



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

## **VIDYASAGAR METROPOLITAN COLLEGE**

**KOLKATA, 39 SANKAR GHOSH LANE AND 8A SHIBNARAYAN DAS LANE**

**700006**

**[www.vec.ac.in](http://www.vec.ac.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**September 2024**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Vidyasagar Metropolitan College, Kolkata, established in 1961, upholds the legacy of Pandit Ishwar Chandra Vidyasagar's relentless pursuit of education for all, standing as a testament to his vision. This Government of West Bengal-aided degree college is affiliated with the University of Calcutta and recognized under Sections 2(f) and 12(b) of the UGC Act, 1956. Evaluated by the National Accreditation and Assessment Council (NAAC) in 2016, the college was awarded a 'B' rank.

The college offers a comprehensive academic curriculum through its 17 undergraduate departments, providing three-year undergraduate programs across various disciplines. These include B.A. (Honours) in Bengali, English, Political Science, and Geography; B.A. (General); B.Sc. (Honours) in Mathematics, Physics, Physiology, and Geography; and B.Sc. (General), as well as B.Com (Honours) and B.Com (General).

Beyond academics, Vidyasagar Metropolitan College is committed to the holistic development of its students. It encourages the nurturing of hidden talents through diverse extracurricular activities, aiming to foster both physical and mental growth. The institution also emphasizes the conservation of biodiversity through sustainable development practices to protect the environment.

In line with modern educational demands, the college has integrated ICT-based teaching and learning processes. The campus is Wi-Fi enabled, featuring digital classrooms and extensive library resources with a vast collection of books and journals.

### **Vision**

**To groom a generation of young citizens with thinking minds, who will be intellectually sound, morally upright and socially responsible.** To this end the College provides financial help and arranges remedial classes to educate weaker sections of students so that the lamp of knowledge remains accessible to all, in keeping with the philanthropic spirit of Pandit Ishwar Chandra Vidyasagar. Thus, the College envisions that the students who leave its portals should imbibe its motto "Vajradapi Kathorani Mruduni Kusumadapi" into the very core of their being by virtue of the holistic education that they have acquired in the College. The College is committed to help the students who are neither affluent nor intellectually sound. Such students are equipped by the College with the wherewithal to compete in the global/professional sphere. The object is not to create "in specific" rank seekers, rather the objective lies in building students with robust character, confidence and a strong sense of altruism and love for humanity.

### **Mission**

To emerge as an academically and socially vibrant place where the students are free to express their views, while respecting those of others. The College also aims at arming its students with knowledge based on a high level of pragmatic skill, social commitment and moral as well as ethical values. It firmly believes that the purpose of education should be the development of a competent and committed human resource nourished within a profound humanistic tradition. Pursuing the mission of creating responsible citizens passionate in

service, work and academics, the college teachers keep engaging with the students through the mentorship program, to assess their strengths, weaknesses and challenges and help them grow in all spheres of life over the span of the three years they spend at college and after, as alumni inspiring the next batch of students.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

1. **Strategic Location:** The College is located in the heart of Kolkata, offering excellent communication and transportation facilities.
2. **Diverse Academic Programs:** Offering 11 undergraduate programs along with various skill development and add-on courses.
3. **Dedicated Faculty:** The college boasts a committed faculty with a balanced mix of experienced educators and dynamic young professionals.
4. **Meticulous Communication and Effective Planning:** Efficient dissemination of academic and administrative information through notices and regular meetings. An academic calendar and plans are meticulously prepared and followed by all departments.
5. **Student-Centered Teaching Approach:** The college emphasizes a student-centered approach to teaching, focusing on active learning methods that engage students in critical thinking, problem-solving, and collaborative projects. This approach ensures that students are not only absorbing information but also applying it effectively.
6. **ICT Integration:** Effective use of Information and Communication Technology (ICT) in teaching and learning processes enhances the educational experience.
7. **Well-Equipped Facilities:** The college offers a Wi-Fi-enabled campus, air-conditioned laboratories, and classrooms equipped with cutting-edge technology.
8. **Well-Stocked Libraries:** The Central Library, along with departmental libraries, offers a well-stocked and updated collection of books and e-resources for reference and research for both staff and students.
9. **Inclusive Environment:** The college maintains an inclusive environment with significant enrollment of minority students, girls and socio-economically disadvantaged backgrounds.
10. **Discipline:** Strict adherence to rules and regulations.
11. **Favorable Student-Teacher Ratio:** A good student-teacher ratio is maintained.
12. **Student Motivation and Recognition:** Numerous memorial prizes, scholarships etc. are awarded to encourage and motivate students based on their academic performances and economical conditions.
13. **Regular Organization of Academic Events:** The college regularly organizes seminars, invited lectures, MoU activities, and conferences for students and teachers.
14. **Student Health and Well-Being:** Comprehensive care for student health is ensured through the MoU with Student Health Home, Kolkata. The "Mind Power Training" program was launched to provide comprehensive mental health support and create a supportive environment for students.
15. **Community Engagement:** NSS extension activities provide academia-community linkage.
16. **Supportive Statutory Committees:** Various statutory committees such as the Governing Body, Finance Committee, Grievance Redressal Cell, RTI Cell, Internal Complaints Committee, Anti-Ragging Cell, Committee for SC/ST, Minority Cell, and OBC Cell function effectively to ensure student dignity and a secure learning environment.
17. **Women Empowerment Initiatives:** The college organizes various activities focused on women empowerment, gender sensitization, and violence prevention, enhancing the overall experience for students. To ensure the safety and security of female students, the college has implemented CCTV

