



YEARLY STATUS REPORT - 2021-2022

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 its own campus? **Yes**

• Phone no./Alternate phone no. **03324124082**

• Mobile no **9830658544**

• Registered e-mail **vjrcollege@rediffmail.com**

• Alternate e-mail **rajneogy@gmail.com**

• Address **8/2 Bejoygarh, Jadavpur**

• City/Town **Kolkata**

• State/UT **West Bengal**

• Pin Code **700032**

2.Institutional status

• Affiliated /Constituent **Affiliated**

• Type of Institution **Co-education**

• Location **Urban**

• Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **University of Calcutta**
- Name of the IQAC Coordinator **Dr. Prasenjit Das**
- Phone No. **03324124082**
- Alternate phone No. **9830658544**
- Mobile **9433285855**
- IQAC e-mail address **vjrcollegeiqac@rediffmail.com**
- Alternate Email address **pdiqac@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://vijaygarhjrcollege.com.s3.amazonaws.com/AQAR-2020-21_RESU_BMITTED.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

[https://vijaygarhjrcollege.com/uploads/Academic_Calender_\(2\).pdf](https://vijaygarhjrcollege.com/uploads/Academic_Calender_(2).pdf)

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|----------------|-----------|-------------|-----------------------|-------------------|-------------------|
| Cycle 1 | B+ | 2.8 | 2004 | 03/11/2004 | 02/11/2009 |
| Cycle 1 | B+ | 2.64 | 2017 | 31/10/2017 | 30/10/2022 |

6. Date of Establishment of IQAC

23/11/2004

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|--|--|--|--------------------------------|----------|
| DR. DASARATH MAL, DEPARTMENT OF CHEMISTRY, VIJAYGARH JYOTISH RAY COLLEGE | FINANCIAL ASSISTANCE TO OTHER SCIENTIFIC BODIES FOR UNDERTAKING SCIENTIFIC | SCIENCE AND TECHNOLOGY & BIOTECHNOLOGY, GOVERNMENT OF WEST BENGAL | 2019, DURATION OF 24 MONTHS | 29,534 |
| Dr. SASWATI GAYEN | SCIENTIFIC RESEARCH IN BIOTECHNOLOGY | SCIENCE AND TECHNOLOGY & BIOTECHNOLOGY DEPARTMENT, GOVERNMENT OF WEST BENGAL | 2017, DURATION OF 36 MONTHS | 3,19,625 |

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **6**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

1. Inaugurated the online radio channel of the college, Radio Kolkata (Radiokolkata.org) for 360° awareness of the stakeholders
 2. Participated in NIRF
 3. Initiatives for Academic, Administrative, and Green Audit
 4. Collected feedback from all the stakeholders (viz. students, teachers, alumni, guardians, and employers) as well as Student Satisfaction Survey as well as student mentoring, analyzing the reports thoroughly, and institutionalizing various student-centric actions (master classes, lecture series, career counseling, personality development, yoga workshop, etc.) based on the analysis for the overall growth of our students.
 5. Arranging seminars/webinars on important issues in the Higher Education Sector such as the new Assessment & Accreditation process of NAAC, National Education Policy 2020, and E-workshops/FDPs on the use of various ICT tools in online teaching-learning activities.
- 12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

| Plan of Action | Achievements/Outcomes |
|--|---|
| Initiatives for participation in NIRF | Participated in NIRF 2022 |
| Preparation for Academic and Administrative Audit | Academic and Administrative Audit prepared |
| Initiatives for Green Audit | Green Audit is done by an authorized external agency |
| Collecting feedback from all the stakeholders (viz. students, teachers, alumni, guardians, and employers) as well as Student Satisfaction Survey, analyzing the reports thoroughly, and taking various actions based on the analysis | Introduction of 19 add-on/certificate courses in this year and arrangements for internships for the students to enhance their employability. |
| Stronger Student mentoring mechanism to overcome issues related to prolonged lockdown and career | Arrangement of various career counselling, personality development, and motivational programs as well as programs on yoga for the overall wellbeing of the students |
| Arranging webinars/seminars on important cross-cutting issues in Higher Education Sector | Organization of 3 (three) webinar/ seminar on NEP-2020 |
| FDP/E-workshop for teachers on the use of various ICT tools for effective online teaching-learning activities | A few FDPs/E-workshops were successfully arranged with a good number of participants to address this issue |
| Arranging webinars/seminars on Professional ethics (IPR, plagiarism etc.) including research methodologies | A few webinars and seminars were arranged successfully to address these issues |
| Initiatives for gender sensitization programs | A few gender sensitization programs were arranged |
| Initiatives for scientific webinars/seminars/awareness programs on health & nutrition as well as Environment & sustainability | A few webinars/awareness programs were arranged successfully to address these issues |

| | |
|--|--|
| Initiatives for e-waste management | Proper disposal of college ewaste through a Government approved agency and arrangement of webinar on e-waste management |
| Preparation of Academic Calendar & work audit calendar | Prepared, published on the college website, and maintained |
| Initiatives for outreach programs | Arrangement of various outreach programs through NSS and NCC units of the college |
| Better access to the college library through online mode | Upgradation of library e-resources through ILMS for better accessibility of teachers and students |
| Motivating the teachers to develop e-content for slow learners | Almost all teachers prepared e-content and made these available to the students |
| Motivating students to participate in quiz, debate, and e-poster competitions and to publish in journals | Many students participated in such programs arranged by the college as well as other colleges |
| Initiatives for memorial awards to meritorious students | Fund for such awards was generated through philanthropies by the college teachers and a ceremony was organized |
| Observation and celebration of various important days | Observed and celebrated Independence Day, Republic Day, National Science Day, Earth Day, International Mother language Day, International Women Day, International Yoga Day, World Environment Day, Birthdays of Swami Vivekananda, Rabindranath Tagore, Netaji Subhash Chandra Bose etc. in either online or offline mode |
| Motivating teachers/departments for writing articles in journals and/or books | Teachers of the college published 53 articles in journals and 80 articles as book chapter in this academic year |

| | |
|---|---|
| Initiatives for academic collaborations including academic linkages and MoUs | 71 such collaborations were made in this academic year |
| Initiatives for an online radio channel of the college for 360° awareness of the stakeholders | Inauguration of Radio Kolkata (Radiokolkata.org) on 02.11.2021 |
| Transparent and robust grievance redressal system | Few grievances of the college students related to the previous university Examination were recorded and these cases were solved with the help of grievance cell |
| Master class and/or lecture series by competent resource persons to augment teaching-learning process | Many such programs were arranged by the departments for the students |
| Expansion of Wi-Fi coverage and internet bandwidth in the college campus | Wi-fi coverage expanded and internet bandwidth upgraded to 150 mbps. |
| Construction of rainwater harvesting system in the college campus | Initiatives taken and work order issued |
| Purchase of computers, projectors etc. to augment ICT enabled teaching-learning | More than 30 computers and 10 projectors purchased |

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

| Name | Date of meeting(s) |
|----------------|--------------------|
| Governing Body | 21/12/2022 |

14. Whether institutional data submitted to AISHE

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 its own campus? | Yes |
| • Phone no./Alternate phone no. | 03324124082 |
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| • State/UT | West Bengal |
| • Pin Code | 700032 |
| 2.Institutional status | |
| • Affiliated /Constituent | Affiliated |
| • Type of Institution | Co-education |
| • Location | Urban |
| • Financial Status | UGC 2f and 12(B) |
| • Name of the Affiliating University | University of Calcutta |
| • Name of the IQAC Coordinator | Dr. Prasenjit Das |
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| • IQAC e-mail address | vjrcollegeiqac@rediffmail.com | | | | |
| • Alternate Email address | pdiqac@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | https://vijaygarhjrcollege.com.s3.amazonaws.com/AQAR-2020-21_RESUBMITTED.pdf | | | | |
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Yes

