Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**VIJAYGARH JYOTISH RAY COLLEGE**
Name of the head of the Institution	**Dr. Rajyasri Neogy**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03324124082**
Mobile no.	**9830658544**
Registered Email	**vjrcollege@rediffmail.com**
Alternate Email	**rajneogy@gmail.com**
Address	**8/2 Bejoygarh, Jadavpur**
City/Town	**Kolkata**
State/UT	**West Bengal**
Pincode	**700032**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Sampa Debnath & Dr. Prasenjit Das**
Phone no/Alternate Phone no.	**03324124082**
Mobile no.	**9433285855**
Registered Email	**vjrcollegeiqac@rediffmail.com**
Alternate Email	**rajneogy@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://hello-vijay-0001.s3.amazonaws.com/VJRC_218580eb_AQAR_2018-19.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://hello-vijay-0001.s3.amazonaws.com/VJRC_b2ddcf4c_calender-schduled-14-5-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**2.8**	**2004**	**03-Nov-2004**	**02-Nov-2009**
2	**B+**	**2.64**	**2017**	**31-Oct-2017**	**30-Oct-2022**

6. Date of Establishment of IQAC	**23-Nov-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop on MOOC	**29-Aug-2019**	**30**

	2	
Academic Administrative audit	09-Sep-2019 1	29
Arrangement for Student,alumni,Parent, library , and student Mentoring	01-Jun-2019 288	310
Filling up of vacant post	01-Jun-2019 288	9
Introduction of on-line teachers' Diary	01-Jun-2019 365	88
Industrial Collaboration as a part of Women Empowerment program	20-Nov-2019 98	71
National Level Seminar on (In Academic Collaboration with NAAC)	15-Jan-2020 1	60
ONE DAY INTERNATIONAL SEMINAR on ' GLOBAL EDUCATION OF THE 21st CENTURY: PERSPECTIVE AND CHALLENGES'	07-Feb-2020 1	67
Modern Trends in Chemistry for Sustainable Development	03-Mar-2020 1	90
Webinar on Future of Institutional Education, Economy Societyin the Post Covid Era	25-May-2020 3	162
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Microbiology, Dr. Saswati Gayen & Dr. Sampa Debnath	Research	W.B.DST & BIOTECH	2020 1095	318570
Department of History, Dr.Samiparna Rakshit	Seminar	ICSSR	2019 2	13000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes

Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**5**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Arrangement of two days faculty development program was organized on MOOC

Arrangement of Academic and administrative audit and gender audit

Arrangement of green audit

Organization of Inter college cultural and poster and Model competition

Various social awareness programs were organized with the collaboration of NCC and NSS

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Industrial Collaboration	**A few Industrial collaboration**
Outreach activity of students	**Many students participated in these programmes**
undefined	**undefined**
Motivation publication by faculty	**Few research publications were done in this session.**
Feedback System	**Feedback from all stake holders was taken**
ICT empowerment towards teaching-learning system	**At the end of March Teaching-learning system started with the help of online platform**
To organise faculty development program	**Two days faculty development program**

	was organised on MOOC
To motivate different department to organise state level, national level and international level seminar	Different seminars were organised throughout the year. One Day National Seminar on "The Challenges and the Opportunities of Best practices In Higher Education" organised by IQAC, Vijaygarh Jyotish Ray College in Collaboration with NAAC, Date: 15.01.2020 ONE DAY INTERNATIONAL SEMINAR on ' GLOBAL EDUCATION OF THE 21st CENTURY: PERSPECTIVE AND CHALLENGES', 07.02.2020 Modern Trends in Chemistry for Sustainable Development on 3rd March, 2020
Planning of infrastructural development	Was successful and purchase of computer and new instrument were done
[View File](#)	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	11-Jan-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

15-Jan-2020

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

13-May-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)

1. Fully computerized office and accounts 2. Online admission process for students 3. Online payment system for UG (Hons. General) and for P.G. students 4. SMS gateway for internal stakeholders of the college 5. Online salary SYSTEM through HRMS 6. Online pension system through HRMS 7. Online marks submission system for CBCS semester system 8. Uploading of important notices regarding academics

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

To deliver the curriculum effectively to the students, Vijaygarh Jyotish Ray College has adopted following mechanisms- 1. In departmental meetings at the start of the academic session syllabus topics are allotted among the teachers. 2. Class load is assigned to each teacher in departmental meeting considering the requirement as per the prescribed CBCS in UG and PG courses. 3. Weekly routine and academic calendar are prepared by the college routine committee comprising teachers from every department under the supervision of the Principal for each year /semester for both UG and PG classes. 4. Teachers prepare their individual academic plan in consultation with departmental heads and other colleagues for each year/Semester considering the allotted syllabus and available classes in a session. Every teacher submit their academic plan to the Principal. 5. College administration continuously monitors to ensure adherence of class schedule by teachers and students. 6. Remedial and tutorial classes are arranged by departments as and when required. 7. Students participate in project work and dissertations under the supervision of respective departmental teachers. 8. Field works, Educational excursions and summer internships are offered by various departments. 9. In practical classes, students are provided with proper instrumentation facilities. 10. To evaluate academic improvement of students, apart from conducting Internal Assessment Test before each semester examination, class tests are also conducted by the departments on regular basis. 11. Detailed records of classes, student attendance and assessment, project reports and examination results are maintained by the departments. Meetings of the academic committee are held time-to time to analyze these records and to generate suggestions for student improvement. 12. For effective dissemination of knowledge in the classroom, traditional chalk-and-talk teaching methodology is seamlessly blended with technologies involving presentation software, animations and lecture videos through LCD Projectors. Students participate in Google classroom of departmental teachers for assignments, quizzes and e-resources. 13. Well prepared study materials are provided by the teachers to the students, especially to the slow learners. 14. Upon guidance of departmental teachers, students regularly participate in intra as well as intercollege debate, quiz and science model competitions. 15. Students are often encouraged to participate in group discussions by the departmental teachers after completion of a particular topic. 16. Advanced learners are motivated to present papers in seminars (ranging from institutional to national level) and write articles in various journals. 17. Respective subject experts from various outside institutes are regularly invited to deliver seminars and special lectures in order to impart latest knowledge-base to the students. 18. Principal, along with IQAC, conducts intercollege faculty development programs regarding ICT enabled teaching learning methodologies. 19. Teachers regularly participate in state, national and international level seminars/workshops/symposiums/short-term courses for their academic enrichment in order to impart newer knowledge to the students. 20. There is a rich central library as well as departmental

libraries with a good collection of text and reference books as per the prescribed syllabus for student benefit. 21.The college provides INFLIBNET facility for e-journals and e-books to cater the needs of the teachers and students

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Anchoring news reading	**NIL**	**27/02/2020**	**10**	**The students after successful completion can independ ently showcase themselves as News Reader or an Anchor of any television or live stage show.**	**Basics of fluency and voice pattern for various comm ercial/corpo rate videos/TV do cumentaries/ Radio shows etc.**
NIL	**Hospitality Management**	**27/02/2020**	**365**	**Accommodat ion manager, Catering manager, Chef, Conference centre manager, Event manager, Fast food restaurant manager, Hotel manager, Public house manager, Restaurant manager**	**Students can learn the various artforms from Housekeeping to the various Food Production techniques.**
Nil	**Health Care**	**27/02/2020**	**365**	**Jobs in various fields of hospital sector**	**Assisting in management in hospitals**
Nil	**Film Making**	**21/09/2019**	**365**	**After their course, the students can work as Camera Production**	**Process of conceptualiz ing a story, scriptwritin g, application of different**

| | Assistant, Motion Control Operator, Assistant Director, Assistant production Controller, Camera Operator and Camera Assistant etc. | art forms, sound and composition in cinema directing, shooting, sound recording, lighting, editing, production controlling and screening, production workflow. |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Environmental Science General (ENVG)	22/05/2019
BSc	Environmental Science Honours (ENVA)	22/05/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	BENGALI	01/07/2019
BA	ENGLISH	01/07/2019
BA	EDUCATION	01/07/2019
BA	PHILOSOPHY	01/07/2019
BA	POLITICAL SCIENCE	01/07/2019
BA	HISTORY	01/07/2019
BA	JOURNALISM & MASS COMMUNICATION	01/07/2019
BSc	ECONOMICS	01/07/2019
BSc	BOTANY	01/07/2019
BSc	CHEMISTRY	01/07/2019
BSc	PHYSICS	01/07/2019
BSc	MICROBIOLOGY	01/07/2019
BSc	PHYSIOLOGY	01/07/2019
BSc	ZOOLOGY	01/07/2019
BSc	MATHEMATICS	01/07/2019
MSc	MICROBIOLOGY	01/07/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	25	150

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Workshop on Science Tabloid Making	07/09/2019	83
10 days NCC Annual Training Camp	17/10/2019	43
3 Days Handicraft Course	20/11/2019	37
3 days Women Entrepreneurship Development Workshop	29/11/2019	25
'Sukanya' Women defense training program	06/01/2020	50
5 days Sewing Workshop	24/02/2020	34
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany	119
BSc	Zoology	59
MSc	Microbiology	18
BA	Journalism & Mass Communication	28
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
A written feedback form was constructed for both students and teachers keeping in mind several curricular and cocurricular key aspects. The assessment questionnaire included various questions about teachers as well as office, library, canteen, laboratory etc. These forms were distributed among the departments and both UG and PG students were asked to give their feedback on a scale of 1 to 10, without revealing their identity in anyway. The teachers have also given their feedback in a self appraisal format on the same questions.

