বাইরে শিক্ষক/শিক্ষিকার সঙ্গে সহজে মুখোমুখি আলোচনার সুযোগ কীভাবে তোমাকে পরবর্তী পড়াশোনার জন্য প্রেরণা দিয়েছে?							
6. Provision of sufficient timely feedback যথা সময়ে তোমার অগ্রগতি সম্পর্কে জানানো হয়েছে							
7. Overall rating সার্বিক মূল্যায়ন							

GURUDAS COLLEGE

Student Feedback

Format 3 (Information and Impression)

Class : 3rd Year Honours   Academic Session :

Department :

Please rate the courses on the following attributes using the 10 point scale shown :

10	9	8	7	6	5	4	3	2	1

Very Good   Very Poor

	Course Content	Rating
1.	What do you plan to do after graduation? গ্র্যাজুয়েট হওয়ার পর কি করতে চাও ?	
2.	Who among your teachers, apart from your departmental ones, impressed you most? বিভাগীয় শিক্ষক-শিক্ষিকা-রা ব্যতীত অন্য কোন শিক্ষক-শিক্ষিকা তোমার মনে দাগ কেটেছিলেন ?	
3.	What is your overall opinion about your department? নিজের বিভাগ সম্পর্কে তোমার সার্বিক অভিমত কী ?	
4.	Has your personality changed in any manner during your studies in this college? এই কলেজে পড়ার মধ্য দিয়ে তোমার ব্যক্তিত্বের কোন পরিবর্তন হয়েছে কী ?	
5.	How do you want to keep contacts with your College/ Department in the future? ভবিষ্যতে তুমি কিভাবে তোমার কলেজ/বিভাগ-এর সঙ্গে সংযোগ রাখতে চাও ?	
6.	Were the laboratory facilities adequate for your studies? তোমাদের পড়াশোনার জন্য ল্যাবরেটরীর ব্যবস্থা কী যথেষ্ট ছিল ?	
7.	Did you get enough course relevant books in the Library? কলেজ লাইব্রেরীতে কি পাঠ্যক্রমের জন্য প্রয়োজনীয় / প্রাসঙ্গিক বই যথেষ্ট পেয়েছিলে ?	
8.	What has been your experience about the College office? কলেজের অফিসের বিষয়ে তোমার অভিজ্ঞতা কী ?	
9.	In which extra-curricular activities did you take part in the College? কলেজ পাঠক্রম-অতিরিক্ত কোন কোন ক্রিয়াকলাপে তুমি অংশগ্রহণ করেছিলে ?	
10.	What would you like to do for improving your College further? তোমার কলেজের আরও উন্নতির জন্য তুমি কি করতে চাও ?	

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Career Fair

</div>

1. **Title of the practice**: Career Fair

2. **Goal**: (a) To provide an opportunity for the employers to introduce themselves to the students.

(b) To educate the students about job opportunities.

(c) To provide an opportunity for the students to network with the employers.

3. **The context:** The College has blossomed into an institute of higher learning in East Kolkata with nearly four thousand students. In this context career fairs provide equal opportunities for job seekers and employers alike. Employers meet, inform and interview potential applicants while job seekers get the chance to ask questions and make important connections.

4. **The practice:** A huge Career fair was organized by the Career Counselling Cell in the month of October at the college premises in collaboration with placement companies. The companies are as follows:

- For Best Solution, a Pharma Consultancy,
- Edwise International, consultant for Higher Education
- Hard Soft System Pvt. Limited, a popular consultant of IT recruitment.
- Tata Consultancy Services
- ICICI Prudential Pvt. Limited

More than 100 students from different streams participated successfully and were made aware about future prospects in higher education as well as job availability.

5. **Evidence of Success:** The liaison established during the fair led Tata Consultancy Services and ICICI Prudential Pvt. Limited to organize campus recruitment. In the campus recruitment drive conducted by TCS more than 60 final year students from different streams participated among whom 9 were selected. In the campus drive of ICICI Prudential Pvt. Limited more than 100 final year students participated in several rounds. 26 students were finally selected.

6. **Problems encountered and Resources Required:**

- Third year students are burdened with excessive academic work in a short span. It was difficult to motivate them to participate in the fair.
- The success of the fair impelled the college authority to allocate funds for such endeavours.

Earn While You Learn

1. **Title of the practice**: Earn While You Learn

2. **Goal**:　(a) To develop sense of social responsibility in students.

　　　　(b) The honorarium received by the students may be used to defray educational expenses of the needy students.

3. **The Context**: There are a large number of first generation learners from economically challenged sections of the society. To help them carry on with their education this scheme has been undertaken.

4. **The Practice**: Earn while You Learn is an innovative scheme to ensure students participation in college functioning and governance. The scheme is open to all bonafide students. An honorarium is granted annually to the concerned students for the assigned work related to the campus/ institutional development. The honorarium thus accumulated may be utilized to defray educational expenses.

5. **Evidence of Success**:

- At present there are nearly 100 beneficiaries of this program.
- This program has been well appreciated by all stake holders and the Governing Body.

6. **Problems encountered and Resources Required:**

- Inadequate staff for monitoring the process.
- Lack of adequate funds.