- Name of the statutory body

| Name | Date of meeting(s) |
|----------------|--------------------|
| Governing Body | 21/12/2022 |

14. Whether institutional data submitted to AISHE

| | |
|---------|--------------------|
| Year | Date of Submission |
| 2021-22 | 16/01/2023 |

15. Multidisciplinary / interdisciplinary

In tune with the major objectives of The National Education Policy (NEP) 2020 to make education more experiential, holistic, integrated, inquiry-driven, learner-centered, and flexible along with providing multiple entry and exit opportunities to remove the strict boundaries of disciplines and evolve interdisciplinary thinking, Vijaygarh Jyotish Ray College, being a Government-aided, affiliated college under the University of Calcutta, with its limited scope, offers 19 programs (including 1 PG program) in three streams, i.e. Arts, Science, and Commerce under CBCS to cater the academic needs of nearly 3000 students. All Honours students are required to choose two General Elective (GE) subjects in the 1st, 2nd, 3rd, and 4th semesters (for PG course, in 3rd semester) while all the General course students are to take three GE subjects in all semesters, which provides a multidisciplinary knowledge base to the students. Students of all the streams are required to take one modern Indian language paper in 1st semester (AECC1) and environmental studies (AECC2) in 2nd semester. The college also offers several add-on/certificate courses throughout the years, which are multidisciplinary/interdisciplinary in nature. Many seminars/workshops were arranged by the college in recent years which are multidisciplinary as well. The college publishes a multidisciplinary journal "Education, Research, and Analysis", where teachers and students of different institutes (including this college) may contribute their creative and innovative views. The college also has a common research facility on its campus to support research in multiple fields. With a greater scope of academic flexibilities allowed by the affiliating university, the college has an even higher potential to support the concept of a multidisciplinary/interdisciplinary approach of study as suggested in the NEP 2020.

16. Academic bank of credits (ABC):

Vijaygarh Jyotish Ray College is an affiliated PG college under the University of Calcutta. The college follows the syllabi of CBCS in all the programs as prescribed by the affiliated University. The University holds the end-semester examinations and marks sheets are awarded to the students by the university after being evaluated by the teachers of the same or different colleges. The college has no role whatsoever in preparing and

awarding examination mark sheets. However, the college has authorization for allowing multiple entries or exits as per CBCS. Therefore, execution of the Academic bank of Credits will be implemented by the rules and regulations of the University of Calcutta as and when framed.

17.Skill development:

Skill development augments employability. NEP 2020 aims to make students employable by introducing courses that develop their skills in various fields. Skill Enhancement Courses (SEC) are already offered in all subjects as per the syllabi of the CBCS of the University of Calcutta. All students of honours need to choose two SECs (in semesters 3 and 4), while all general course students need to take four SECs (in semesters 3, 4, 5, and 6). Besides, the college offers many certificate and Add-on courses, specifically designed as per their syllabi. Also, the college has successfully run NCC and NSS units for many years, which encourages skill development in various community services. The college also encourages students for skill development by organizing many seminars/workshops regarding counselling sessions for placements, soft-skill development, yoga, chocolate, and jewellery making etc.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

NEP 2020 targets to blend the Indian knowledge system rooted in its languages and cultures with the modern education system. Accordingly, as per the syllabi prescribed by the University of Calcutta, the college offers the Ability Enhancement Compulsory Courses (AECC) in Bengali and English for the 1st Semester students. Teachers deliver lectures in the classroom in both Bengali and English as and when required. Many departments provide study materials to their students in Bengali. There are emphasis on Indian tradition and culture in the syllabi of several programs like Education, History, and Philosophy. The annual college magazine "Dishari" is a platform for teachers and students that encourages them to contribute creative and informative articles. There are some online Add-on courses offered by the department of Bengali, English, and Journalism and Mass Communication that focus on the Indian language and culture. College also arranges many cultural programs on important occasions. Besides, a unique Internet Radio station of the college "Radio Kolkata" arranges frequent programs on agriculture, the environment, and various Indian cultures.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

1. Regular performance evaluation of students through various direct and indirect methods is done by the college to ensure the attainment of Program Outcomes, Program Specific Outcomes, and Course Outcomes, which are as follows:
 1. Semester End Examinations: Both the theory and practical/tutorial examinations at the end of each semester are conducted by the affiliating university. Marks obtained by the students in these examinations are used to assess the attainment of course outcomes by the students. Marks in practical/tutorial examinations reflect the practical knowledge and problem-solving ability of the students.
 2. Internal Assessment: It is an integral part of the CBCS as framed by the affiliating university. This assessment is conducted by the college through MCQ or short answer type tests.
 3. Projects: project reports submitted by the students as per the CBCS syllabi are thoroughly evaluated by the teachers in the college to measure course outcomes.
 3. Remedial and tutorial classes: remedial support is provided to students by the teachers for further improvements. Slow learners are identified and mentored by the teachers to help them attain the desired progression.
 4. Add-on/certificate courses: The college frames and offers many add-on/certificate courses, often in collaboration with external institutes. Many students avail these opportunities to groom themselves for progression in higher studies and/or placement. These records are collected, analyzed, and used to provide even better service to the students to achieve their career goals.
 5. Feedback Evaluation: There is a regular feedback collection system in place for its stakeholders-students, Alumni, teachers, Employers, and Parents. The feedback system reflects the opinions/suggestions of the stakeholders regarding the relevance of the course, availability of the teaching material, course importance, required support from the institution to the students, etc.
 5. Internships: Students are encouraged to take up internships, projects, fieldwork, etc. in order to help them to obtain necessary skills and practical experience in their chosen field of study.
 6. Extracurricular and co-curricular activities: Students are motivated to participate in various extracurricular and cocurricular activities like singing, dancing, quiz, debating, model competitions etc. arranged by the college or other external institutes in order to inculcate among them the qualities like leadership,

teamwork, perseverance, etc. 7. Student progression to higher studies and placement: this is another effective estimation of OBE that is carefully followed for pass-out students by Vijaygarh Jyotish Ray College in order to give more emphasis on career and academic counselling. As per the suggestions furnished in NEP 2020, if the affiliating university allows more academic autonomy in framing a continuous evaluation system, then the possibility of successful implementation of OBE can be maximized.

20.Distance education/online education:

COVID-19 pandemic induced lockdown of educational institutes throughout the country for almost two years in recent past stopped the offline academic activities; however, it opened up the avenues of online teaching-learning processes which teachers of our institutes welcomed in open arms, adjusted themselves quite efficiently and blended the online modes of teaching with offline methods seamlessly. Teachers regularly used online teaching apps like Google Classroom, Google Meet and Zoom to deliver lectures and provide study materials to the students. Many online seminars and lecture series by national and international experts in relevant fields were arranged during the period to keep up the academic temperament among students and teachers as well. Many teachers participated in online faculty developments programs also to make themselves better adapted in the domain of online education. Introduction of several online add-on courses by the college during that period is also worth mentioning in this context. With suggestions provided in NEP 2020 in this regard, online mode of education can be continued and even flourished in coming years.