surveillance and employed security guards.

18. **Eco Ethics and Practice:** The college sustains and nurtures its eco-friendly campus, addressing cross-cutting issues and promoting the Go Green Campaign.

### **Institutional Weakness**

1. **Space Constraints:** The college faces space constraints, necessitating the implementation of a development plan.
2. **Low Student Enrollment Percentage:** The college needs to increase the student enrollment percentage (currently at 42.96%) to enhance its educational impact and reach.
3. **Research Publication Rate:** The number of research papers published per teacher in journals listed on the UGC Care list needs to be increased to foster a robust research culture.
4. **Examination Qualification Rates:** The percentage of students qualifying in state, national, and international level examinations (e.g., JAM, CLAT, GATE, GMAT, CAT, GRE, TOEFL, Civil Services, State Government Examinations) needs to be improved.
5. **Alumni Engagement:** Strengthening alumni engagement in the regular functioning and development of the college is crucial.
6. **Industry-Academia Linkages:** Stronger industry-academia linkages and the introduction of more skill development courses are needed to enhance employability and practical skills among students.
7. **Limited Role in Curriculum Design:** As the college is affiliated with the University of Calcutta, it has limited influence on the design of its programs and courses, restricting its ability to tailor the curriculum to specific needs.
8. **Permanent Non-Teaching Staff:** There is a low percentage of permanent non-teaching staff. The poor administrative staff-to-student/faculty ratio hampers the smooth running of administrative affairs.

### **Institutional Opportunity**

1. **Increased Student Admission through Social Media Publicity:** Leveraging social media platforms for targeted marketing campaigns can significantly enhance the college's visibility, attracting a larger and more diverse student population. Effective online promotion can help the college reach potential students who might not be aware of its academic offerings.
2. **Introduction of New Academic, Professional, and Skill-Based Programmes:** Expanding the college's curriculum by introducing new undergraduate and postgraduate programmes in academic, professional, and skill-related subjects under the affiliating university or through distance learning programs can attract students with diverse educational and career goals.
3. **Skill Development and Certificate Courses:** There is a significant opportunity to introduce additional skill development and certificate courses tailored to current market demands, thereby increasing students' employability and workforce readiness.
4. **Utilization of IT Infrastructure:** Expanding the use of IT infrastructure to develop virtual and language labs will provide students with advanced learning tools and resources, significantly enhancing their educational experience and practical skills.
5. **MOUs for Academic and Professional Activities:** Establishing Memorandums of Understanding (MOUs) with other academic institutions and professional organizations can enhance academic collaboration, research opportunities, and professional development activities.
6. **Expansion Possibilities:** While the current location limits campus expansion, there is potential for a second campus with an adequate playground, pending government approval and support.

7. **Enhancement of Student Support Services:** By improving student support services, such as career counseling, mentorship programs, and skill development workshops, the college can create a supportive environment that appeals to prospective students. Providing a strong support system can be a key factor in attracting and retaining students.

## Institutional Challenge

1. **Student Retention Post-Admission:** Despite initial enrollments, many students drop out within the first few months for various reasons. Retaining these students is a significant challenge.
2. **Enhancing Student Motivation:** Many students lack the proper orientation, aims, and attitudes required for serious pursuit of higher education. Developing programs to instill these qualities is crucial.
3. **Maintaining Academic Balance in the Semester System:** Frequent examination days in the semester system can disrupt academic continuity. Strategies to mitigate academic loss during these periods are needed.
4. **Securing Research Funds and Grants:** Research Funding: Attracting research funds and grants from various governmental and non- governmental sources is essential but challenging.
5. **Upgrading Laboratory Facilities:** Improving laboratory conditions and acquiring advanced instruments to support current educational and research needs.
6. **Fund Mobilization:** Mobilizing funds from both government and private sectors to support institutional development and growth.
7. **Increasing Employment Opportunities:** Enhancing employment prospects for graduates through robust career services, industry partnerships, and skill development programs.
8. **Providing Quality Internships:** Facilitating good internship opportunities to provide students with practical experience and improve their employability.
9. **Improving Language and Communication Skills:** Strengthening the language competencies and communication skills of students to better prepare them for professional environments.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

A well-rounded curriculum is maintained to ensure the comprehensive development of students.