Departments organize Parent Teacher Meetings (PTMs) time-to-time. Parents present in those meetings provide feedback regarding academics and infrastructural facilities of the college from their own viewpoints. For future developments of the college, suggestions and comments provided by the guardians are taken into consideration. After collecting the forms from the students, the average and percentage values of each criteria were calculated and the results were summarized. After discussing with various administrative committees and departments, strong and weak points were identified, proposals were made to take necessary steps for best implementation of our strengths and improvements in our weaknesses. Detailed report on feedbacks are finally uploaded with statistical analysis in the college website. The website link in connection with the feedback report is - https://hello-vijay-0001.s3.amazonaws.com/VJRC_06f3b14f_FEEDBACK_SSS_19-20.pdf

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BENGALI (HONS.)	108	244	77
BA	ENGLISH (HONS.)	72	339	63
BA	JOURNALISM & MASS COMMUNICATION (HONS.)	30	185	30
BA	POLITICAL SCIENCE (HONS.)	42	132	32
BA	EDUCATION (HONS.)	72	182	56
BA	HISTORY (HONS.)	36	139	31
BA	PHILOSOPHY (HONS.)	18	47	10
BSc	ECONOMICS (HONS.)	12	60	10
BA	GENERAL	400	1258	422
BSc	ZOOLOGY (HONS.)	42	418	41

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2129	54	22	Nill	12

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
78	78	19	15	2	26

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

There are lot of differences among the newly admitted students regarding the socio-economic background, language, knowledge of the subject etc. So, every year few measures are taken in our college to minimise their problems wherein academic developments and psychological wellbeing of a group of students is looked after by a teacher. At the very beginning of the college day an orientation program is organised. Orientation programmes are aimed at familiarizing the students to an unknown campus environment, its faculties and all the facilities which are offered by the institution. In this program students are provided with the academic calendar and class routine. In these programs, the past and present of the college are briefed to the mentees along with vision and mission of the institution are discussed with the mentees in detail as well. Each department assess the basic knowledge of the new students on the subject by interaction with the students or by short test before the starting of the class. Thus, the students are identified as slow and advanced learners via class room discussions, participation in the regular classroom activities, internal assessment. The Student Feedback system makes the faculty well aware of shortcomings in teaching and campus life. In the present mentoring system, all the permanent teachers are part of mentoring committee and students are provided mentoring form where the students write their different problems. Mentor- Teacher discusses the relevant problem with the students and try to solve those problems. Duties of the mentors include keeping track of mentees regarding their academic progression and psychological wellbeing. Mentees with below average class attendance are given special attention, so that reasons of their absence in classes can be known and they can be encouraged to be present in classes on regular basis. Primary psychological counselling is also provided by the mentors to the mentees in need. Sometimes, a few mentees with deep psychological problems are referred to professional counsellors, if need be. Formal as well as informal ways of mentoring are used by the mentors. A few of the teachers are trained in soft skill development techniques from different workshops, which is helpful for helping the mentees in need. The mentor system helps to upgrade inclusiveness, gender sensitivity and social responsibility of students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2183	34	1:64

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
41	34	7	9	26

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Abhijit Das	Assistant Professor	Best paper presentation Award on National Science Day.

2019	Dr. Palashpriya Halder	Assistant Professor	Awarded with Ph.D degree
2020	Dr. Laxmi Saha	Assistant Professor	3rd Position in inter college debate competition
2020	Dr. Abhijit Das	Assistant Professor	2nd Position in inter college debate competition
2020	Dr. Rajyashri Neogy	Principal	Prof. Prashanta Chandra Mahalanabish Memorial Award organized by by The Science Association of Bengal in collaboration with Birla Industrial Technological Museum, Govt. of India on National Science Day Award Ceremony

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	Honours	2 Semester	15/07/2019	30/09/2019
BSc	Honours	2 Semester	12/07/2019	30/08/2019
BA	Honours	2 Semester	12/07/2019	30/08/2019
BCom	General	1 Semester	13/02/2020	10/09/2020
BSc	General	1 Semester	03/01/2020	23/09/2020
BA	Honours	1 Semester	23/12/2019	23/09/2020
BSc	Honours	1 Semester	23/12/2019	23/09/2020
BCom	Honours	1 Semester	13/02/2020	10/09/2020
BA	General	1 Semester	03/01/2020	23/09/2020
BA	General	2 Semester	12/07/2019	30/08/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

College has no flexibility to change the examination guideline, as it is affiliated to the University of Calcutta. By consulting with UGBOS, the college is continuously designing the methodology of internal assessment to cater to the new curricula and examination process, e.g Multiple choice based type , short answer type test by creating google form have been introduced in internal evaluation system.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic advisory committee of the college prepare academic calendar at the beginning of academic session by following the academic calendar of Calcutta University. All other activities of the college such as value education, cultural activities are introduced in the calendar with reference to the academic activities.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://hello-vijay-0001.s3.amazonaws.com/VJRC_1f74ed25_PO_PSO_CO_VJRC.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BNGA	BA	HONS.	44	25	56.8
ENGA	BA	HONS.	15	12	80
PLSA	BA	HONS.	5	3	60
EDCA	BA	HONS.	19	13	68.4
HISA	BA	HONS.	4	3	75
PHIA	BA	HONS.	1	1	100
ZOOA	BSc	HONS.	14	14	100
BOTA	BSc	HONS.	3	1	33.3
MCBA	BSc	HONS.	32	28	87.5
ECOA	BSc	HONS.	2	Nill	0

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://hello-vijay-0001.s3.amazonaws.com/VJRC_06f3b14f_FEEDBACK_SSS_19-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	Science Technology Biotechnology Department, Govt. of West Bengal	1395633	318570

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Science Tabloid Making	Department of Journalism and Mass Communication, in Collaboration with ISNA and Vigyan Prasar, DST Govt of India	07/09/2019
Internship workshop on 'Hands on Journalism'	Department of Journalism and Mass Communication in collaboration with Academy of Professional Studies	26/09/2019
Internship workshop on soft skill Front Desk Job	Department of Journalism and Mass Communication in collaboration with SM Foundation	26/09/2019
Internship workshop On Digital Journalism	Department of Journalism and Mass Communication in collaboration with Purple Patch Creative Communications	26/09/2019
Internship workshop on Public Speaking Anchoring	Department of Journalism and Mass Communication in collaboration with Success Scholar	26/09/2019
Women Entrepreneurship Development Workshop	Department of Journalism and Mass Communication in collaboration with Department of Science and Technology, Govt. of India	29/11/2019
One Day National Seminar on "The Challenges and Opportunities of Best Practices in Higher Education"	Internal Quality Assurance Cell in collaboration in academic collaboration with NAAC	15/01/2020
5 days Sewing Workshop	Women Cell and Placement Cell in collaboration with SINGER Sewing and Stitching institute	24/02/2020
Modern Trends in Chemistry for Sustainable Development	Department of Chemistry in collaboration with Indian Chemical Society	03/03/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Recycled Hydro electric robot	Junik Sengupta	Birla Industrial and Technological Museum and VJRC	29/02/2020	Won 2nd Prize in the Science Model and Poster

				Competition
Debate on Current Curriculum is a burden on students	Dr. Laxmi Saha Assistant Professor, Department of Philosophy	Vijaygarh Jyotish Ray College	21/02/2019	Awarded 3rd Position in inter college debate competition (Faculty Level)
Exceptional Contribution in popularization of Science and Technology in Society	Dr. Rajyasri Neogy	Science Association of Bengal and BITM, NCSM, Govt, of India	29/02/2020	Professor Prasanta Chandra Mahalnobis Memorial Award, 2020
Use of biochar in disposed cigarette butts for Arsenic removal from water	Debjit Chakraborty and Soumyadip Shit	Birla Industrial and Technological Museum and VJRC	29/02/2020	Won 3rd Prize in the Science Model and Poster Competition
A study of food items with antimicrobial activity	Prasun Ghosh and Sourav Goenka	Birla Industrial and Technological Museum and VJRC	29/02/2020	Won 2nd Prize in the Science Model and Poster Competition
Future Transport	Rohit Kumar Dutta Tanya Singh	Birla Industrial and Technological Museum and VJRC	29/02/2020	Won 1st Prize in the Science Model and Poster Competition
Cystic Fibrosis and CRISPR-Cas 9 Gene Therapy	Palash Paul and Rohit Bar	Department of Youth Services Sports, Government of West Bengal	23/09/2019	Won 2nd Prize in the Science Model Competition in District level Student-Youth Science Fair 2019
Survival of coral reefs climate change.	Pinaki Chatterjee, Shubham Karmakar, Shubadeep Ghosh	Dept. of Zoology, Raja Peary Mohan College. in collaboration with A.P.C. Roy Eco Club SEBA (Social Environmental Biological Association).	02/08/2019	won 2nd prize in Poster competition
Pocket Friendly Centrifuge	Sayan Samanta, Subham Karmakar	Adamas University	15/02/2020	won 1st prize in model competition
Environmental Issue – Man	Tanushri Chattopadhyay,	Adamas University	15/02/2020	won 2nd Prize in model

| | Animal Conflict | Ruchita Saha, Dipsikha Sarkar | | | | competition |

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Incubation Center	Green consumer club	Vijaygarh Jyotish Ray College	None	Not Applicable	Nill
Incubation Center	Common Research Facility	College and various funding agencies of different R D Projects	None	Not Applicable	Nill
Incubation Center	Science Innovation Centre	The Science Association of Bengal	None	Not Applicable	Nill
[View File](#)					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Botany	2	0
National	Microbiology	6	0
National	Environmental Science	1	0
National	History	1	0
National	Commerce	4	0
National	Philosophy	2	0
International	Mathematics	2	4.45
International	Microbiology	4	3.81
International	Philosophy	1	0
International	Physics	1	2.75
[View File](#)			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Microbiology	2
Zoology	4
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Interrelationship using molecular markers amongst varieties of Plantago ovata. forsk, Plantaginaceae	Dr. Urmi Roy, Assistant Professor, Department of Botany	Journal of Botanical Society of Bengal	2020	0	Department of Botany, Vijaygarh Jyotish Ray College	Nill
BEST Practices for a Better Future	Dr. Urmi Roy, Assistant Professor, Department of Botany	Education research and Analysis, 7(1): 62-67 ISSN :2348-571X	2020	0	Department of Botany, Vijaygarh Jyotish Ray College	Nill
The Best Practice in Higher Education and the Empowerment of ICT in Teaching-Learning system	Dr. Sampa Debnath Assistant Professor, Department of Microbiology	Education research and Analysis, 7(1): 62-67 ISSN :2348-571X	2020	0	Department of Microbiology, Vijaygarh Jyotish Ray College	Nill
Roof Top rainwater Harvesting	Dr. Mahua Bhattacharya Assistant Professor, Department of Environmental Science	Education research and Analysis, 7(1): 62-67 ISSN :2348-571X	2020	0	Education research and Analysis, 7(1): 62-67 ISSN :2348-571X	Nill
Impleting Best	Dr. Samiparna Rakshit	Education research	2020	0	Department of	Nill