Extended Profile

1.Programme

1.1 19

Number of courses offered by the institution across all programs during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

2.1 3030

Number of students during the year

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

2.2

2019

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.3

612

Number of outgoing/ final year students during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.Academic

3.1

79

Number of full time teachers during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.2

83

Number of sanctioned posts during the year

Extended Profile

1. Programme

| | |
|--|-----------|
| 1.1 | 19 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2. Student

| | |
|------------------------------------|-------------|
| 2.1 | 3030 |
| Number of students during the year | |

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

| | |
|--|-------------|
| 2.2 | 2019 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

| File Description | Documents |
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| Data Template | View File |

| | |
|---|------------|
| 2.3 | 612 |
| Number of outgoing/ final year students during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3. Academic

| | |
|--|-----------|
| 3.1 | 79 |
| Number of full time teachers during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|--|----|
| 3.2 | 83 |
| Number of sanctioned posts during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|---|---------|
| 4.Institution | |
| 4.1 | 47 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 3413086 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 105 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

To deliver the curriculum effectively to the students, Vijaygarh Jyotish Ray College has adopted the following mechanisms-

1.At the start of academic session syllabus is distributed among the teachers in Departmental meeting,2Class load is assigned to each teacher as per prescribed UG/PG requirement.3.Weekly routine and academic calendar are prepared by the college routine committee,4.Teachers prepare academic plan in consultation with departmental heads.Every teacher submits their academic plan toPrincipal,5.College administration continuously monitors to ensure adherence of class schedule.6.Remedial,tutorial classes are arranged.7.Students participate in project,dissertations supervised bydepartments.8.Fieldwork,Educational excursions,summer internships are offered bydepartments.9.Students are provided with proper instruments in practicalclasses.10.Class tests conducted regularly.11.Records of

classes, attendance, assessment, project reports, examination results are maintained by departments. Meetings of the academic committee are held for students improvement. 12. Traditional chalk-and-talk methodology is effectively blended with presentation, animations, lecture videos. Students participate in Googleclassroom for assignments, quizzes, e-resources. 13. Well-prepared study materials are provided to the students. 14. Students participate in intra, intercollege debate, quiz, science model competitions, group discussions after completion of a topic. 15. Advanced learners are motivated to present papers in seminars, write articles in journals. 16. Subject experts from various outside institutes regularly deliver invited seminars, special lectures. 17. Principal, IQAC, conducts intercollege FDPs regarding ICT-enabled teaching-learning methodologies. 18. Teachers regularly participate in state, national, international-level seminars/workshops/symposiums/short-term courses. 19. The central, departmental libraries are rich with good collections of text and reference books. 20. The college provides INFLIBNET facility for e-journals, e-books.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://vijaygarhjrcollege.com/uploads/1.1.1_Add_Information_Link..pdf |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

CIE is an integral part of the CBCS syllabus in UG and PG Courses as prescribed by the affiliating University. To implement CIE, our institution follows the academic calendar thoroughly as far as practicable in the COVID-19 lockdown situation. 1. Online class tests were conducted regularly by every department 2. Internal assessments before the final semester examinations were also held in online mode as per the notifications of the affiliating university. 3. Some departments conducted Project work/internship/Field trips/excursions through which students were continuously evaluated. 4. Practical classes were hampered significantly due to lockdown. However, it was possible to conduct a few practical classes in science departments during the last month of 2021, through which students were also evaluated as far as possible.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://vijaygarhjrcollege.com/uploads/1.1.2_Additional_information_Link_(1).pdf |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

19

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

19

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template) | View File |

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

2377

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

By conducting various programs on – 1. Copyright, Plagiarism & IPR related issues (Professional ethics) 2. Gender sensitization 3. Outreach programs through NSS, NCC & Unnat Bharat Abhiyan (Human values) 4. Environment issues (Earth Day, Science Day programs, etc.) 5. Scientific literature reading, referencing, and citation (Professional ethics) our institute successfully amalgamated cross-cutting issues related to professional ethics, gender, human values, environment, and sustainability into the curriculum. Case study: 9 teachers (7 from Dept. of Microbiology & 2 from Dept. of Botany) participated as Faculty Coordinators for the "MANAV Scientific Reading and Comprehension Self-Assessment Module (for students)", conducted by Project MANAV under the National Centre for Cell Science, Pune, as a part of The Human Atlas Initiative in September to October 2021. More

than 70 students of the Dept. of Botany (UG) and Microbiology (UG & PG) completed the course under our mentorship. The students read and critically evaluated two scientific papers from peer-reviewed journals from the field of Microbiology/ Biochemistry / Pharmacy. They were able to self-assess their skills in scientific comprehension of 1. Research Design 2.

Pictorial/Graphical Representation of Data 3. Statistical Analyses 4. Scientific text- Inference and Conclusion Also, syllabuses of many academic courses and add-on/certificate courses as well focus on such cross-cutting issues. For example, Departments like Environmental Science, Zoology, Botany, and Microbiology have Ecology/Environmental, and Bioethical issues in the respective CBCS syllabuses. In the Chemistry syllabus, there is an elaborate portion for Green Chemistry. Syllabi of Education, Philosophy, and Political Science cover many important aspects of Professional ethics, gender, and Human values.

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

14

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Institutional Data in Prescribed Format | View File |

1.3.3 - Number of students undertaking project work/field work/ internships

1258

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

| | |
|---|---------------------|
| 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni | A. All of the above |
|---|---------------------|

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://vijaygarhjrcollege.com/uploads/1.4.1Feedback_SSS_21-22_VJRC.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | No File Uploaded |

| | |
|---|---|
| 1.4.2 - Feedback process of the Institution may be classified as follows | A. Feedback collected, analyzed and action taken and feedback available on website |
|---|---|

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | No File Uploaded |
| URL for feedback report | https://vijaygarhjrcollege.com/uploads/1.4.2_Feedback_SSS_21-22_VJRC.pdf |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3030

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

947

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students irrespective of caste, creed, languages, socio-economic background, and merits are admitted to our institution. So as

ateacher, it is our primary duty to assess their academic potentialities and make them competent in the new academic environment. In the orientation program (offline or online mode) we provide an academic calendar, syllabus, timetable, and information of all planned academic activities. For slow learners, we take a few remedial classes after completion of the syllabus for better understanding. To assess and motivate the slow learners and advanced learners the college has adopted the following strategies :

- Innovative techniques like Isographic study material, microteaching
- Regular interaction with the students
- Sharing of relevant study materials
- Doubt clearing sessions
- Student internship and fieldwork, excursions, students outreach programme
- Students are given home assignments
- Short tests are taken for assessment
- Students are encouraged to publish in wall magazines, e-magazines, communication skill development programs, student mentoring, counselling
- College organizes students' seminar where all students can participate and selected advanced learners can deliver lectures in student's seminar. The selected advanced learners are also guided to present review papers.
- Postgraduate students are guided for book chapter writing, project work, review paper presentations, and project proposal submission.
- Advanced learners are encouraged for mock teaching
- Students are encouraged for proof reading

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/2.2.1.pdf |
| Upload any additional information | View File |

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 3030 | 78 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

- College organizes students' seminars, different competitions on the debate, quiz, essay writing, poster competition, a music competition for the students and these initiatives from the college help the students to make the teaching-learning process more interesting. Participation in the different competitions enhances students' skills in those specific fields.
- Practical classes are included in the syllabus of science subjects, but due to pandemic situations these classes are hampered to some extent, these science departments had arranged some online practical classes to demonstrate the methodologies by following State Government orders in a pandemic situation. Few departments have arranged field studies for the students by which they can acquire knowledge.
- The herbarium in the Department of Botany, sample collection in the Zoology Department also facilitates the chances of gathering knowledge.
- Presentation in seminar makes the students more knowledgeable and confident
- By participation in projects, the students can acquire knowledge by problem-solving methods.
- Presentation of review papers also makes the students more confident.
- Postgraduate students are encouraged for book chapter writing, review paper presentation. For doing a project, for writing project proposal by which they can apply their idea of course outcome.
- Besides these college has organized a large number of international, national lecture series and workshops for the students to enhance their knowledge level.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://vijaygarhjrcollege.com/uploads/2.3.1-Student_centric_methods.pdf |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