- **Curriculum Planning and Delivery:** Vidyasagar Metropolitan College adheres to the University of Calcutta's curriculum, with active faculty participation in its planning and development. The College follows the Choice Based Credit System (CBCS) since the 2017-18 academic session. The Academic Council and IQAC design the academic calendar and timetables. The college emphasizes continuous evaluation, innovative teaching methods, e-resources, and experiential learning. Faculty exchange programs and feedback mechanisms are implemented. Orientation programs, special lectures, and mentoring support holistic student development.
- **Certificate/Value-Added Courses:** As part of academic flexibility, several departments conduct Add-On, Certificate, or Value-Added Courses with positive student responses. These courses are job-oriented, focusing on developing multiple entrepreneurial skills and expertise and ensuring the holistic well-being of students. During the assessment period, 18 such courses were organised and 2295 students benefited from the said courses.

- **Integrating Crosscutting Issues:** To enrich the curriculum, the college promotes awareness among students regarding professional ethics, human values, gender, environment, and sustainability, adhering to and extending beyond the prescribed curriculum.
- **Experiential learning :** The college actively promotes experiential learning through frequent field trips, quiz competitions, and other beyond-the-syllabus activities. NSS unit consistently achieve outstanding performance.
- **Project Work, Field Work, and Internships:** Departments encourage students to undertake project work, fieldwork, and internships, providing experience for higher academic or professional engagement in the future. During the said period 657 students completed project work/field work/ internships.
- **Maintenance of Feedback:** The Feedback Committee collects annual feedback from all stakeholders, including students, faculty, employees, and alumni. Identified challenges guide subsequent planning, and actions taken based on feedback are uploaded to the institutional website.

## Teaching-learning and Evaluation

Teaching, learning, and evaluation are the three important aspects for the development of an educational institution.

- **Transparent Admission:** The online admission process is supremely transparent, adhering to WBHED and University of Calcutta guidelines and ensuring reservation policies for SC/ST/OBC students.
- **Student Teacher Ratio:** The college maintains a consistent student teacher ratio of 19:1
- **Teaching Learning Process:**

**Experiential Learning:** Science teaching departments offer hands-on training during practical sessions. Students are encouraged to participate in seminars, webinars, and workshops to stay current with academic and industry trends. Interactive classes foster student-teacher engagement and help clarify doubts. Market-driven certificate courses provide additional skills and knowledge.

**Participative Learning:** Both science and humanities departments like Botany, Zoology, Physiology, Geography, History and Political Science organize educational tours and field visits. There are Mandatory Project works in Environmental Science and other relevant subjects for 1st and 2nd Semester students. Quizzes, group assignments and discussions enhance peer learning. Co-curricular activities, including cultural and sports events, are actively promoted.

**Problem-Solving Methodologies:** Problem-solving techniques are taught in departments like Mathematics and Physics. Employability enhancement programs involve Mathematics and Reasoning for self-evaluation.

**ICT-Enabled Tools for Teaching and Learning:** The Learning Management System (LMS), along with ICT tools, e-resources, and online platforms like Google Classroom and Zoom, enhances the learning experience.

- **Scholar Faculty Members:** With 70.71 of full-time teachers holding NET/SET/Ph.D. degrees, the College guarantees proficient guidance for its students.
- **Transparent Internal / External Assessment:** With the starting of CBCS in 2018 the mode of assessment mechanism includes end-term/external assessments and internal assessments following CU guidelines along with continuous internal evaluation of the respective departments. Students are

informed of the examination schedule and mode well in advance.

- **Examination Grievance redressal System:** The institute has established a grievance redressal mechanism related to University and College examinations, ensuring transparent, time bound and efficient evaluation process.
- **Student Performance and Learning Outcomes:** The institute defines Program Outcomes (POs) and Course Outcomes (COs) for each Honours program, which are analyzed using specified software following both direct and indirect methodologies.
- **Success Rate:** Maintaining a consistent success rate of over 70%.