Practice Amongst College Students Through MEDITATION	Assistant Professor, Department of History	and Analysis, 7(1): 62-67 ISSN :2348-571X			History, Vijaygarh Jyotish Ray College	
Best possible practices of Teaching in Higher Education in India	Mitasi Das Assistant Professor, Department of Commerce	Education research and Analysis, 7(1): 62-67 ISSN :2348-571X	2020	0	Department of Commerce, Vijaygarh Jyotish Ray College	Nill
Innovations and Besl Practices - A Study of Best Practices Followed in Vijaygarh Jyotish Ray College	Sreyam Roy, Part-time teacher, Department of Commerce	Education research and Analysis, 7(1): 62-67 ISSN :2348-571X	2020	0	Department of Commerce, Vijaygarh Jyotish Ray College	Nill
Innovations and Besl Practices - A Study of Best Practices Followed in Vijaygarh Jyotish Ray College	Krishnendu Sen, Assistant Professor, Department of Commerce	Education research and Analysis, 7(1): 62-67 ISSN :2348-571X	2020	0	Department of Commerce, Vijaygarh Jyotish Ray College	Nill
Innovations and Besl Practices - A Study of Best Practices Followed in Vijaygarh Jyotish Ray College	Manisha Chowdhury Assistant Professor, Department of Commerce	Education research and Analysis, 7(1): 62-67 ISSN :2348-571X	2020	0	Department of Commerce, Vijaygarh Jyotish Ray College	Nill
IGF2 is Deregulated During	Dr. Sudip Samadder,	Biochem Genet.	2019	0	Department of	Nill

| | the Develo pment of Uterine Cervical Carcinoma in Indian Patients | Department of Microbi ology | | | | | Oncogene R egulation, Chittaranj an National Cancer Institute, 37, S. P. Mukherjee Road, Kolkata, 700 026, India | |

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Non-rela tivistic reduction of spinors, new currents and their algebra	Debashis Chatterjee	Nuclear Physics B	2020	274	1	Department of Physics, Vijaygarh Jyotish Ray College
IGF2 is Deregulate d During the Develo pment of Uterine Cervical Carcinoma in Indian Patients	Dr. Sudip Samadder	Biochemi cal Genetics	2019	41	Nill	Department of Oncogene R egulation, Chittaranj an National Cancer Institute, 37, S. P. Mukherjee Road, Kolkata, 700 026, India
Deregula tion of H19 is associated with cervical carcinoma	Dr. Sudip Samadder	Genomics	2020	141	14	Department of Oncogene R egulation, Chittaranj an National Cancer Institute, 37, S. P.

Title	Author	Journal	Year			Address
						Mukherjee Road, Kolkata, 700 026, India
Economic performance and cost-effectiveness of using a DEC-salt social enterprise for eliminating the major neglected tropical disease, lymphatic filariasis	Dr. Swarnali Sharma	PLoS neglected tropical diseases	2019	135	2	Department of Biological Sciences. University of Notre Dame. South Bend. Indiana. USA
Elimination or Resurgence: Modelling Lymphatic Filariasis After Reaching the 1 Micr ofilaremia Prevalence Threshold	Dr. Swarnali Sharma	The Journal of Infectious Diseases	2019	252	6	Department of Biological Sciences. University of Notre Dame. South Bend. Indiana. USA

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	23	25	27	9
Presented papers	21	7	1	Nill
Resource persons	Nill	Nill	Nill	1

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Kolkata Marathon	HighLife Management	Nill	6

Youth Day Rally	Vishwa Vivek Tirtha	1	31
NCC: Combined Annual Training Camp XVI	1 Bengal Comp (T)Regt NCC	Nill	19
Namchi Trek Camp	Darjeeling and Sikkim GP NCC	Nill	3
NCC: IGC for RDC	NCC Kalyani Unit, West Bengal	Nill	8
NCC: Combined Annual Training Camp X	39 Bengal Bn NCC	1	43
IGC	NCC Unit, VJRC	Nill	2
Value Education Course	NSS Unit, VJRC	2	50
EYE SCRENING CAMP	NSS Unit, VJRC	2	30
Cloth Distribution Programme	NSS Unit, VJRC	2	50
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 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
38th National Ton Mitsuya-Kai Republic Cup Do Fed Karate Championship -2020	Silver Medal (2nd Position) (70kg category)	Mitsuya-Kai Hayshi-Ha Shito-Ryu Karate-Do India	1
38th National Ton Mitsuya-Kai Republic Cup Do Fed Karate Championship -2020	Bronze Medal (3rd Position) (75kg category)	Mitsuya-Kai Hayshi-Ha Shito-Ryu Karate-Do India	1
Nagpur Open Karate Championship 2019	Silver Medal (2nd Position)	Dr. Ambedkar College Sports Academy Deekshabhoomi, Nagpur	1
Young Warrior movement	Young warrior	Ministry of Youth Affairs and Sports, CBSE, YuWaah (Generation Unlimited India), and UNICEF India.	1
NCC Combined Annual Training Camp	? 1st position in Solo Dance ? 1st position in Group Dance ? Best Ceremonial Salute	39 Bengal Bn NCC	6

	4SD			
NCC Combined Annual Training Camp	? 2nd position in drawing completion ? 2nd Position in Drill	1 Bengal Comp (T)Regt Ncc		2
5th International Karate Championship, 2019	Silver Medal (2nd Position)	Ml India Seishinkai Shito-Ryu Karate-Do Federation		1
28th. Open International Karate Championship-2019	Gold Medal (1st Position)	Indian Sports Shotokan Karate Association		1

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Social Service	ITI College Kolkata, NCC Directorate, Peerless Hospital	Blood donation camp	1	9
Awareness Program	Department of History in collaboration with college NCC Unit	Thalassemia Awareness Program	4	159
Swacah Bharat Abhiyan	College NCC Unit, Swach Bishwa	Cleanliness Drive, Cleaning of Street , drains and Back Alleys of College Premises, Cleaning of Statues of public figures, Bus stand, public parks, Local hospital premises, Local Monuments	2	28
International Day for Yoga	College NCC Unit	Yoga Shivir	2	39
Awareness Programme	College NCC Unit in collaboration with WB State AIDS prevention and Control Society	HIV-AIDS Awareness Camp	2	101

Social Awareness	NCC	Senior Citizen Walk	Nill	24
Social Awareness	Kolkata Municipality and Tollygunge Sporting Club	Dengue Awareness Rally	Nill	12
Women Empowerment	Kolkata Police	Sukanya Project: Self Defence Training	1	28
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty Development Programme of Massive Open Online Courses (MOOC)	Faculty Members	Educational Multimedia Research Centre (EMMRC)	2
FACULTY DEVELOPMENT PROGRAMME ON CBCS syllabus pattern (Journalism Mass Communication)	Faculty Members	Academy of Professional Studies (logistics Support)	1
Organized seminar	Students and faculty members Dept. of Botany of VJRC and New Alipore College	VJRC and New Alipore College	1
Resource Person	Lecture on "Oxidative Phosphorylation"	VJRC and New Alipore College	1
Acted as a Judge	Departmental Exhibition "Avensis, 2020" at New Alipore College Poster and Model Competition.	New Alipore College	1
SEMINAR -WORLD PHOTOGRAPHY DA	Students, Faculties and External Resource Persons	Society for Audio Visual Study on life and Environment (SAVLE) (Academic support)	1
World Environment Day (State level SEMINAR)	Students, Faculties and External Resource Persons	Society for Audio Visual Study on life and Environment (SAVSLE) (Academic support)	1
International	Students,	Department of	1

Seminar on "GLOBAL EDUCATION OF THE 21st CENTURY: PERSPECTIVE AND CHALLENGES"	Facilties and External Resource Persons	Education in collaboration with Raidighi College K. K. Das College		
NATIONAL PRESS DAY	Students, Faculties and External Resource Persons	India Blooms (Technical Support)		1
Media and Cultural Studies (SPECIAL LECTURE)	Students, Faculties and External Resource Persons	SM Foundation (logistics Support)		1

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Summer dissertation	University of North bengal	17/06/2019	16/08/2019	1
Internship	Summer dissertation	Netaji Subhash Cancer Research Institute, Kolkata	17/06/2019	16/08/2019	1
Internship	Summer dissertation	Indian Institute of Chemical Biology	17/06/2019	16/08/2019	1
Internship	Summer dissertation	National Medical College	17/06/2019	16/08/2019	2
Internship	Summer dissertation	St. Xaviers College, Kolkata	17/06/2019	16/08/2019	2
Internship	Summer dissertation	Jadavpur University	17/06/2019	16/08/2019	2
Internship	Summer dissertation	National Institute of Cholarae and Enteric Diseases	17/06/2019	16/08/2019	8
Internship	Internship workshop on	Academy of Professional	26/09/2019	28/10/2019	14