- Information and communication technology (ICT) is an essential part of teaching and learning. The teachers apply ICT during teaching and students are also encouraged to use ICT for learning. ICT-enabled education is very much helpful online mode education. ICT enables the students to learn from the internet, to access in the Google classroom, to access e-content in the classroom, to study e-books of our college library, to access social media which is also the storehouse of knowledge. Almost all of our faculty use ICT during class teaching.
- During the Pandemic situation almost all classes have been taken online mode. Teachers have used PowerPoint presentations, youtube video presentations for practical classes, for narration historical topics, political events, e contents, recorded presentations that have been uploaded to in youtube platform. All these e-content have been uploaded to Google classroom and on the college website.
- College has a membership of Digital Library of India (NDL), INFLIBNET (N-LIST). The students have facilities for searching e-data base for teaching-learning, for career guidance.
- There is a browsing center (Meghnad Saha Bhaban) in our college for ICT empowerment in teaching-learning.
- A detailed list of ICT tools and e-resources used by teachers of the college for effective teaching-learning process up gradation has been uploaded

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | View File |

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

78

| File Description | Documents |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

80

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

40

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | View File |

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1464

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- Generally continuous assessment of the student is done by class interaction and short tests.
- In addition to that, the college organizes internal assessment as per the guidelines stipulated by theaffiliating University for Semester Examinations. Internal assessment is arranged according to the time schedule given by the University of Calcutta. The students are communicated well by repeated notice in college website as well as different other online platforms such as WhatsApp and Google classroom.
- Due to pandemic situations this examination system is conducted in online mode. The evaluation system of this examination follows the rules and regulations of the affiliating university. Before commencement of the final examination of each semester the CBCS system of affiliated university, all the students have to appear in the

internal assessment. This assessment consist of 20% of the total marks per paper(10 marks out of 50) and this marks are given on the basis of the result of internal assessment and the class attendance. The e-answer scripts of internal assessment are preserved meticulously.

- After evaluation the numbers are uploaded in the Portal of the affiliated university. So the evaluation system is very much authentic and all records of the students are preserved systematically.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://vijaygarhjrcollege.com/uploads/2.5.1_Evaluation_Process_and_Reform.pdf |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

- To monitor the systematic and transparency of the examination, there is an examination committee in our college.
- Before commencement of internal assessment the students are well communicated through a repeated notice in their respective WhatsApp groups.
- Students are trained about the technology about of appearing online examination and how to submit examination copy online mode, they are also made understood about the evaluation system and question pattern.
- Questions are set according to the guideline by affiliating university.
- After uploading the questions, students are well informed.
- Students are also informed that besides all the guidance, if they face any problem, they can immediately inform the grievance cell of the college for further help and this cell will immediately help them in emergency for the smooth running of the examination.
- Some of them faced problems during the submission of answer scripts. They contact the grievance cell and their problems are solved by this cell.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://vijaygarhjrcollege.com/uploads/2.5.2 - Mechanism to deal with internal examination.pdf |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

- The CBCS syllabus of each paper of all subjects is well communicated to the faculties of the college by the respective Board of studies (UGBOS & PGBOS) of affiliating universities.
- Before the commencement of the academic session, all Departmental Heads organize departmental meetings with the departmental faculties for distribution syllabus and discussion of course outcome, program outcome and program-specific outcome and all these course outcomes, program outcome and program-specific outcomes are uploaded in the college website
- Faculties convey to the students the primary objectives of course outcome, program-specific outcome, and program outcome during class teaching.
- From the college website, students are also provided the regular update related to the respective syllabus.
- Apart from the website, the prospectus also provides the students with some important information about the college.
- Besides these, special lectures are often arranged by placement cell to make students aware of course outcome, program-specific outcome, and program outcome.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | https://vijaygarhjrcollege.com/uploads/2.6.1-Programme and course outcomes.pdf |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The programs and courses are designed by the affiliating university which is contemporary and useful for the students in most of the cases as was reflected in the student feedback. To evaluate the learning outcomes, record of their progression to higher studies and placements after completing graduation and/or postgraduation were analysed. Also the attainment of learning outcomes was evaluated by,-

- i) organizing student seminar, quiz, debate, open house, etc.
- ii) Continuous assessment, unit test, problem-solving, paper writing, paper review, publication in wall magazine, college magazine, and journal.
- iii) Project work and field study.
- iv) Motivate students to undertake a primary level of research.
- v) Through model and poster competition
- vi) Internal, Tutorial, and End Semester examination.
- vii) Add-on courses .

The institution as supplement to the traditional method of measuring attainment as described above tried to quantify the attainment level of students in a method described below:

The method combines the direct and indirect methods of calculation, comprising marks assigned for Internal Assessment (based on class attendance, assignment, class test etc.), Tutorials/Practicals or Project Work given to the students, Theoretical marks of the University Examination as well. Combining these two methods an Index has been prepared and it was fixed that if the score of the Index is Below 50%, it will be defined as Low Attainment Level. If the score is Between 50%-60%, it will be considered as Medium Attainment Level. If the score is Above 60%, it will be defined as High Attainment Level.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://vijaygarhjrcollege.com/uploads/2.6.2_PO_6th_Sem_VJRC_2021-22.pdf |

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

610

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | https://vijaygarhjrcollege.com/uploads/2.6.3_Pass_Percentage.pdf |

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://vijaygarhjrcollege.com/uploads/SSS_2021-22_VJRC.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

349159

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | View File |
| List of endowments / projects with details of grants(Data Template) | View File |

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

5

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

3

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | https://www.vigyansathi.in/ |

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

1. RESEARCH AND GUIDANCE CELL regularly notifies faculty members

aboutcalls forproposals from various funding agencies. 2. organizes workshops, seminars, and webinars. 3. a well-resourced COMMON RESEARCH FACILITY, an infrastructural and instrumental facility solely dedicated toresearch in the institution. Promotion of Innovation and competence building: 4.The COMPETENCE BUILDING CELL along with THE SCIENCE INNOVATION CENTRE, organizes intra and inter-institutional science model competitions, essay and article writing competitions, quizzes, and debate competitions as well as competence-building workshops too. Several add-on and skill enhancement courses, courses on life skills, and personal health have been introduced to make students industry-ready. Regularly, student mentorship and career counseling programs are carried out in collaboration with various professional institutions. 5. The publication cell for publication of articles, essays, and magazines and also runs a multi-disciplinary journal The Education Research and Analysis Journal. 6. Funding schemes like RUSA and BOOST, upgrade infrastructural and instrumentation facilities. 7. A resource-richlibrary withan e-book database and other online resource databases like INFLIBNET and NDLI 8. Dynamic & highly qualified faculty members pursue their Ph.D. and participate in various competence-building and skill-enhancement programs with the assurance of necessary support from the institution. 9. Faculty members are encouraged to guide Research Scholars in perusing theirPh.D. and several students have got benefited from internship programs in the institute. 10. RADIO KOLKATA, the online communityradio facility owned by the College contributes to robust knowledge sharing among students. 11. NCC and NSS wings perform awareness programs, rallies, community services.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/3.2.1.pdf |

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

46

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | No File Uploaded |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

| File Description | Documents |
|--|---|
| URL to the research page on HEI website | https://www.vijaygarhjrcollege.com/web_index.php?d=0336dcbab05b9d5ad24f4333c7658a0e |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

53

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

80

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Vijaygarh Jyotish Ray College maintains its social cohesiveness through engaging in extension activities in the community to sensitize students about social issues. Through numerous cells and activity centers, the college consistently encourages students and faculty members to participate in socio-friendly extension activities. The college strives to improve students' Emotional Quotient by exposing them to a variety of issues and hurdles experienced by people in the surrounding community, as well as encouraging stakeholders to develop a positive attitude toward life. The college, under the inspiration of extremely enthusiastic Head of the Institution and encouraged by robustly active internal quality assurance cell carried out the following extension activities in the last academic year by involving faculty members, NSS volunteers, NCC cadets, and other students:

1. Distribution of relief materials to super cyclone Amphan and Yash affected Sunderbans in 2020 and 2021 respectively.
2. Celebration of Independence Day and Republic Day through NCC activities
3. Distribution of free data pack among students for supporting online classes through NGO
4. Gender sensitization programs through NGOs
5. Wellness workshop through Yoga
6. COVID Vaccination drive for students
7. Promotion of Green Practice in College
8. Community awareness, health awareness, and science awareness through documentary filmmaking by the head of the institution and other faculty members of the college.
9. The NCC and NSS unit of the college is involved in various activities like cleanliness drives, tree plantation, awareness rallies, and other social service activities like health check-up camps, blood donation camps, community development, and social cohesion programs in neighborhood communities

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/3.4.1.pdf |
| Upload any additional information | View File |

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

9

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

77

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | View File |
| Any additional information | No File Uploaded |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

5128

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | No File Uploaded |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

71

| File Description | Documents |
|--|---------------------------|
| e-copies of related Document | View File |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

30

| File Description | Documents |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | No File Uploaded |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

1. All classrooms are connected with Wi-Fi, some are fitted with LAN facilities LCD Projector, Smart Board, etc. Most classrooms are fitted with whiteboards. We have well-equipped computer labs used by students for lab-based classes, projects, etc. Big classrooms have provisions for Mic to address large gatherings. College also has several Portable projectors for classroom purposes and/or seminars. 2. The library is equipped with computers for searching book catalogues, viewing e-journals, online learning resources. 3. There are Science laboratories in the departments of Microbiology, Botany, Zoology, Chemistry, Physics, Environmental Science. A Media Lab for Journalism. 4. An audio-visual seminar hall is regularly used, a Seminar Hall/Auditorium for Seminars, conferences, workshops, etc. One seminar hall-cum-computer laboratory with projector, All-in-one printers. Many of the classrooms with projectors are being used as seminar halls. 5. Classrooms are used for tutorials and remedial classes along with regular classes. 6. Beautifully landscaped garden with various flowers, fruits plants, vegetable plants increase the beauty of college campus. There are many big trees such as Mahogany, Mango, Jackfruit, Berries, Flame tree, etc. inside the college premises. A detailed list of plant varieties in the college is reported in the Green audit. 7. Braille materials- Braille Books, AudioBooks, Screen Reading Software are available in the library for visually impaired students. Equipment for teaching-learning, and research includes laptops, fixed projectors, smart boards. Laboratories adequately equipped with the latest instruments. Library equipped with Computer, Printer, Xerox machine.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/4.1.1.pdf |

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Apart from academic facilities, VJRC has exhibited its commitment to providing facilities for sports, games, yoga, and cultural activities. To enrich the sports activities, facilities for indoor games like Table Tennis, Carrom, Chess, Ludo are being provided on the Campus. The institute will make use of the Corporation ground to conduct the Annual sports meet, NCC, and other outdoor sports. The students of this college have participated in Inter-College, State level competitions. Now, every year on 21st June, Yoga Day is being celebrated with great enthusiasm. An auditorium as well as seminar hall, namely, Rabindra Sabhagriha, has been created which can accommodate nearly 150 members with the plug and play facilities, airconditioned and computerized at the campus to cater to the needs of students and staff's cultural activities. We have an open stage at the campus where different Events (Such as Independence Day, Republic Day, International Mother Language Day, etc.) and Vasanta Utsav are celebrated. We are conducting a college Annual Cultural Programme using a corporation hall, in front of the college. The college believes in co-curricular activities, so, different types of events such as Quiz, Debate competitions, Teachers Day, Freshers Welcome celebration are organized at the college campus. E-journal, Wall Magazines or E-Magazines are published every year by almost all departments where students contribute their write-ups, drawings, etc. Faculty members keep on mentoring interested students for different cultural activities. NSS & NCC Camps and other activities are carried out regularly. The college provides infrastructure and funds for all NSS activities.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/4.1.2..pdf |

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

43

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/4.1.3 Link Sample Photos.pdf |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

3413086

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- Name of IIMS software : Koha
- Nature of automation (fully or partially) : Partially
- Version: 16.11.05.000
- Year of Automation: since 2017

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | http://vjrc-opac.vjrc.ac.in/ |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | View File |

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

270332

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

41

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Recognizing the importance of technology in education, the institute has implemented IT infrastructure. The college uses IT to provide a competitive advantage in its core areas of education and research. All IT infrastructures in the campus are also provided power through centralized UPS. The Institute has a robust and vibrant IT policy. The policy aims at providing uninterrupted services on campus. IT infrastructure includes LAN, Wi-Fi campus, web services, and email services. During the lockdown due to the Covid pandemic, classes were held online for students across all programs. The IT network of the institute is the cornerstone of all activities. Secured Wi-Fi access has been provided to all users on campus. IT infrastructure of the college is subjected to regular updation as it firmly believes that IT of an organization has the fastest obsolescence rate. The budget allocation for IT is in line with the existing requirement and foreseeing the future ones. This budget is judiciously used to upgrade the existing set-up and replace the worn out and outdated equipment. Recently the institute has upgraded its IT infrastructure in the year 2020 by investing nearly Rs. 2 Lakh 30 Thousand.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/4.3.1..pdf |

4.3.2 - Number of Computers

109

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description | Documents |
|--|---------------------------|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | View File |

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1507055

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has many employees to maintain the college infrastructure like Classrooms, Library, Computer & other Laboratories, Canteen, and the College Premises. College Administration has monitored the infrastructure maintenance activity for ensuring a clean campus. Classrooms & Laboratories are cleaned every day. Technical Staff members are employed to maintain the Internet Centre, Computer Laboratories, and Science

Laboratories. The Laboratory Assistants are employed for the maintenance of instruments. For Library, Stock is verified to maintain the quality and quantity of materials every year. Security Guard ensures the safety and security of the college premises throughout the day. Painting the buildings, Water purifiers, Air conditioners, UPS maintenance, CCTV Network, Wi-fi Network are outsourced for the better performance of the equipment. Due to Covid Situation, Sanitization measures are in full swing. All the floors are being sanitized for the safety of all faculties and non-teaching staff whothe college for administrative purposes regularly and for off campus (15.11.2021-31.12.21). All of the staff have been asked to take precautionary measures including wearing masks and using Sanitizer. For this purpose, the college has arranged Sanitizer and Handwash at all washrooms, offices, staff room, and main gate and also given surgical masks to all staff free of cost.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/4.4.2.pdf |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

833

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

61

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | https://vijaygarhjrcollege.com/uploads/5.1.3.pdf |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

| 5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year | |
|---|----------------------------|
| 4725 | |
| 5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year | |
| 4725 | |
| File Description | Documents |
| Any additional information | View File |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | View File |
| 5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees | A. All of the above |
| File Description | Documents |
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | No File Uploaded |
| 5.2 - Student Progression | |
| 5.2.1 - Number of placement of outgoing students during the year | |
| 5.2.1.1 - Number of outgoing students placed during the year | |

84

| File Description | Documents |
|--|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

184

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | No File Uploaded |
| Details of student progression to higher education | View File |

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

13

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | View File |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

210

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | View File |
| Any additional information | No File Uploaded |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Students Union (a statutory body) of Vijaygarh Jyotish Ray College acts as a democratic platform for the student 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 aim among its concerns is certainly academic practices, maintenance of discipline in college in assistance from college Antiragging Cell, Grievance Redressal Cell, Student Welfare Cell, Disciplinary Cell, etc. 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 least is the role played by the Students Union to create an atmosphere in which students can communicate with the teachers and non-teaching staff with confidence and trust.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/Students Union programs June-Aug 2022.pdf |
| Upload any additional information | View File |