## Research, Innovations and Extension

### Research & Innovations

The college has a Research Cell which encourages teachers and students to apply and undertake research projects, publish research articles, books and chapter in monographs and books. The cell also recommends for financial assistance to the teachers presenting papers in seminars and pursuing doctoral work.

- **Research Environment:** Institute has a good environment for research. Laboratories are well equipped with all necessary facilities available. The college library has more than 31000 text and reference books, over 79000 e-books and over 6000 e-journals through *N-LIST*. Most of the departments have Departmental Library which has a good number of reference books useful for students and teachers.
- **Grants/Endowments:** Vidyasagar Metropolitan College received Rs. 19.73 Lakhs as grants from government and non-governmental agencies for research projects/endowments over the past five years.
- **Ecosystem for Research:** The Research Advisory Council (RAC) established an Incubation Centre to support startups.
- **Seminars/Workshops:** The college has conducted 64 interdisciplinary workshops, seminars, short-term courses, and FDPs focusing on Research Methodology, Intellectual Property Rights (IPR), and entrepreneurship in the last five years.
- **Publications:** The IQAC and Research Committee foster a research culture within the college, with faculty contributing to 56 peer-reviewed journals listed in UGC CARE and producing 63 books, book chapters, and seminar proceedings.

### Extension Activities

The college's NSS unit provides students with opportunities to foster democratic spirit and group learning through extension activities and community services, such as slum cleaning drives, celebrations of important days, awareness rallies, and free medical camps. Additionally, various departments and subcommittees enhance students' experiences with workshops on mental wellbeing, employability programs, career counselling, tours, and competitions.

### Collaboration

There are 28 functional MoUs / linkages with institutions and industries for academic activities involving resource sharing, collaborative linkage for research, extension programs, on-the-job training, project work, and student/faculty exchange over the last five years.

## Infrastructure and Learning Resources

Vidyasagar Metropolitan College provides a supportive environment with a range of learning options and resources to cater to students' needs and interests.

**Campus Infrastructure:** The college features a pollution-free, no-smoking, WIFI-enabled campus with 29 classrooms, including 8 ICT-enabled rooms, a seminar room, 9 laboratories for scientific studies, one computer workstation, an open-air stage, and a central library.

**Infrastructural Facilities:** Essential amenities include water purifiers, generators, water coolers, fire extinguishers, separate washrooms for male and female students and staff, ramps and wheelchairs for Divyangjan, a smart classroom, a vending machine of sanitary napkins for girl students, a Cheap Store and a Xerox Corner.

**Library as Learning Resources:** The air-conditioned, computerized Central Library holds about 30,000 books, various journals, magazines, and newspapers. Library activities, such as book issuing, catalog maintenance, and membership databases, are partially automated using SOUL 3.0.4 software. Members can access e-resources via four computers and the library operates a barcode-based issue and return system. Subscriptions include The American Library, WBCoLOR, N-LIST, NDLI, and the OER Portal. The library is equipped with LAN, a reprographic center, and CCTV surveillance. Each department also has its own library for quick access to books and resources for further study.

**ICT Infrastructure:** The college's IT infrastructure includes 70 regularly updated computers with licensed software, LCD projectors, and an ERP system. Wi-Fi connectivity with bandwidth ranging from 60 to 200 Mbps is available throughout the campus, which is under CCTV surveillance.

**Audit:** College executes the audit of accounts by the " Auditor" duly appointed by the Education Directorate, Department of Higher Education, Government of West Bengal, on the expiry of a financial year. Apart from this, institution has a continuous internal audit monitoring system by an audit firm duly appointed by the Governing Body.

**Maintenance and Upgrades:** Regular maintenance and quality checks of user facilities are performed. Computers, LCD projectors, public address systems, and laptops are maintained and upgraded by technical assistant. Water purifiers, Air conditioning systems, Fire fighting system, Biometric attendance system, pest control management and Tally software for accounting office are managed based on annual maintenance contracts,

## Student Support and Progression

Vidyasagar Metropolitan College provides comprehensive academic and financial support to ensure uninterrupted studies and effective curricular assessment by monitoring student progress.

- **Financial Support:** Scholarships and freeships from the Government and the college have benefited 3,618 students.
- **Skill Enhancement:** Initiatives such as seminars and webinars on soft skills, yoga, and ICT tools are regularly conducted to enhance student capabilities.
- **Career Guidance:** The Career Counselling Cell provided guidance for competitive examinations,



benefiting 2,236 students.