	Hands on Journalism	Studies			
Internship	Internship Front Desk Job	SM Foundation	26/09/2019	28/10/2019	14
Internship	Internship On Digital Journalism	Purple Patch Creative Com munications	26/09/2019	28/10/2019	14
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Raagrang Bharati Smrity Samity	18/11/2019	resource sharing classical contemporary music	100
SM Foundation	04/09/2019	Skill Development Training	150
Academy of professional studies	04/09/2019	resource sharing through collaboration	150
India Blooms News Service	04/09/2019	Internship resource sharing through collaboration	30
Purple Patch Creative Communications	04/09/2019	Internship resource sharing through collaboration	30
Science Association of Bengal	16/09/2019	Educational science communication research Collaboration through resource sharing, seminars, talks	500
Success Scholar	16/09/2019	Soft Skill Training	100
Belgharia Green Harmony Welfare Organization	16/09/2019	Skill Development Training	25
Kalyani Foundation For Media Science Community Research	19/09/2019	Educational Publications (peer reviewed journal Magazine)	1000
Creative Science Club Kolkata	19/09/2019	resource sharing through collaboration	500

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6485500	7709468

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Fully	16.11.05.000	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16464	1236045	622	152477	17086	1388522
e-Books	3135000	5900	Nill	5900	3135000	11800
Journals	4	4830	Nill	Nill	4	4830
e-Journals	6000	5900	Nill	5900	6000	11800
CD & Video	10	Nill	Nill	Nill	10	Nill
Weeding (hard & soft)	5000	Nill	Nill	Nill	5000	Nill

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NOT APPLICABLE	NOT APPLICABLE	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	56	0	56	4	20	14	18	250	6
Added	1	0	1	1	0	0	0	0	7
Total	57	0	57	5	20	14	18	250	13

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Not Available	Not applicable

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
3285500	2497551	3200000	5211917

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

1. The college provides modern facility for all the students and staff members for their welfare. The college campus is surrounded by some greeneries which makes the college a good place for teaching and learning. The allocation and utilization of the available resources are optimized for maintenance of the facilities. The College has many employees to maintain the college infrastructure like Class rooms, Library, Computer amp other Laboratories, Canteen, and the College Premises. 2. College Administration has monitored the infrastructure maintenance activity for ensuring clean campus. Classrooms are cleaned every day. Repairing of doors and windows are done periodically. The teaching aids like blackboard/ Whiteboard are checked every year to have its smooth functioning. The students are expected to maintain discipline in the class rooms. College has Laboratories of various departments. Necessary Equipment are procured in structured manner and is maintained regularly. Students has used it as per their programme schedule. 3. Technical Staff

members are employed to maintain Internet Centre, Computer Laboratories and Science Laboratories like Microbiology, Zoology, Botany, Physics amp Chemistry. Students have used computers and laboratory equipment with at most care. 4. All the laboratories are kept clean. The Laboratory Assistants are employed for maintenance of instruments. Safety sign boards are displayed, first aid box is available and Fire extinguishers are installed in all science laboratories. 5. Electrical connections are checked every year in laboratories. The worn-out hardware in computer laboratories or worn out and broken equipment are identified and replaced immediately. The students have worn overcoats while they are in Science laboratories. All students have followed the instructions given by the faculty members. 6. Library staff have undertaken some steps to preserve the reading materials as Naphthalene balls are replaced once in three months, Binding machine is used to repair the worn-out books instantly and it is replaced if necessary, Stock is verified to maintain the quality and quantity of materials every year. Misplaced books are arranged on daily basis. Library have cleaned regularly. Gardeners are being employed for upkeeping of plants and maintenance inside the college premises. 7. Security Guard ensure the safety and security of the college premises throughout the day. 8. Painting the buildings, Water Purifier, Air Conditioner, UPS maintenance, CCTV Network, Wi-fi Network and Biometric Device are outsourced for the better performance of the equipment. 9. The electrical circuits and equipment are checked periodically by electricians. 10. During rainy seasons, Pesticides was sprayed at campus to kill mosquito larva. 11. Due to Covid Situation, Sanitization measures are in full swing. All the floors, Principal's Chamber and offices are being sanitized for safety of some faculties and non-teaching staffs who attend the college for administrative purposes. All of the staffs have been asked to take precautionary measures including wearing masks and washing their hands. 12. For this purpose, college has arranged sanitizer and Handwash at all washrooms, office, staff room and main gate and also give surgical masks to all staff at free of cost.

https://hello-vijay-0001.s3.amazonaws.com/VJRC_8eeb325c_Procedures_and_policies_for_maintaining_and_utilizing_physical.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Students Aid Fund	33	43350
Financial Support from Other Sources			
a) National	Swami Vivekananda Merit-cum-Means Scholarship (SVMCM), Kanyashree Prakalpa, SC/ST Scholarship	351	4916500
b)International	Nil	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

5 days Sewing Workshop	24/02/2020	34	Women Cell and Placement Cell of the College in collaboration with Singer
'Sukanya' Women defense training program	06/01/2020	50	NCC Women Cell of the College in collaboration with Kolkata Police and Women Child Development Social Welfare Department, Govt. of West Bengal
3 days Women Entrepreneurship Development Workshop	29/11/2019	25	Webcon Consulting(I) Limited and sponsored by National Science and Technology Entrepreneurship Development Board (NSTEDB), Department of Science Technology, Govt. of India under DST-NIMAT Project in association with the College
3 days Handicraft Course	20/11/2019	37	Women Cell and Placement Cell of VJRC in collaboration with Pidilite Industries Pvt. Ltd.
10 days Annual Training Camp	17/10/2019	67	College NCC Unit
Workshop on Science Tabloid Making	07/09/2019	83	College
Workshop on value education	02/09/2019	150	College
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career	205	488	23	17

	Counselling Seminars				
2019	Career Development & Personality Grooming	30	30	Nill	Nill

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	4	12

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	Nill	Nill	Cord Life India Pvt. Ltd., Data Core India Pvt. Ltd., Cipla, Switz Food Pvt. Ltd., Roy Research, Apollo Pharmacy, Wipro, TATA Medical, Sundarini National Sweets, Bandhan Bank, Academic Solution, Johnson Johnson, Maa Tara Enterprise, I.I.M.C Netaji	Nill	17

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

2019	5	B.A.	Education	Rabindrabharti University, Jadavpur University	M.A. (Distance) in Education, M.A. in Education
2019	1	B.A.	History	Rabindrabharti University	M.A. (Distance) in History
2019	9	B.Sc	Zoology	Dinabandhu Andrews College, Vidyasagar College of Optometry and Vision Science, Bagbazar Women's College, Bangabasi College, Vidyasagar College, Moulana Azad College, Medica Super speciality Hospital	M.Sc in Zoology, Bachelor in Optometry, M.Sc (Distance) in Dietics Communication and Nutritional Management, Diploma in Dialysis Technique
2019	5	B.Sc	Physics	A.P.C College, Jadavpur University, Presidency University, D.A.V. College	M.Sc in Physics, M.Sc in Electronics
2019	3	B.A.	Political Science	Rabindra Bharti University, Dodhichi Community College, Baba Farid Institution of Technology	M.A. (Distance) in Political Science, Nursing, M.A. in Political Science
2019	7	B.Sc	Botany	Vidyasagar University, Sreerampur College,K.P.C Medical College, University of Calcutta, IINR	M.Sc. (Distance) in Botany, M.Sc n Botany, M.Sc in Food and Nutrition, Nursing

2019	2	B.Sc	Chemistry	Acharya Prafulla Chandra College	M.Sc in chemistry
2019	6	B.A.	Bengali	Rabindra Bharti University, Brainware Skill Development	M.A. (Distance) in Bengali, Computer Hardware
2019	7	B.A.	English	Rabindra Bharti University, Champahati Shishu Bikash College of Education, Sonargaon Vivekananda Primary Teacher's Training Centre	M.A. (Distance) in English, B.Ed, D.EL.ED
2019	17	B.Sc	Microbiology	Geetam University, JIS University, Lady Brabourne College, Vijaygarh Jyotish Ray College, St. Xavier's University, University of Calcutta, Burdwan University, Amity University	M.Sc in Microbiology, M.Sc in Biophysics, M.Sc in Biochemistry, M.Sc in Biotechnology, MBA

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Sports Day	College	210
Saraswati Puja	College	510

Republic Day Celebration	College	140	
Netaji Subhash Chandra's Bose Birthday Celebration	College	165	
Swami Vivekananda's Birthday Celebration	College	130	
200th Birth Anniversary Celebration of Pandit Iswar Chandra Vidyasagar	College	40	
Teacher's Day Celebration	College Students Union	430	
World Photography Day	College	80	
Independence Day Celebration	College	150	
Rabindranath Tagore's Birthday Celebration	College	50	

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	5th International Karate Championship	International	1	Nill	20180010	Somunyadip Jana
2019	Science Model Competition	National	Nill	1	20170203, 20170041	Palash Paul, Rohit Bar
2020	38th National Mitsuya-Kai Republic Cup Karate Championship	National	1	Nill	20180010	Soumyadip Jana
2020	38th National Mitsuya-Kai Republic Cup Karate Championship	National	1	Nill	20180010	Soumyadip Jana
2020	Inter-college Drama Competition	National	Nill	1	20190578	Rohit Das
2019	Seminar	National	Nill	1		Pinaki C

	and poster competition on Global Warming & Biodiversity conservation				20180090, 20181064, 20180027	hatterjee, Shubham Karmakar, Shubadeep Ghosh
2020	Science model competition organized by Adamas University	National	Nill	1	20190557, 20181064	Sayan Samanta, Subham Karmakar
2020	Science model competition organized by Adamas University	National	Nill	1	20180271, 20191191, 20191201	Tanushri Chattopadh yay, Ruchita Saha, Dipsikha Sarkar
2020	Intercollege cultural exchange program	National	Nill	1	20180088	Kriti Das
2020	Intercollege cultural exchange program	National	Nill	1	20180297, 2019105, 20190898, 201909260, 20190974	Poly Baidya, Mitali Halder, Sayani Debnath, Maitreyee Sarkar, Dipsikha Maity
			[View File](#)			