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

46

| File Description | Documents |
|---|---------------------------|
| Report of the event | View File |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template) | View File |

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Although the alumni association of the college was formally registered on 28th March 2022, but the alumni of the college had always interacted and tried to guide the students through various interactive sessions. They organize career counseling webinars and various mentoring programs. The College Foundation Day was also celebrated in collaboration with the alumni association. The Department of Microbiology, Zoology and Journalism also have their separate alumni association in addition to the common alumni association. The alumni association of Microbiology is called 'Microbeats' and that of Zoology is called 'Zootopia'. The Journalism department alumni association is called 'Alumni JORA VJRC'. They organize Reunion programs in collaboration with the respective departments.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/Alumni_Programs_June-Aug.pdf |
| Upload any additional information | View File |

5.4.2 - Alumni contribution during the year (INR in Lakhs)

D. 1 Lakhs - 3Lakhs

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Established in 1950 to cater to the need for education among the settlers from East Pakistan in and around the locality, the college has a definite vision of enabling its students to get degrees and empowering them for lives by strengthening their skills as moral character. The apex administrative body of the institution, i.e. the Governing Body (GB) sanctions and supervises activities that are required to fulfill the institution's vision. The missions that the college has also pointed out towards fulfilling the vision with which the college began its journey. Students from all sections of the society irrespective of economic and social background are admitted to the institution. Needy students are offered scholarships as per Govt. rules as well as some concessions by the college. Students are also encouraged to join various extra academic programs organized by the institution for their overall development. Value education and EVS classes are mandatory for all students, enabling them to better their physical and moral environment. The college has ensured students' participation in various community service programs in keeping with its vision and mission through the NCC and NSS. This has helped in the personality and character development of students. The college has been managed by various principals and teachers-in charge and their focus never shifted from its basic vision and mission of enlightening and empowering students for life.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/6-1-1 (21-22).pdf |
| Upload any additional information | View File |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The College has a mechanism for delegating authority and providing operational autonomy to various functionaries to work towards a decentralized and participative governance system. Decentralized management displays efficient leadership and satisfactory outcome Case Study: Admission Procedure Online Admission committee is formed with the following hierarchy: Chairman (Principal) -> Convener (Teacher Representative) ->Members 1. Teaching Staff (all HoDs of all departments and all IQAC members) 2. Governing Body representatives 3. Students' representative 4. Non-teaching staff The committee meets online periodically to discuss the details of admission including fees for registration, admission, and the details of the publication of merit lists, etc. which are decided as per directives of the GB, as well as to take stock of the number of students admitted, number vacant seats in different subjects, to decide on the publication of supplementary merit lists in the later phase. A notification is published on the college website and applications are invited through the online admission portal of the College wherein application forms are uploaded. The entire process is done online, ensuring complete transparency. Draft merit lists for different subjects are prepared based on merit points calculated through software as per intake capacity and reservation criterion. Applications are verified by members. After verification the final list is published in the college admission portal for provisional admission of the students. Non-teaching staff inform shortlisted candidates about their selection who then take admission. Record of the details of admitted candidates is maintained by non-teaching staff.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/6-1-2_(21-22).pdf |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Almost all the activities of the college are done through strategic planning. In this tenure, there has been an unanticipated change in the mode of teaching-learning which is more than ever dependent on technology. Keeping in mind such a necessity there has been a gradual introduction of ICT applications in conducting classes. Various ICT methodologies have been implemented in the teaching-learning process through strategic planning. Teachers use college and/or personal devices and networks to impart education using ICT. Classes are being regularly conducted through platforms like Google Classroom, Google Meet, Zoom, etc. WhatsApp is also used as a medium of imparting education to the students as well as interacting with them. In this pandemic situation even the examinations of the college as well as those scheduled by the university are being conducted in online mode. Right from distribution of question papers to collection and evaluation of scripts, every process is conducted in online mode to avoid social gathering.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/6.2.1.pdf |
| Upload any additional information | No File Uploaded |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The function of college activities is decentralized to various cells and committees which consist of members and coordinators.

Thus, even though the principal is the head of the institution, the organizational structure is much more decentralized and participative. The organizational structure of the college is as follows: The college operates in a decentralized, democratic, and participative style. There is delegation of authority along with the responsibility to the staff members.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/6-2-2_(21-22).pdf |
| Link to Organogram of the institution webpage | https://vijaygarhjrcollege.com/pages.php?pid=9766527f2b5d3e95d4a733fcfb77bd7e |
| Upload any additional information | View File |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

| File Description | Documents |
|--|---------------------------|
| ERP (Enterprise Resource Planning) Document | View File |
| Screen shots of user inter faces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The College provides various welfare measures such as: 1.General provident fund facility for all staff members who are appointed in substantive posts. 2.Faculty members are encouraged to attend workshops, FDP, seminars as a part of their academic and professional development. 3.Group life insurance is provided to all teaching and non-teaching staff. 4.Government welfare schemes are made available to employees. 5.Festival ex-gratia is

provided to all non-teaching staff before important festivals. 6.Faculty members are encouraged to take up research works and projects, present papers, and publish books. 7.Salary advance is given to non-teaching staff as per requirement. 8.Salary advance is also given to new joiners in substantive posts. 9.Leaves are allowed to all staff members as per government norms. 10.Female employees are granted child-care leave and maternity leave as per government norms. 11.The IQAC often organizes training and development programs for the staff members. 12.The non-teaching staff members have created a staff cooperative fund that provides loans to members of the non-teaching staff in times of need. 13.Annual picnic for the teaching and non-teaching staff is organized by the college. 14.Other cultural programs like Basanta Utsab, Matri Bhasa Dibas, Tree Planting Ceremony, Yoga Day, etc., are also organized

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/6-3-1_(21-22).pdf |
| Upload any additional information | View File |

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

73

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

8

| File Description | Documents |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | No File Uploaded |
| Reports of Academic Staff College or similar centers | No File Uploaded |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

78

| File Description | Documents |
|---|---------------------------|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | No File Uploaded |
| Upload any additional information | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance of faculty members is calculated as per the API

score by the government for promotion. The API score is the index of the incumbent's performance in his or her job. In case of promotion, on fulfillment of the prescribed criteria, the files are then forwarded to the DPI for promotion. The IQAC checks all the academic activities of the incumbent and after the convener of IQAC is satisfied that all the required parameters are fulfilled by the incumbent, he/she forwards the files to the principal who in turn forwards the same to the governing body for its' recommendation. The institution also has a self-appraisal mechanism for teachers. The students are asked to fill in a feedback form to assess the performance of the teachers. They are required to assess faculties in general and not about particular teacher(s). The teachers fill in an online diary in which they mention details about academic activities and other endeavors in the college that they have individually undertaken. During the tenure four of the teaching staff members in substantive posts have been promoted to the next higher level. There is no provision for PBAS for the non-teaching staff.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/6-3-5_(21-22).pdf |
| Upload any additional information | View File |

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college undertakes both external and internal audits regularly. The external auditor is appointed by the Government and the internal auditor is appointed by the college authority with the approval of the college Governing Body. The internal audit is undertaken as per the requirement of the college. The recommendations and suggestions of the internal auditor are incorporated in accounts to make the final audit smooth and effective. The college has conducted the internal audit for 2021-2022. However, the books of account for 2021-2022 are ready for audit, Institution is awaiting for the appointment of the external auditor by the authorised body.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/6.4.1.pdf |
| Upload any additional information | View File |

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.8

| File Description | Documents |
|---|---------------------------|
| Annual statements of accounts | View File |
| Any additional information | No File Uploaded |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- Fund received from RUSA has been used for infrastructural development.
- Fund generated from a collection of students' fees etc. is used in the maintenance of physical facilities and academic support facilities.
- Interest earned from the fund accumulated from teachers' contribution in memory of their loved ones is used to give awards to rank holders in University examinations.
- A part of the college building has been let out to Canara Bank from where the college earns revenue each year.
- The college auditorium (Rabindra Sabhagriha) is let out to outsiders for appropriate programs, thus generating revenue.
- The college hosts competitive examinations. Thus it earns revenue in form of center fees.
- The College is also a study center for Rabindra Bharati University distance learning mode. This also creates an opportunity for revenue generation.