- **Redressal Mechanisms:** The college has established a Grievance Redressal Committee, Anti-Ragging Committee, and Internal Complaints Committee (ICC) in accordance with UGC and Government guidelines. These committees meet regularly and actively campaign against ragging and sexual harassment, both on campus and online. Complaints can be lodged online via the college website or offline through designated complaint boxes.
- **Student Placements:** 60 students secured placements, and 172 students progressed to higher education.
- **Student Performances and Achievements:** 28 students qualified in state, national, and international exams, including JAM, JEST, NET, SET, GATE, GMAT, CAT, and government exams. Additionally, students have received awards and medals for outstanding performance in sports and cultural activities at various levels.
- **Cultural and Sports Events:** The institution organizes an average of 24 sports and cultural events annually.
- **Alumni Association:** The registered Vidyasagar Evening College Alumni Association provides support to the institution through various services.

## Governance, Leadership and Management

The college's administrative structure, characterized by good governance, leadership, and management, supports academic activities effectively.

- **Institutional Vision and Leadership:** Vidyasagar Metropolitan College fosters intellectual growth, moral integrity, and social responsibility, inspired by Pandit Ishwar Chandra Vidyasagar's legacy. The College emphasizes holistic education, value-based learning, and modernized teaching, ensuring students' personal and academic development.
- **Decentralized Governance:** The college promotes operational autonomy and decentralized governance. Major decisions regarding development, infrastructure, financial management, academic affairs, admissions, e-governance, administration, and collaborations (MoUs) are made by the Governing Body (GB) based on recommendations from the IQAC and various statutory and non-statutory subcommittees. The organogram reflects a participative management approach, with academic, administrative, financial, ethical, cultural, and sports wings working together to ensure student support and services. Convenors, coordinators, and heads of departments (HODs) provide leadership at various levels.
- **Planning and Execution:** Progressive initiatives are implemented through rigorous planning, initially proposed by the Academic Council, Teachers' Council, various sub-committees, IQAC, and approved by the GB.
- **Faculty empowerment strategies:** The college provides financial support for faculty professional development and monitors the use of financial resources through strategic planning, an annual budget, and audits. 21 teachers received financial support for attending conferences/workshops during the assessment period. Funds from philanthropic organizations and resource mobilization are effectively utilized. The college focuses on providing quality occupational skills to students through strategic planning, emphasizing employability via the Career Counselling and Placement Cell. This cell facilitates industry interaction and collaboration, enhancing students' employment skills in line with the National Education Policy (NEP) and the college's vision and mission.
- **Financial Management and Resource Mobilization:** Vidyasagar Metropolitan College optimizes diverse funding sources through strategic financial management, ensuring efficient resource allocation for institutional growth, student support, and compliance with rigorous internal and external audits.

- **Perspective plan and deployment document:** IQAC has designed and deployed a Perspective Plan for the period 2018-19 to 2027-28.

## **Institutional Values and Best Practices**

Special care is taken to instill Institutional values and adhere to institutional practices:

- **Ensuring Gender Equality:** Vidyasagar Metropolitan College conducts gender audit and organizes various programs and events promoting gender equity, ensuring equal participation and representation of both men and women in all activities.
- **Safety Measures:** The college ensures safety and security through vigilant security personnel, CCTV cameras, and the activities of the Anti-Ragging Committee, ICC, and Grievance Redressal Committee.
- **Eco-friendly environment:** The college conducts Green and Energy Audits to maintain an eco-friendly campus. The college has restricted the entry of automobiles, banned single-use plastics, and developed well-maintained landscaping. It uses solar energy and LED lamps to minimize energy consumption. Additionally, Vidyasagar Metropolitan College has implemented waste management practices for waste segregation and has initiated water harvesting projects.
- **Disabled friendly environment:** Vidyasagar Metropolitan College provides facilities for 'Divyangjan' students and employees, including ramps and lifts for easy access to classrooms, assistive technology such as an accessible website and screen-reading software, and human assistance for enquiry and information.
- **Inclusive Environment:** The college fosters inclusivity by organizing events for SC/ST, OBC, and Minority groups and observing Communal Harmony Day.
- **Code of Conduct:** The college's Code of Conduct for both teaching and non-teaching staff is displayed on its website.
- **Social Outreach:** The college holds commemorative programs, while the NSS regularly conduct activities for the residents of the adopted slum, including special camps.
- **Best Practices:** Two of the best practices successfully implemented by the college are (i) **Mental Health Awareness and Counselling**, which aims to provide comprehensive mental health support, reduce stigma, and create a supportive environment for students. (ii) **ICT Integration in Teaching and Learning**, aiming to create an interactive, engaging, and effective learning environment, leveraging technology to meet the needs of students and faculty; and
- **Distinctiveness of the College:** Vidyasagar Metropolitan College stands out for its strong commitment to providing Scholarships and Academic Awards to students.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	Vidyasagar Metropolitan College
Address	Kolkata, 39 Sankar Ghosh Lane and 8A Shibnarayan Das Lane
City	Kolkata
State	West Bengal
Pin	700006
Website	<a href="http://www.vec.ac.in">www.vec.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Dr Arghya Sarkar	033-9433159354	9433466851	-	vidyasagarevening@yahoo.in
IQAC / CIQA coordinator	Sarajit Sardar	033-9836440904	9836440904	-	iqacvec@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
West Bengal	University of Calcutta	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	01-07-1961	<a href="#">View Document</a>
12B of UGC	01-07-1961	<a href="#">View Document</a>