 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students Union (a statutory body) of Vijaygarh Jyotish Ray College acts as a democratic platform for the student's community. As a student body, it believes in setting up bridges, not only between students and teachers, but also between the student's community in the college and the larger world outside. The Students' Union is framed as per Govt. instructions. The primary aims among its concerns are certainly academic practices, maintenance of discipline in college in assistance from college Antiragging Cell, Grievance Redressal Cell, Student Welfare Cell, Disciplinary Cell etc. 2. Apart from academic affairs, the Students Union takes part in cultural activities and events. Chief among them are College Social, Freshers Welcome, Teachers Day, College Annual Sports, Saraswati Puja, Birth Day celebrations of eminent Indians, seminars, debates, workshops and farewell parties. Last but not the least is the role played by the Students Union to create an atmosphere in which students can communicate with the teachers and nonteaching staff with confidence and trust.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

 No

5.4.2 – No. of enrolled Alumni:

230

5.4.3 – Alumni contribution during the year (in Rupees) :

10000

5.4.4 – Meetings/activities organized by Alumni Association :

> 1. Miss Dipanwita Mitra, alumni member of the Department of Microbiology delivered a special lecture on 6th January 2020 for the current students of Microbiology. 2. 7th reunion 'Zootopia' organized by the alumni association of the department of Zoology. 3. The reunion of the department of Microbiology 'Microbeats' was also organized. 4. To strengthen the mental health of people in the lockdown period, students, alumni and teachers of the Department of Microbiology along with Principal made an inspirational video called Alor Pathojatri.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

> Vijaygarh Jyotish Ray College practices decentralized and participative management. The governing body and the principal, who is the secretary of the governing body and the chairperson of the IQAC, lead the management and governance of the college. The functions of the college be classified as academic and administrative activities. The academic activities are performed and guided by the Teachers' council that consists of the teaching staff. Faculty members are directly responsible for coordinating departmental academic programmes. Administrative activities are performed by the non-teaching staff, under the guidance of the accountant, the head clerk and bursar. Both teaching and non- teaching staff help the principal in smoothly running the college. The IQAC, plays a crucial role in implementing and prioritizing quality assurance policies and procedures in the administrative and academic performance. Students too are involved in the decision-making process of the college through the students' union, the general secretary of which is a member of the governing body. The students' union plays a constructive role in all student related matters. The college has formed a number of committees and cells to meet its objectives. The important committees are the examination committee, academic committee, finance committee, building committee, admission committee etc. The college has a considerable number of cells such as the Anti Ragging, SC/ST, Placement, Women, Counselling Cells etc. The function of college activities is decentralized to various cells and committees that consist of members and coordinators. Thus, although the principal is the institutional head, the organization is structured in a democratic, decentralized and participative manner through delegation of authority and responsibility to staff members. Case Study: Equipment Purchase Protocol: Purchasing of equipment for laboratories from college fund is initiated from the respective academic departments. Each financial year beginning, the HODs hold departmental meetings to propose a detailed budget to the Principal who in turn forwards it to the Purchase Committee for processing. Upon receipt of the Purchase Committee's

clearance, the Principal places the budget for final approval by the Governing body. Upon approval, a detailed advertisement with elaborate specifications (both technical and financial) is published in college website and college notice boards, mentioning processing time lines, seeking sealed quotations. Quotations received thus, are opened on the due date and verified and then assessed techno-commercially by HODs in consultation with departmental colleagues, and qualifying vendors short-listed. The lowest quoting vendor of at least three vendors, who qualify all tendered terms and conditions, is selected and a purchase order is issued by the Principal. In case of less than three participating vendors, quotations are sought afresh. Payment against such purchases is made by cheque signed by the Authorized Signatories- Principal and the Governing Body President. For purchasing equipment from different govt. funds that are received from time to time, like RUSA fund, e- tendering protocol is stringently followed as per existing rules framed by the Govt. of West Bengal. For purchases of less than Rs. 5,00,000/-, the lowest quoting vendor of at least three vendors, is selected for supply, subject to fulfilling the order conditions, and maintaining the same protocol mentioned above. However, for purchase value more than Rs. 5,00,000/-, apart from e-tendering, an advertisement for the same is hosted in college website and newspapers (Bengali and English). The protocol of equipment purchase from the technical tender opening stage, is carried out by respective departmental teachers who verify and then forward the proposal to the Project Purchase Committee for its final decision. Upon approval by the Project Purchase Committee and Principal, purchase orders for the L1 vendors are issued by the Principal, copies of which are published in the West Bengal Govt. E-tendering portal. Payments for such purchases are done online via PFMS portal of the Govt. of India.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Teaching and Learning	i. Gradual introduction of ICT applications in conducting classes along with the regular chalk and talk method. Various ICT methodologies have been are implemented in the teaching-learning process through strategic planning. ii. WhatsApp is also used as a medium of imparting education to the students as well as interacting with them. iii. Various field trips, workshops, special lectures, seminars and academic competitions were conducted to enhance education and knowledge of students. iv. Provide holistic education to students through seminars on social values, awareness programs, women empowerment workshops, self-defence training for the female students and various cultural activities.
Curriculum Development	The college follows the curriculum prescribed by the affiliated university. There is no scope for the

	college to frame its own curriculum. However, in order to prepare the students for the future, the college has introduced various inter-disciplinary job-oriented/skill development courses. They are as follows ? One year diploma in Healthcare (August 2019-20) affiliated to UGC ? One year diploma in Hospital Management (August 2019-20) affiliated to UGC. ? One year diploma in Film Making (August 2019-20) affiliated to UGC ? Certificate course- News reading and anchoring (Aug 2019-20) affiliated to VJRC in collaboration with Success Scholar.
Examination and Evaluation	The examinations of the college are conducted after meticulous and detailed planning by the examination committee. Meetings of the committee are held before both external and internal exams and a plan is formulated for the smooth running of the examinations. Evaluation of answer scripts is done as per guidelines of the affiliated university. Marks of both internal and external examinations are submitted online.
Research and Development	i. Published peer reviewed journals with ISSN no: 23548571x with papers of participants in National and State level seminars organised by the college. ii. 3 major and 1 minor research projects are being carried out by faculty members at present. iii. Three faculty members are working as research supervisors. iv. One Faculty member has been awarded PhD. v. 3 Faculty members are pursuing their PhD work. vi. 3 Faculty members have enrolled in course work for PhD. vii. Various national and international seminars and workshop have organised to motivate faculty members towards research and paper presentation.
Library, ICT and Physical Infrastructure / Instrumentation	The library committee is responsible for upkeep and smooth functioning of the library. i. The library is partially automated through Library management software (Koha). Full digitisation is under process. ii. NLIST membership has been renewed to avail e-resources. iii. Uninterrupted internet facilities can be availed by the students and the faculty. iv. Purchased 622 books with the college Funds amounting to Rs. 1,52,477/-. v.

	The library has a repository of magazines, e-books, videos and CDs - accessible both by the faculty and students during library hours. vi. Instruments were purchased utilising RUSA funds. vii. ICT has been adopted as an important teaching-learning tool. viii. MOOC workshop was organised on 29-30th August 2019 towards teacher's training in ICT methodology.
Human Resource Management	Decisions regarding human resources are generally taken by the principal in consultation with the governing body. i. Provident fund, group life insurance is provided to teaching and non-teaching staff. ii. Festival ex-gratia and salary advance is provided to non-teaching staff. iii. Staff co-operative fund for the non-teaching staff provides them with hassle free loans. iv. Students are provided financial aid, scholarships and grants such as Student's Aid Fund, Swami Vivekananda Merit Cum Means Scholarship, Kanyasree Prakalpa and SC/ST scholarship. v. Staff members are granted leave as per government norms. vi. College management tries its best to ensure timely promotion to staff. vii. All government welfare schemes are made available to the employees. viii. Faculty members are encouraged to take up research work, projects and publish books. ix. The institution attempts to maintain a good academic record and maintain a friendly environment in the campus by organising yearly staff picnic, teacher's day programme, Basanto Utsav, Briksha Ropon, Utsav, and Matri Bhasha Utsav, etc.
Industry Interaction / Collaboration	i. Collaborated with Pidilite Industries since March 2019 towards organising handiwork workshops for female students. ii. Collaborated with Singer Corporation since December 2019 towards organising sewing workshops for female students.
Admission of Students	i. The process of admission and the receipt of fees is done through an online portal. ii. The students' database is fully computerised. iii. The admission process is carried out as per rules framed by the affiliated university.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details

Planning and Development	i. Introduced maintenance of online academic diary of all the teachers for self-appraisal. ii. The process of digitisation of the library is done through e-tendering and has continued from the college Fund. iii. Any purchase utilising the college fund is done by seeking quotations on the college website. iv. Implemented a few applications of ICT in the teaching-learning system. v. Important information is circulated among the students via SMS gateways. vi. The college's official WhatsApp group is used to circulate relevant messages. vii. The admission process is completely digitized. viii. Collection of student fees and remuneration to guest teachers is done through an online payment system.
Administration	Most administrative tasks are now done on-line. Highlights are: i. Salary disbursement is completely digitized. The office and the accounts department are fully computerised. ii. All retirement related documents are submitted through an e-pension portal. The administration is working towards maintaining e-service books for its faculty and other staff members. iii. A notice display system on the college portal for students and other stake holders. iv. E-tendering through the government portal. v. Departmental WhatsApp groups where the students are included to ease the flow of information and increase interaction between teacher and students. vi. An official WhatsApp group of staff members for quick exchange of information. vii. Students' admission system is completely online.
Finance and Accounts	i. Maintenance of accounts is completely computerised. ii. The student's admission process, receipt of student fees, remuneration to guest lecturers is done through an online system. iii. Salaries are received through the government HRMS portal. iv. The college office too is computerised
Student Admission and Support	i. The admission process is now completely done online. ii. The students also pay their regular fees online. The college maintains a fully computerised data base of the students. iii. The departmental WhatsApp groups also bridge any communication gap

	between faculty and students. iv. Maximum support is provided to the students with financial aid as well as psychological support. For this, various forms of aid are made available to the students such as the Student's Aid Fund (a college fund for students), Kanyasree Prakalpa, Vivekananda Merit-cum-means scholarship, SC/ST scholarship. Psychological support is provided through counselling.
Examination	The examinations of the college are conducted after meticulous and detailed planning by the examination committee. Meetings of the committee are held before both external and internal exams and a plan is formulated for the smooth running of the examinations.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Dr. Sumita Ray	Modern Trends in Chemistry for Sustainable Development	None	500
2020	Dr. Dasarath Mal	Modern Trends in Chemistry for Sustainable Development	None	500
2020	Dr. Anindita Mukherjee	Modern Trends in Chemistry for Sustainable Development	None	500
2020	Debopam Sinha	Modern Trends in Chemistry for Sustainable Development	None	500
2020	Anupam Chowdhury	Modern Trends in Chemistry for Sustainable Development	None	500
2020	Prithwiraj Sasmal	Modern Trends in Chemistry for Sustainable Development	None	500
2020	Dr. Sampa Debnath	Modern Trends in Chemistry for Sustainable Development	None	500