- Revenue is generated by the institution from Calcutta Electric Supply Corporation in lieu of installation and operation of a 20KV solar panel inside the college premises.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/6-4-3_(21-22).pdf |
| Upload any additional information | View File |

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Two practices institutionalized as a result of IQAC initiatives are: 1. The incorporation of ICT in the teaching-learning method-

- The IQAC has conducted several workshops and seminars to improve the understanding of the faculty about the methodologies of ICT.
- The IQAC has been encouraging teachers to incorporate ICT in the teaching-learning methods.
- Classes are being regularly conducted through platforms like Skype, Google Classroom, Google Meet, Zoom, etc. WhatsApp is also used as a medium of imparting education to the students as well as interacting with them.
- The faculty members also upload teaching material on these platforms and often share relevant links to topics related to the syllabus.
- Smart classrooms have been made an integral part of the teaching-learning method

2. Students' Escalation Activities like Seminars/ Webinars, Workshops, etc.

- The IQAC, in collaboration with various departments, regularly organizes Seminars/webinars, workshops, and other programs for students.
- Such programs empower the students both academically and non-academically.
- Experts in the respective fields are invited as Knowledge Resource persons.

- Students are notified about and encouraged to participate in the programs.
- Such programs escalate students' ability to think out and beyond their syllabus

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/6.5.1.pdf |
| Upload any additional information | View File |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

One of the most important responsibilities of IQAC is to continuously review the teaching-learning process. During the pandemic, continuous reviewing of teaching-learning was difficult. However, to serve the interest of the students, the IQAC of Vijaygarh Jyotish Ray College has made significant efforts to streamline the online teaching-learning process. The IQAC, with constant support from the Academic Committee as well as the Governing Body, was successful in adhering to the academic calendar as far as practicable. The system of review of the teaching-learning process of the Institution included the following: 1. Regular assignments for students by all departments to understand their progress. 2. Regular online Parent-teacher meetings by different departments to understand the progress of the students. 3. Mentoring by departmental faculties to boost the students' psychological well-being during this difficult time as reflected in the feedback analysis. 4. Regular meetings of the Academic Committee to review the progress of the teaching-learning process. 5. Different aspects of teaching-learning are discussed in the 'Open-House' system.

To record incremental improvement following activities were also undertaken-a) The IQAC conducted an Academic & Administrative Audit (AAA) despite the pandemic-induced difficulties. On 6th December 2021, the Academic & Administrative Audit (AAA) was finally submitted by the IQAC. b) The Feedback committee under IQAC takes different feedback from the students and analyses & submits reports. c) IQAC also participated in NIRF. d) IQAC also submits AQAR every year. e) IQAC also chalks out the teaching-learning strategies and implements them.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://vijaygarhjrcollege.com/uploads/6.5.2.pdf |
| Upload any additional information | View File |

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

| File Description | Documents |
|--|--|
| Paste web link of Annual reports of Institution | 6.5.3= https://vijaygarhjrcollege.com/uploads/6.5.3.pdf |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity is one of the prominent challenges still faced by society today. Gender sensitization aims to make people aware of power relations between men and women in society and understand the importance of equal opportunities and treatment for women and men. To achieve this goal we conduct various sensitization, counseling sessions, workshops, programs, etc. Gender audit is regularly done. College ensures safety and security, achieved

with CCTV, a full-time security guard, and woman attendants. The curriculum of some courses includes gender-related topics focused on gender inequality and faculties consciously sensitize pupils on gender equality. It's important to mention that the number of female teachers is higher than the number of male teachers in our College (51 and 32 respectively). The Principal herself plays very active role in ensuring gender equity among students and staff. Her enthusiastic nature inspires us all towards an equally gender-sensitized mindset.

1. Safety and Security: Safety rules are strictly followed, Lady attendant, 24x7 Guarded compound, NCC and NSS includes female students, CCTVs have been installed at every corner of the College, ID cards are mandatory, Grievances Redressal and Preventions of Sexual Harassment cells are active, Regular Awareness, Counselling, orientation Programmes are conducted

2. Counselling: Counselling, Mentoring, Awareness and Orientation by the Principal and Teachers and different cells and committees, Handicraft workshops for Entrepreneurship, etc

3. Common room: Separate common rooms for boys and girls, Separate washrooms for female students, Sanitary napkin incinerator in girls' washroom, Sanitary napkin vending machine in girls' common room

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | https://vijaygarhjrcollege.com/uploads/7.1.1_Annual_Gender_Sensitization_Action_Plan_new_(1).pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://vijaygarhjrcollege.com/uploads/7.1.1_Specific_facilities.docx.pdf |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Non-hazardous solid chemical wastes collected in closed bins and disposed in municipal waste collection boxes, liquid and semi-solid chemical wastes diluted and drained out. Hazardous chemical wastes buried under the ground in a corner of the college premises. Some solvents are redistilled to reuse. 2. Biological wastes are disinfected with formalin, bleaching powder before dumping them into the municipal waste bin. 3. E-waste comprising damaged electronic gadgets from laboratories, libraries, and offices disposed through an agreement with an e-waste management company namely Hulladek. 4. Laboratory wastes like broken and used glass apparatus disposed of in particular place allotted by the municipality with the permission of the Head of the Institution. 5. Wastes produced through routine activities from the whole college including washroom, canteen are collected first, segregated properly at source, and disposed of in the municipality waste box. 7. A Sanitary napkin incinerator has been installed in the girl's toilet to dispose of the used napkins. 8. Cleanliness drives are organized by the NSS unit regularly. 8. Dustbins are provided in adequate quantities in different places on the college campus. 9. Use of plastic is discouraged in college campus. 10. The drainage system is well maintained. 11. Evidence provided in Green audit

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste

A. Any 4 or all of the above

| | |
|---|-------------------------------------|
| water recycling Maintenance of water bodies and distribution system in the campus | |
| File Description | Documents |
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |
| 7.1.5 - Green campus initiatives include | |
| 7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping | A. Any 4 or All of the above |
| File Description | Documents |
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | No File Uploaded |
| 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution | |
| 7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities | A. Any 4 or all of the above |

| File Description | Documents |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |

| | |
|--|--|
| <p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p> | <p>A. Any 4 or all of the above</p> |
|--|--|

| File Description | Documents |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| Details of the Software procured for providing the assistance | View File |
| Any other relevant information | View File |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institute undertakes following initiatives to provide an inclusive environment for the students-

1. The socially-backward students /minorities are offered

special privilege for admission by relaxation of entry marks, offered incentives and scholarship opportunities from own resources, State, UGC, and Central Governmentsscholarships.2.although our College is located in a middle to high-income localitywe can draw a large number of students(24% of the total number of students) from socio-economically backward sections (Scheduled castes), which is greater than the percentage of SC in the Kolkata district (5.4% according to census 2011 data).3. Students are given monetary aid for education from Student Aid Fund

The college promotes social responsibilities and leadership roles among its students and staff through-

1. Organizing Community Services and participation of the staff and students through NSS and NCC programs, Women Cell, providing help during Covid-19 pandemic, etc. 2. Organizing Extension Activities/Outreached Programmes by staff and students after 'Amphan' and 'Yash' cyclonic disasters. 3. Organizing awareness programs in the topics related to Natural disasters, COVID-19 pandemic, Counselling and Orientation, Women issues, etc. with the staff and students of the college. 4. Organizing co-curricular activities, cultural and literary programs like Film festival, Yoga Day, Free Health and Eye check-up camp in the locality, Quiz and Cultural Competitions, Celebration of International Mother language Day, Raksha Bandhan Utsav, etc.

| File Description | Documents |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |
| Any other relevant information | View File |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our institutionplays active role in achieving the benchmark for responsible citizens for being respectful of National institutions, upholding the integrity of India, prompt harmony, protecting and preserving our culture, contributing to improving the natural environment, developing the scientific temper and strive towards excellence, by organizing various programs from time to time for the promotion of above said constitutional values, rights, duties, and responsibilities of citizens.