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Kolkata, 39 Sankar Ghosh Lane and 8A Shibnarayan Das Lane	Urban	1.488	4620

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/ Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BSc,Physics, Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	36	2
UG	BSc,Physics, Honours and Honours with Research	48	Higher Secondary or Equivalent	English,Bengali	61	3
UG	BSc,Mathematics,Honours and Honours with Research	36	Higher Secondary or Equivalent	English,Bengali	98	2
UG	BSc,Mathematics,Multidisciplinary	48	Higher Secondary or Equivalent	English,Bengali	36	2
UG	BSc,Physiology,Honours and Honours with Research	48	Higher Secondary or Equivalent	English,Bengali	86	29
UG	BSc,Physiology,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	49	7
UG	BA,Geography,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	42	14
UG	BA,Geography,Honours and Honours with Research	48	Higher Secondary or Equivalent	English,Bengali	49	33
UG	BSc,Geography,Honours and Honours with Research	48	Higher Secondary or Equivalent	English,Bengali	49	0

UG	BSc,Geography,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	37	7
UG	BSc,Chemistry,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	21	1
UG	BSc,Zoology,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	49	7
UG	BSc,Botany,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	49	7
UG	BSc,Statistics,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	15	1
UG	BA,English,Multidisciplinary	36	Higher Secondary or Equivalent	English	39	3
UG	BA,English,Honours and Honours with Research	48	Higher Secondary or Equivalent	English	98	47
UG	BA,Bengali,Honours and Honours with Research	48	Higher Secondary or Equivalent	Bengali	98	7
UG	BA,Bengali,Multidisciplinary	36	Higher Secondary or Equivalent	Bengali	93	92
UG	BA,Political Science,Honours and Honours with Research	48	Higher Secondary or Equivalent	English,Bengali	98	16
UG	BA,Political Science,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	93	64
UG	BSc,Economics,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	37	7

UG	BA,Economics,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	69	22
UG	BA,History,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	68	67
UG	BA,Hindi,Multidisciplinary	36	Higher Secondary or Equivalent	Hindi	23	9
UG	BA,Sociology,Multidisciplinary	36	Higher Secondary or Equivalent	English,Bengali	110	109
UG	BCom,Commerce,Multidisciplinary	48	Higher Secondary or Equivalent	English,Bengali	110	66
UG	BCom,Commerce,Honours and Honours with Research	36	Higher Secondary or Equivalent	English,Bengali	110	84

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				16				40			
Recruited	1	0	0	1	10	6	0	16	20	16	0	36
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				25
Recruited	10	2	0	12
Yet to Recruit				13
Sanctioned by the Management/Society or Other Authorized Bodies				7
Recruited	7	0	0	7
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**



<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	1	0	0	0	0	0	1
Ph.D.	0	0	0	6	6	0	8	7	0	27
M.Phil.	0	0	0	0	0	0	3	0	0	3
PG	0	0	0	3	0	0	9	9	0	21
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
		0	0	0	

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
UG	Male	271	2	0	0	273
	Female	161	0	0	0	161
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	21	40	38	37
	Female	17	10	10	7
	Others	0	0	0	0
ST	Male	2	1	3	2
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	12	19	19	18
	Female	4	6	6	6
	Others	0	0	0	0
General	Male	190	269	244	242
	Female	130	128	99	107
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		376	473	419	419