2020	Dr. Prasenjit Das	Modern Trends in Chemistry for Sustainable Development	None	500
2020	Dr. Gargi Saha Kesh	Modern Trends in Chemistry for Sustainable Development	None	500
2020	Dr. Shilajit Barua	Modern Trends in Chemistry for Sustainable Development	None	500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Workshop on MOOC	Nil	29/08/2019	30/08/2019	30	Nill
2019	Seminar on Academic Audit	Nil	09/09/2019	09/09/2019	29	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nil	Nill	Nill	Nill	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	9	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance	Group Insurance Staff cooperative fund	Student Aid Fund, Swami Vivekananda Merit-cum-means scholarship, Kanyasree Prakalpa, ST/ST scholarship

6.4 – **Financial Management and Resource Mobilization**

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

i. All financial transactions are closely monitored by the principal, the bursar, and the accountant of the college as a result of which a system of internal checks and balances has been put in place. The institution has a finance committee that discusses about all important financial decisions while the purchase committee along with the accountant, the bursar and the principal take decisions on the disbursement of funds along with the purchase. A report is prepared on the basis of all the financial activities and accordingly a budget is prepared on the basis of the financial year and presented before the governing body for approval. ii. The college conducts an external audit for each financial year. The accounts prepared by the accountant, the office under the guidance of the bursar, and the principal, are closely examined by the auditor and recommendations are provided. The college implements the recommendations in its accounts. ? The external auditor of the college is Anand Jhunjhunwala and Company. They have been appointed by the Department of Higher Education, Government of West Bengal. The external audit for the years 2015-16, 2016-17, 2017-18, and 2018-19 have been completed, while the audit for the years 2019-20 is under progress.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Not applicable
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6.4.3 – Total corpus fund generated

61002780.93

6.5 – **Internal Quality Assurance System**

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

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

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

i. Bi-lingual notice board has been implemented. ii. Washroom maintenance has been upgraded. iii. More frequent upkeep of the drinking water system has been ensured. iv. More frequent cleaning of the college premises has been undertaken.

6.5.3 – Development programmes for support staff (at least three)

i. MOOC workshop was organized to train teachers in ICT methodology. ii. National International seminars were organized by the college. Teachers were encouraged to present papers as a part their development. iii. Seminar on Academic Audit was organized for faculty members on 9th September 2019.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

i. Arrangement of two-day faculty development program organised by MOOC. ii. ICT empowerment towards teaching-learning system was done by making an

arrangement of taking classes through online platforms in the pandemic situation. iii. Arrangement of students and parents feedback system. iv. Conducting different social awareness programs, organised in collaboration with NCC and NSS v. Organising various inter-college events like cultural events, poster making competitions, etc. vi. Arrangement of academic, administrative and gender audit. vii. Arrangement of green audit viii. Planning for registration of NIRF ranking ix. Library purchases worth Rs. 1,52,477 were made – that consisted of reference books, text books and periodicals. The library is partially automated with NLIST membership. x. Most of the vacant full-time faculty posts have been filled up through CSC. 9 full time teachers joined in 2019-20. xi. Building a culture of research - Three major research projects and 1 minor research project, are being carried out. Three faculty members have been awarded PhD. Six faculty members are marked as pursuing PhD work and three have been enrolled in PhD coursework. Three of the faculty members are also supervisors to one research student each. xii. Introduction to career-oriented skill development courses xiii. 1 Year Diploma in Healthcare xiv. 1 Year Diploma in Hospitality Management xv. 1 Year Diploma in Film Making xvi. Certificate Course- Reading and Anchoring [Affiliated to VJRC in collaboration with Success Scholar]

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Workshop on MOOC	29/08/2019	29/08/2019	30/08/2019	30
2019	Workshop on Academic Audit	09/09/2019	09/09/2019	09/09/2019	29
2019	Arrangement for Student Parent alumni Feedback	01/06/2019	01/06/2019	14/03/2020	310
2019	Filling up of Vacant Posts	01/06/2019	01/06/2019	14/03/2020	9
2019	Industrial Collaboration with Pidilite Industries Singer Corp. as a part of Women Empowerment program	20/11/2019	20/11/2019	28/02/2020	71

2020	One Day National Seminar on The Challenges and the Opportunities of Best practices In Higher Education organised by IQAC, Vijaygarh Jyotish Ray College in Collaboration with NAAC	15/01/2020	15/01/2020	15/01/2020	60
2020	3 days Webinar on Future of Institutional Education, Economy Society in the Post-Covid Era jointly organized by IQAC, VJRC Gokhale Memorial College, Kolkata	25/05/2020	25/05/2020	27/05/2020	162
2020	ONE DAY INTERNATIONAL SEMINAR on GLOBAL EDUCATION OF THE 21st CENTURY: PERSPECTIVE AND CHALLENGES,	07/02/2020	07/02/2020	07/02/2020	67
2020	One day National Seminar on Modern Trends in Chemistry for Sustainable Development	03/03/2020	03/03/2020	03/03/2020	90
2019	Arrangement for gender	01/06/2019	01/06/2019	14/03/2020	310

		audit				

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Motivation and Gender Sensitization Programme by Councelling Cell	30/08/2019	30/08/2019	24	20
Motivation and Gender Sensitization Programme by Councelling Cell	06/09/2019	06/09/2019	25	22

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1. A 20 KV Solar Power Plant connected to the main grid that supplies electricity to the college. 2. Various types of wastes like canteen wastes, laboratory wastes, e-waste etc. are properly segregated for final disposal into the Kolkata Municipal Corporation waste disposal system. 3. Classrooms well ventilated and sufficiently illuminated with natural lights. 4. The plants are maintained properly along with the good aesthetic of the college building. 5. Regular Ecological study done by the Departments of Botany and Zoology through field visits. 6. Almost 40 of the college campus is maintained as Green Zone. 7. The college campus is rich in biodiversity with at least 28 types of plant species, 29 types of bird species and 8 types of mammals. 8. College students are maintaining a butterfly garden since 2016. 9. Collaboration with an NGO-Nature Mate Nature Club, which is dedicated to conservation ecology for field studies to inculcate environmental consciousness among students and society at a large. 10. The college has taken an initiative to create environmental awareness through the Green Consumer Club since 2016. This club arranges different seminars, poster competition, quiz, debates etc. on different environment related issues. 11. Celebration of the World Environment Day every year on 5th June to spread environmental awareness among students and society at a large. 12. Green audit in every year to assess the environmental issues. 13. The college premises is maintained as a Plastic Free Zone. 14. Most of the lightings in the college premises are of LEDs.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Provision for lift	No	Nill
Ramp/Rails	Yes	Nill

Braille Software/facilities		No				Nill	
Rest Rooms		Yes				Nill	
Scribes for examination		Yes				Nill	
Special skill development for differently abled students		No				Nill	
Any other similar facility		Yes				Nill	

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	09/07/2019	22	DEEKSHARAMBH 2019	Orientation of new students	775
2019	Nill	1	22/07/2019	1	Womens empowerment by KMC	Community service	29
2019	1	Nill	30/07/2019	4	Career Counselling Seminar	Competence building	40
2019	Nill	1	13/08/2019	1	HIV awareness Program	Health Awareness	103
2019	1	Nill	19/08/2019	1	World Photography Day	Competence building	80
2019	1	Nill	22/08/2019	1	Environment Seminar	Environmental awareness	60
2019	1	Nill	31/08/2019	1	Science Film Making	Competence building	25
2019	1	Nill	07/09/2019	1	Workshop on Science Tabloid Making	Competence building	20
2019	1	Nill	29/08/2019	2	Massive Open Online	Competence building	30

| 2019 | 1 | 1 | 15/06/2019 | 60 | Summer Internship for P.G. Students | Skill Development | 18 |