To properly sensitize the learners and supplement their knowledge about gender equality, human rights, environmental issues, there are specific committees such as the Woman Cell, Prevention of Sexual Harassment Cell, NCC Unit, NSS Unit, Code of conduct committee, Research, and Guidance Cell, etc. Every Department and IQAC is actively involved in organizing different workshops, seminars, webinars, special lectures, exhibitions, etc regularly for inculcating a desirable value system among learners. We celebrate Independence Day to mark the importance of freedom and sacrifices of our freedom fighters, and we celebrate Republic Day with great gratification to honor the date on which the constitution of India came into effect, this day highlighting the importance of the constitutions. The College celebrates Constitutional Day to commemorate the adoption of the constitution, this day also highlighting the effects of the makers of the constitution. Vijaygarh College also organizes different programs and events to highlight the constitutional spirit of Liberty, Equality, Justice, and Fraternity. We have conducted extension activities to community development, helped cyclone-affected people of Sundaran, and organized gender sensitization programs, counseling, Entrepreneurship Development, value education, and job opportunities.

| File Description | Documents |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://vijaygarhjrcollege.com/uploads/7.1.9_Details_of_activity.pdf |
| Any other relevant information | https://vijaygarhjrcollege.com/uploads/7.1.9_Geotagged_photo.pptx.pdf |

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The College celebrates with great dedication National festivals, commemorative days, birth anniversaries of great Indian personalities like Mahatma Gandhi, Swami Vivekananda, Ishwar Chandra Vidyasagar, Rabindranath Tagore, Netaji Subhash Chandra Bose, Film maestro Satyajit Ray, and Dr. Sarvapalli Radhakrishnan, and many other personalities of local importance also. Various days of importance like Independence Day, Republic Day, Constitution Day, World AIDS Day, International Mother Language Day, Youth Day, International Day of Women & Girls in Science, International Women's Day, International Yoga Day, National Science Day, World Health Day, Ambedkar Jayanti, Satyajit Ray Birth Centenary Celebration, World Environment Day, 75th Indian Independence Day, and RabidraJayanti are also celebrated with great enthusiasm. On 5th September, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great respect. We celebrated World Environment Day on 5th June by Tree plantation ceremony. Our College has received recognition as Green Campus for two consecutive years are 2020 and 2021. We hope to carry forward the vision and greatness that these great personalities and celebrate the commemorative days to inspire our students for the future.

| File Description | Documents |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | No File Uploaded |

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE 1: 1. Title of the Practice: "GREEN PRACTICE" : Educational institutes play a vital role in the issue of environmental management since they are part of society. 2. Objectives of the practice: The objective of this practice is to promote and advocate environmental awareness. 3. The Context: The contextual features of this practice are to create awareness among students and the community about environmental issues and biodiversity restoration. 4. The Practice: Keeping this perspective in mind as an ecologically sensitive and responsible institute, VJRC has implemented several green-friendly practices. 5. Evidence of Success: Several evidences of success are described in details in attached file. 6. Problems Encountered and Resources Required: The only challenge we had to face was the lack of manpower during the lockdown.

BEST PRACTICE 2: 1. Title of the practice: "Beyond the Curriculum: Community Service and Awareness". 2. Objectives: The main objective of this practice is to improve the quality of teaching-learning and the betterment of citizenship skills through an institutional commitment to community engagement. 3. The Context: Educational institutions are the best option in this regard, as we can arrange various programs and means to develop a student's social and moral value as well as education. 4. The Practice: Keeping this perspective in mind as a socially responsible institute, VJRC has implemented several community services. 5) Evidence of Success: Several evidence of success are described in detail in the attached file. 6. The only challenge we had to face was the lack of manpower during the lockdown.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://vijaygarhjrcollege.com/uploads/7.2.1_Best_Practices.pdf |
| Any other relevant information | https://vijaygarhjrcollege.com/uploads/7.2.1_Any_other_relv_info.docx.pdf |

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

To upgrade into a new horizon to reach our students, teachers as well as community, locally and globally, VJRC has taken a prodigious step towards a special mode of communication, i.e, via internet radio, and established its own Internet Radio Station: Radio Kolkata.

The element that makes VJRC unique our own Internet Radio Station which makes VJRC the first College in India to have own Internet radio. To impart refreshment in this pandemic gloom, radio is one of the best options for entertainment, refreshment, information, and community reach. With this vision, Radio Kolkata was conceptualized and came into existence on the occasion of Foundation Day of VJRC (2nd November 2021) with a GB resolution. The Radiokolkata.org domain was purchased by VJRC. The studio facility was established before the pandemic. Focusing on the Prime Minister's vision of Young Entrepreneurship, the studio is being improved to nurture young talents by exposure to hands-on work of media so that in future they can work as young entrepreneurs and we can transform the radio center into a Start-Up. The Principal, Dr. Rajyasri Neogy is the Chief advisor and HOD, Dept of Journalism, Dr. Arnab Kr. Banerjee is the Director, while the Advisory Committee consists of many eminent personalities from Doordarshan and Akashvani. In the future, it is our dream to start along with the radio, a print and web media "Kolkata Media", which will publish both Bengali and English daily newspaper, for which we have already applied to RNI for preliminary permission.

| File Description | Documents |
|--|---------------------------|
| Appropriate web in the Institutional website | View File |
| Any other relevant information | View File |

7.3.2 - Plan of action for the next academic year

1. Addition of skill-based certificate courses and continuing with existing add-on courses. 2. Strengthening alumni activities. 3. Organizing more workshops, seminars, career counseling, personality development courses, master classes/lecture series by eminent resource persons and on-campus job interviews. 4. Augmenting infrastructural facilities to cater to students' needs 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/FDPs for the teachers on ICT tools in teaching-learning, MOOCs and professional ethics including IPR, plagiarism, and research methodologies. 9. Organizing workshops for non-teaching staff for better e-governance in the college administration. 10. Expansion of community services through NSS and NCC activities. 11. Arranging Academic, administrative, and Gender audits. 12. Arranging Green Audit. 13. Arranging gender sensitization programs. 14. Improving industrial collaborations to promote teaching-learning, research, student placement. 15. Arranging participation in NIRF. 16. Motivating students to participate in sporting, science, cultural programs at state, national, and if possible international levels. 17. Setting-up a yoga center for students, teachers, and staff on the college premises. 18. Construction of 3rd floor of Annex Building from RUSA Grant for classroom, laboratories expansion. 19. Construction of water conservation system like a rainwater harvesting system and/or groundwater recharge system on the college campus. 20. Continuing and improving on the feedback taken from stakeholders for analyzing SWOCs. 21. Faculty exchange and student exchange programs. 22. Construction of 3rd floor lightweight structure and lift in the college campus from the budget allocated in the RUSA Fund.