**Institutional preparedness for NEP**

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>As an affiliated college of the University of Calcutta, Vidyasagar Metropolitan College follows a core syllabus designed by the parent university in accordance with UGC guidelines. The college emphasizes holistic and multidisciplinary education to develop an integrated personality among students. (1)Till 2022-23, the college has offered higher education at the undergraduate level in various disciplines (BA, BSc, BCom) under the Choice Based Credit System (CBCS). Several departments, including Mathematics, English, Bengali, and Economics, practice interdisciplinary and multidisciplinary teaching. Environmental Studies (ENVS) is a compulsory subject for all students. (2)</p>
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Innovative pedagogy methods, such as blended mode learning, smartboard learning, and e-learning, provide an augmented multidisciplinary learning experience. (3) The college has organized over 100 interdisciplinary events, including seminars, lectures, webinars, poster presentations, quizzes, debates, and group discussions. Topics covered include cybersecurity, quantum computing, entrepreneurship, socioeconomic impact, gender issues, environmental awareness, and sustainable development. (4) Add-on courses, value-added courses, and certificate courses at both departmental and institutional levels address the demands of multidisciplinary education. (5) Emphasis is placed on student seminars, field visits, study tours and projects on themes that span beyond academic fields and relate to the real world. Research and publication work at the college also adopt a multidisciplinary approach. (6) The college has introduced initiatives in entrepreneurship study, start-ups, MOUs for industry-academia relationships, and waste management to equip students for the complexities of the modern world. (7) NEP-related seminars and workshops are organized for both students and staff members. Staff members are provided with opportunities to attend similar training and seminars organized by other institutions and the university. (8) As a first step, the college introduced the Curriculum and Credit Framework (CCF) from 2023-24 with four-year degree courses, along with multiple entry and exit options at different stages, as framed by the University of Calcutta. (9) Although the college has limited scope for framing the curriculum, some faculty members are involved in the Board of Studies and actively participate in meetings and workshops for curriculum development. (10) Newly admitted students have the opportunity to choose from a wide range of disciplinary and multidisciplinary subjects. (11) Plans are underway to prepare a roadmap for incorporating features of NEP 2020 through industry and market surveys, student surveys, and surveys of experts and teachers.

2. Academic bank of credits (ABC):

Vidyasagar Metropolitan College is affiliated with the University of Calcutta. Upon successful completion of their courses, students receive all types of certificates from the affiliating University. Consequently, the creation and implementation of the

	<p>Academic Bank of Credits (ABC), as proposed by NEP 2020, fall under the exclusive authority of the University of Calcutta. The college is currently awaiting further orders and instructions from the University for the implementation of the Academic Bank of Credits. In the meantime, the college encourages students to link their Aadhar Card to their mobile number to facilitate easy access to the ABC through Digilocker once the University implements it.</p>
<p>3. Skill development:</p>	<p>At Vidyasagar Metropolitan College, skill development is a key focus to ensure students' future success. The institution, in collaboration with the IQAC, Research and Development Cell (RDC), Employability Cell (EC), and Entrepreneurship Development Cell (EDC), has undertaken several initiatives to enhance employability and skills. (1) The college has established an Incubation Centre to provide hands-on training and organize sessions focused on developing entrepreneurial skills. (2) Over the past five years, the college has hosted more than 20 seminars, training camps, and workshops aimed at fostering passion for skill development among students. (3) Certificate courses have been arranged on market-demanded subjects and topics to align with industry needs. (4) Students benefit from career workshops, practice interviews, and networking opportunities designed to empower their career prospects. (5) The college has signed MOUs with various business institutions, including Pune Institute of Business Management, ICA Eduskills Pvt. Ltd. (Ultadanga), Tally Academy, Anudip Foundation, and Tally Institute of Learning (Etudier), to support skill development. Additionally, agreements with TCS, National Vocational Academy of India, and Roy's Institute of Competitive Examination Pvt. Ltd. (RICE) focus on training for job preparation in the government and corporate sectors. (6) The institution emphasizes life skills, including yoga, to promote mental strength, health, and a positive outlook. (7) Students contribute to departmental and college magazines on various topics, enhancing their thinking, creativity, communication, and design skills. (8) From 2023-2024, the college plans to introduce different Multidisciplinary Courses (MDC), value-added courses, and Internship in alignment with NEP-2020</p>

	guidelines.
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>In tune with the principles of the Indian Knowledge System (IKS), Vidyasagar Metropolitan College has adopted a holistic approach incorporating physical, mental, emotional, and spiritual facets to ensure students receive a well-rounded education deeply rooted in India's rich cultural heritage. (1) The History, Political Science, Mathematics, Botany, and Commerce departments integrate the values and ideas of India's knowledge system into their curricula, as approved by the University of Calcutta. (2) The college organizes various seminars, expert talks, and study tours to impart knowledge among the students about Indian culture, history, the arts, languages, and customs. (3) Emphasis is placed on developing language skills among students. Courses in Hindi and content writing in Bengali have received prime attention, and the college has conducted workshops to support these initiatives. (4) Additionally, the college frequently organizes courses on Mind Power, Meditation, and Therapy &amp; Yoga. These courses enrich students' understanding and practice of traditional knowledge, contributing to their overall well-being and personal growth. (5) Faculty members actively disseminate ideas on IKS, with many serving as resource persons for delivering lectures on the subject. Their involvement ensures that students are exposed to expert knowledge and contemporary interpretations of traditional wisdom. (6) The college library, which archives many rare books, is dedicated to documenting local cultural heritage, ideas, thoughts, land, and people. This resource is invaluable for students exploring India's rich cultural and intellectual traditions.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>In alignment with India's National Education Policy (NEP) 2020, Vidyasagar Metropolitan College has adopted an Outcomes-Based Education (OBE) approach to enhance teaching and learning methodologies. The college's implementation of OBE involves the following steps: 1. Defining Program Outcomes (POs): Establishing clear outcomes for each program. 2. Defining Course Outcomes (COs): Outlining outcomes for each course and mapping them to corresponding POs. 3. Preparing Lesson Plans: Developing detailed lesson plans for each course to facilitate student-centered learning. 4. Conducting Examinations: Utilizing a blend of</p>