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
JOB RESPONSIBILITIES OF THE CONVENOR, HEALTH STUDENTS' WELFARE CELL (Honorary)	01/07/2019	(1) To help the students of our college to remain physically and mentally healthy. (2) To organize awareness program for different health related issues like Thalassemia, etc.
JOB RESPONSIBILITIES OF THE CONVENOR, PROMOTION AND FIXATION CELL: (Honorary)	01/07/2019	To monitor the promotion of the teacher under CAS and fixation of scale of the teachers.
JOB RESPONSIBILITIES OF THE CONVENOR, SERVICE BOOK SERVICE FILE CELL: (Honorary)	01/07/2019	To help to maintain the service book updated.
JOB RESPONSIBILITIES OF IQAC COORDINATOR(Honorary)	01/07/2019	(1) To coordinate the dissemination of information on various quality parameters of higher education (2) To coordinate the documentation of the various programmes / activities leading to quality improvement (3) To coordinate the quality-related activities of the institution (4) To coordinate in preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters. (5) To coordinate the timely and efficient execution of the decisions of IQAC committee.
JOB RESPONSIBILITIES OF TEACHERS COUNCIL SECRETARY (Honorary)	01/07/2019	(1) To distribute meeting agendas. (2) To distribute draft minutes from previous meeting with agenda. (3) To

		record minutes for all executive and council meetings. (4) Tomaintain a complete file of all approved minutes, agendas and reports/materials distributed to members at meetings.
JOB RESPONSIBILITIES OF THE CONVENOR, ANTI RAGGING CELL (Honorary)	01/07/2019	(1) To publicize about the anti-ragging cell to all students. (2) To ensurethat students are aware of the prevalent directives and the actions that can be taken against those indulging in ragging.
JOB RESPONSIBILITIES OF THE CONVENOR, COMPETENCE BUILDING CELL (Honorary)	01/07/2019	(1) To build a competent student who can face the modern world in a pragmatic way. (2) To give special attention to students who can do debates, quizzes, construct models posters, play music, act dance and can do various other extra-curricular activities. (3) To let students know about various competitions to be held outside the college in various educational institutes. (4) To encourage students to grow their skills to perform better in their upcoming career.
JOB RESPONSIBILITIES OF THE CONVENOR, GRIEVANCE REDRESSAL CELL(Honorary)	01/07/2019	(1) To look into the complaints lodged by any student, and judge its merit. (2) It is also empowered to look into matters of harassment.
JOB RESPONSIBILITIES OF THE CONVENOR, COUSELLING CELL (Honorary)	01/07/2019	(1) The primary role is to assist clients in reaching their optimal level of psychosocial functioning through resolving negative patterns, prevention, rehabilitation, and improving quality of life. (2) To monitor the problem of the students to adapt in the society,

			in the college in a rational way.
JOB RESPONSIBILITIES OF OFFICE HEAD CLERK	01/07/2019		(1) To analyze admission and eligibility documents and admission register. (2) To inspect and maintain the personal files of staff and faculty. (3) To maintain P. F. accounts as per the case. (4) To maintain discipline and proper work schedule of class IV employees. (5) To maintain the casual leave register. (6) To take care of movement register for staff under office administration. (7) To supervise and arrange for the printing of Brochures and placement documents for the institute. (8) To keep record of all correspondence and submitting the same to the principal / HOD and section heads. (9) To care of all matters assigned to establishment section, students' section, stores, and maintenance and security sections. (10) To maintain scholarship record of students. (11) To take care of biometric records. (12) To do any other duties assigned by the principal from time to time.
JOB RESPONSIBILITIES OF CLERK UNDER HEAD CLERK	01/07/2019		(1) To regularly look up the website of the University of Calcutta. (2) To look after the personal files of teaching and non-teaching staff. (3) To take care of the attendance registers of both teaching and non-teaching staff. (4) To maintain service books. (5) To maintain the leave records of staff. (6) To forward the attendance sheet of faculty and

			nonteaching staff to accounts for preparation of payment. (7) To accomplish other duties assigned by the principal.
JOB RESPONSIBILITIES OF THE CONVENOR, SC/STCELL: (Honorary)	01/07/2019		(1) To groom students of these category for different jobs. (2) To aware SC/ST students about different scholarships and grants.
JOB RESPONSIBILITIES OF THE CONVENOR, WOMEN CELL: (Honorary)	01/07/2019		(1) To help maintain a harmonious atmosphere at the Institute. (2) To enable women to pursue their work with dignity and reassurance. (3)To raise awareness on gender equality issues.
JOB RESPONSIBILITIES OF THE CONVENOR, DISCIPLINARYCELL: (Honorary)	01/07/2019		To monitor the disciplinary procedures on students.
JOB RESPONSIBILITIES OF THE CONVENOR, INFORMATION PUBLIC RELATIONS CELL: (Honorary)	01/07/2019		Is responsible for media-coverage and all information related activities of all-round development of students.
JOB RESPONSIBILITIES OF ACCOUNTANT	01/07/2019		(1) To prepare the budget of the college under the Principal's supervision. (2) To prepare documents for submission of bi-annual and annual audits. (3) To allot budgets to every department of the college. (4) To providing the HOD / Section heads with a periodical review of the same. (5) To verify the bills before payments. (6) To check the monthly pay sheet and cashbook regularly. (7) To file up e-TDS returns. (8) To be the custodian of receipt books and vouchers. (9) To regularly prepare and present all records required by statutory auditors. (10) To control and check the advance register and ensuring

		timely recovery of advances. (11) To look after and settle journey claims and advances. (12) To prepare and submit TDS statement to Chartered Accountant. (13) To accomplish other duties assigned by the Principal.
JOB RESPONSIBILITIES OF PLACEMENT INCHARGE (Honourary)	01/07/2019	(1) To develop a network with the local employers. (2) To prepare a databank of potential industries and maintain continuous update of the same. (3) To plan hiring events for students and initiate MOUs with industries. (4) To obtain a review and feedback about the strength and weakness from industries where students have already been placed. (5) To organise soft skill training for grooming of students. (6) To organise career counselling sessions for students to make them aware about emerging job opportunities. (7) To organise or co-ordinate talks or discussion by experts in order to motivate them for seeking job opportunities in emerging areas. (8) To organise the printing of placement Brochures or soft copies of information about placement of students. (9) To inform the faculty about the strength and weakness of students to ensure appropriate grooming activities for them. (9) To accomplish any other duties assigned by the principal.
JOB RESPONSIBILITIES OF EXAMINATION IN-CHARGE(Honorary)	01/07/2019	(1) To regulate and supervise all works related to University and college level examinations viz.

			preparation of invigilation duty list and appointment of senior invigilator in consultation with the Principal. (2) To maintain regular correspondence and communication with University regarding University examination results or complaints regardingresult. (3) To organise and supervise filling up of examination verification forms of students and submission of the same to the University. (4) To bring and distributethe result card or score cards of students. (5) To send requisition for stationary goods required for university exam to University of Calcutta and maintain its updated records. (6) To maintain the records of all passed out students of the institute. (7) To send the proposed schedule for practical / oral examination to university and communicate with the universityto get the final approved schedule of the exams. (8) To submit marks to University of Calcutta. (9) To arrange and organiserooms for University of Calcutta examination. To ensure proper seating arrangements and good ambience for the examinees. (10) To accomplish any other duty assigned by the Principal.
	CODE OF CONDUCT FOR STUDENTS	01/07/2019	(1) STUDENTS MUST CARRY THEIR Identity cards in the college campus. (2) Students should not loiter around in the college campus ignoring and bunking theory and

practical classes. (3) Drinking alcoholic beverages, smokingor taking any kind of tobacco is strictly prohibited inside college campus. (4) Clicking photographs and using cell phones in class or during examination is strictly prohibited. (5) Scribbling on the walls of the classroom and toilet is strictly prohibited. (6) Any kind of damage to the benches, tables, chairs, fans and lights in classroom and college campus will not be tolerated and will be considered as a punishable offence. (7) No student is allowed to participate in any activity against college and any unfair activities based on caste, creed, religion and gender is severely condemned. (8) Students are encouraged to participate in sports, cultural activities and all sorts of student related competitions, on and off campus. (9) Use of electronic devices in the examination hall or using any other unfair means during the examination will be treated as a punishable offence. (10) Students will be held responsible and necessary action will be taken against the student in case any of their documents, which are submitted to the college authority, is tampered. (11) The Principal has the right to allow or stop students from appearing in the examination especially those who remain absent during lectures, internal exams, End Term Tests or show ill behaviour in

college. (12) College will be providing an Identity Card to each student on which they have to paste their own passport size photograph. (13) Students have to display their I-Card whenever asked by teachers, or any administrative staff failing which they will have to pay a certain fine to the authority. In case the I-Card is lost, they can obtain another one by applying for it and paying the required sum of money. (14) It should be noted by students that they have to take new admission every year. (15) An average of 60 attendance has to be maintained by each student in each semester. Failing which students will be barred from filling in the examination form. (16) Students should regularly follow the instructions given in the college Notice board and try to obey those. (17) Students should not carry valuable items or jewelleries. The student will be responsible for his / her possessions. (18) Ragging is a punishable offence and it strictly prohibited in the college premises and students participating or encouraging will be punished as per circular "UGC Regulation No. of 1-8-2006 CP PII" 4th March 2008 No. 170. Guilty students will be expelled from college and legal action will be taken against them. (19) It is the Principal's discretion to organize the annual social Gathering and Annual

			Prize Distribution Ceremony in the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day Celebration	15/08/2019	15/08/2019	150
Motivation and Gender Sensitization Programme by Councelling Cell	30/08/2019	30/08/2019	44
Workshop on value education	02/09/2019	02/09/2019	37
Motivation and Gender Sensitization Programme by Councelling Cell	06/09/2019	06/09/2019	47
125 years of Swami Vivekananda Chicago Speech (in the year 1893) by visiting Ramkrishna Mission Institute of Culture	11/09/2019	11/09/2019	25
Celebration of 200th Birth Anniversary of Pandit Iswar Chandra Vidyasagar	27/09/2019	27/09/2019	40
Celebration of constitution Day Organized by Dept of Political science of VJRC	26/09/2019	26/09/2019	55
Internal Quality Assurance Cell (IQAC) of VJRC organized the Birthday Celebration of Swami Vivekananda	12/01/2020	12/01/2020	130
NCC Cadets of VJRC College participated in National Youth Day (Birthday Celebration of Swami Vivekananda) Rally	12/01/2020	12/01/2020	31
VJRC NCC unit took part in the	27/01/2020	27/01/2020	3

West Bengal and Sikkim team at the prestigious PM rally 2020 at New Delhi				
[View File](#)				

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Maintaining the college campus as plastic free zone by NCC and NSS as well as all teachers and staff
Maintaining the college campus as smoking free zone
Maintaining the flower, herbal garden and other greenery inside college campus
Use of solar panel
Replacement of conventional tube lights by LED lights in college
Participating in Swaccha Bharat Abhiyan.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

B. GREEN PRACTICE: OBJECTIVES: 1. To create awareness regarding environment and ecosystem amongst the students. 2. To maintain pollution free campus by avoiding tobacco, pan-masala, chewing on the campus. As per the govt. rules and regulations regarding the instructions of tobacco free campus signboards are displayed at various places on the campus. 3. To Use Solar Energy on College Campus by installing Solar panels and replacing usual lights with LEDs. 4. To sensitize the students and staff regarding the use of drinking water properly for which, we have provided purified (RO aqua-guard) drinking water facilities on the campus. 5. To maximize the use of ICT and minimize the use of paper. It will help to go towards 'Paperless Office'. x. To use 'Use me' dust bins in the college campus so as to keep college campus clean. xi. To protect and natural Flora and Fauna on the campus. xii. To maintain green campus, 'Green Audit' is done regularly. The Practice: 1) Green and Biodiversity friendly campus 2) Encouraging Eco-friendly mode of transportation 3) Towards Paperless office 3) Adopting Cleaner Energy Sources 4) Ecofriendly waste management i) Eco-friendly canteen ii) Solid Waste iii) Liquid Waste iv) E-Waste 5) Green Management implementation and validation 6) Restoration of Ecosystem B. Strong Multilayer Feedback System: 1. OBJECTIVES: i) To strive for better performance with the aid of constructive criticism from the stakeholders at all levels. ii) To enable keeping the teachers, authorities as well as the management at track regarding their performances. iii) To receive new and improvised strategies from the stakeholders regarding teaching-learning as well as administrative methods. 2. CONTEXT: The practice of feedback system facilitates the culture of self-assessment as well as helps to clarify how the good performance of an institution ought to be in compliance with the needs and interests of the stakeholders. There is a long need to make better orientations of the college, which seemed to be impossible without the valuable advice of the beneficiaries, the students, the parents, the alumni, and the teachers. 3. THE PRACTICE: The college has developed a comprehensive and effective online feedback system on all aspects of college life (academic, hostel, administration, library, etc). The outgoing students of UG courses are made to compulsorily fill the feedback form online. All concerned individuals are given a report prepared on the basis of the feedback. The confidentiality of the whole process is scrupulously maintained. The IQAC has been successful in strengthening and revising the existing feedback practice. In the academic session 2019-2020, feedback forms were revised and structured the questionnaire according to NAAC guidelines. In

the session 2019-2020, feedback form for Teacher's Self-appraisal was introduced to collect their views and ideas for the development of themselves as well as the institution. The IQAC takes initiative through the active involvement of the departments for collection of feedback from all the stakeholders, such as students, parents, alumni etc. The Institution has devised implemented Feedback regarding environment of the college on such aspects as: • Curriculum • Classes and other teaching aspects of Teachers • Class Room Interaction • Laboratory • Examination • Library • College Office • Extracurricular activities • Administration • Canteen, Common Room Sanitary system • Strengths Weaknesses of the Department • Suggestions for development of the college • Expectation of the students from filled up Feedback form Teachers are asked to give their opinions on the self-analysing aspects on themselves, opportunities for upgrading skills, ICT facilities for teaching, availability of study materials, and maintenance of washrooms. The alumni also contribute to the feedback system by pointing out how the college education in terms of its syllabus, curriculum and co-curricular activities has helped them achieve their desired position in which they are today. C. Community Service Goal: 1. OBJECTIVES: Higher Educational institutions are primarily teaching-learning oriented, but this process remains incomplete without an active schedule of social welfare for which a consistent practice is necessary. The NSS unit, NCC unit, and the Students Union have been working to promote community services and health-awareness programmes in various ways. The objective of the practice is: ? To improve the quality of teaching/learning in the College by bridging the gap between theory and practice through community engagement. ? To encourage students to actively participate in field-based activities outside their academic domain. ? To empower the underprivileged sections of society for their sustainable development. ? To motivate the students effectively for prompt initiatives to address the unprecedented natural disasters like flood, cyclones etc. ? Greater interpersonal development, particularly the ability to work well with others, and build leadership and communication skills. ? Improved social responsibility and citizenship skills ? Greater involvement in community service after graduation ? Improved institutional commitment to the curriculum and society 2. CONTEXT: In this present situation, it is very difficult to find a person who had a holistic development with appropriate educational, personal and social values. The number and impact of such morally deprived individuals are immense in the society which is very alarming. Unless a correctional measure is taken for these individuals at a young age, and what a better option than the educational institution they attend arrange some programmes and means to develop their social and moral value as well as education. For the attainment of holistic development goal, VJRC has adopted a strong community serving attitude for its students, teachers and staff. 3. THE PRACTICE: An important plan every year involves the community service activities undertaken by the college to give back to society from which we receive so many resources. The NSS unit of the college in collaboration with the Garia Sohomormi Society, distributed clothes to the needy on 28/09/19 just before Durga Puja in the slum area near Dhalai Bridge, Garia. An eye screening camp was organised by the NSS of VJRC on 15/12/19 in the same area. VJRC also joined the fight against Corona virus. It prepared 200 bottles of alcohol based hand sanitizer as per WHO formulation and distributed it among the local poor who were unable to afford high priced sanitizer in this critical pandemic situation. In its continued efforts to help people fight against Covid-19, the college distributed protective masks manufactured by an NGO to local people. VJRC continued its campaign against Covid and donated PPE to Baruipur Superspeciality Hospital (South 24 Paraganas) on 22/04/20. PPE suits were handed over to Dr. Achintya Gayen (super) and Mrs. Banani Halder (Deputy Nursing Super). In order to boost the morale of the people during the lockdown period, students, teachers and alumni of the Department of Microbiology along with the principal made an inspirational video

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://hello-vijay-0001.s3.amazonaws.com/VJRC_af8ca245_Best_Practice.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The unique characteristic that differentiates Vijaygarh Jyotish Ray College among others that it still serves as the centre of academics for the down trodden community which it was established for as the first Higher Education Institution run by refugees. Thousands of displaced people from erstwhile East Bengal flocked across the border and made the outskirts of Kolkata, especially Jadavpur their new home for survival. The early settlers realised that the true way to find a stronghold here, is through education that can give them hope and aspirations for the future and this College was established to fulfil that dream. This institution is proud to have a long history of alumni association from the neighbourhood involved in our goodwill. Still continuing that legacy, this college mainly caters to the students of South 24 Parghanas, one the most under privileged areas in the State. Girl students from that area are mostly benefitted continues their study, and also dropout rate is considerably lower than other such institutions. This institution is committed to serve the various sections and strata of society specially the underprivileged. The institution constantly provides for the needy section of the society by organizing health camps, relief distribution among poor and in times of natural calamities. Apart from Govt. schemes, the college also reduces/abolishes fees for the BPL students whenever it is necessary. This institution also represents a centre to instil adaptability. The location of the college has become highly cosmopolitan over time, and its student body represents BPL to high income families in perfect harmony. With a good blend of students from very poor economic and educational background to very affluent students both economically and educationally the college is able to run three self-financed courses, namely UG, PG courses in Microbiology and UG in Journalism. With diverse group of students, with no-bias policy towards any class, creed or community, students get equal opportunity to intermingle in every sphere of society, that give them firsthand experience and confidence in life skills necessary to succeed in future life. The college also organizes regular orientation, skill development and grooming programmes for the students. This inclusive approach has created an atmosphere that extends to the large number of students from religious minority background to pursue their higher education. College authorities always support adaptation capabilities of the stake holders and help to utilize various potentials. For this, different training courses are organized apart from regular teaching to enhance skills, different certificate courses are introduced to alleviate employability, different training and introductory programmes for faculty and staff, and also mobilization of funds from faculty and alumnus to giving awards and prizes to successful students. The college administration is very active, encouraging and sensitive as reflected in the journey of the college since its inception. It always tries to develop from a mere place of study to a centre of holistic development. Adequate number of diverse subjects were introduced with time to meet the demand of the society, development of diverse research activities for self-development both professionally and personally, introduction of contemporary subjects like Microbiology, Environmental Science and Journalism and mass communication, provides stages and opportunities to collaborate with other organizations to give firsthand skill that are recognized by National Media (e.g. TOI), teaching methods have emerged from mere chalk n talk to ICT-based

teaching, e-classroom, digital library with the help from RUSA grant. The Principal also has taken initiative to participate in review, discuss, emphasize in National media on various socio-economic debates/discussions regularly representing the overall moral value and philosophy of the Institution.

Provide the weblink of the institution
https://hello-vijay-0001.s3.amazonaws.com/VJRC_665506d2_Institutional_Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

1. Introduction of skill-based courses as certificate courses. 2. Registration of alumni association and strengthening alumni activities. 3. Organizing workshops, seminars, in-campus interviews, career counselling, personality development courses etc. for the students to facilitate their employability and placement opportunities. 4. Augmenting infrastructural facilities of the college to cater students' need better. 5. Expansion of e-resources in the college library. 6. Motivating teachers to apply for minor and major research projects. 7. Motivating non-Ph.D teachers to join Ph.D programs. 8. Organizing workshops for the teachers on uses of ICT tools in teaching-learning. 9. Organizing workshops for non-teaching staff of the college for better e-governance in the college administration. 10. Expansion of community services through NSS and NCC activities. 11. Arranging Academic, administrative and Gender audit. 12. Arranging Green Audit by a competent authority. 13. Arranging gender sensitization programs. 14. Improving industrial collaborations to promote teaching-learning, research and student placement. 15. Arranging for participation in NIRF. 16. Motivating students to participate in sporting, science and cultural programs in state, national and if possible in international levels. 17. Setting-up of a yoga center for student, teacher and staff in the college premises. 18. Construction of 4th floor of Annex Building from RUSA Grant for expansion of classrooms and laboratories. 19. Construction of a rain water harvesting system in the college campus. 20. Taking necessary actions to fill-up the remaining vacant teaching and non-teaching posts. 21. Continuing and improving on the feedbacks taken from stakeholders for analyzing SWOCs.