	<p>Continuous Internal Assessments and end-semester examinations. 5. Assessing Student Performance: Evaluating students' performance based on CO attainment. 6. Evaluating Program Performance: Assessing program effectiveness through PO attainment, end-semester results, and other performance metrics. 7. Monitoring and Action: Regularly monitoring performance and implementing necessary actions, such as seminars, expert talks, and study tours, to address identified needs.</p>
<p>6. Distance education/online education:</p>	<p>During the Covid-19 pandemic, traditional teaching methods were completely disrupted due to the closure of physical institutions. To sustain academic continuity, Vidyasagar Metropolitan College extensively utilized digital tools and online courses. The institution quickly devised new strategies for online teaching and learning, creating a framework to provide every student with an engaging and personalized learning environment. The IQAC carefully planned the shift from traditional classroom education to online education, utilizing virtual classrooms and essential online tools to maintain high-quality education. Virtual apps such as Zoom and Google Meet were employed to facilitate this transition. As the educational landscape returns to normalcy, the continued use of online methods for teaching, disseminating study materials, and communicating messages remains highly relevant. This approach ensures the swift exchange of information, aligning with the trend toward efficient information sharing. The institution places significant importance on distance and online education through digital platforms. Currently, the college employs a blended mode of learning, incorporating both online and offline classes. Online exams and student support services through LMS are in effect to enhance the learning experience. The college regularly arranges online webinars, add-on and certificate courses using Google Meet and Zoom platforms. Additionally, faculty exchange programs are sometimes implemented through online classes. Students have participated in online certificate courses and workshop programs offered by both government and non-government organizations. Faculty members interact with students both in-person in the classroom and through various apps such as WhatsApp, offering advice and course materials. Additionally, both</p>

students and staff have access to library e-resources through distance and online platforms. Students are encouraged to participate in various online courses, such as those offered on Swayam, NPTEL and other platforms. An initiative has been taken to establish a study center for Netaji Subhash Open University (NSOU) through distance learning mode.

### **Institutional Initiatives for Electoral Literacy**

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>To promote electoral literacy and ensure the efficient functioning of the democratic structure, Vidyasagar Metropolitan College established an Electoral Literacy Club (ELC) with the involvement of students and faculty on December 5, 2022. Dr. Shalini Gupta (Assistant Professor, Department of Political Science) and Mr. Pulak Ranjan Naskar (Librarian) are appointed as nodal officers/mentors. Mr. Samrat Ghosh (6th Semester, B.Com) acts as Convener, with Mr. Subhadip Hansda (6th Semester, B.A.), Ms. Shreeparna Mullick (6th Semester, B.Sc.), Mr. Akash Das (4th Semester, B.Com), Mr. Arnab Dam (4th Semester, B.A.), Mr. Sadhana Barai (4th Semester, B.Sc.), Ms. Rimpa Das Adhikary (2nd Semester, B.A.), Mr. Diyasha Basak (2nd Semester, B.Sc.), and Dipankar Das (2nd Semester, B.Com) serving as student members.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>Yes, student coordinators and coordinating faculty members are appointed by the College, ensuring the ELC is functional. The college authority maintains vigilant supervision to keep the ELC running effectively. ELC is representative in nature in the sense that Student from various discipline and diverse social and economic background are represented in ELCs.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender,</p>	<p>The ELC of Vidyasagar Metropolitan College works to foster the spirit of democracy through the following initiatives in accordance with ECI guidelines: 1.A Voter Awareness Campaign is organized from February 28/02/2024 to 06/03/2024, featuring a workshop, online pledge, and quiz. 2.An awareness programme about the right to vote among youngsters is organized on 03/01/2024 during Students' Week 2024. 3.A Voter Awareness</p>



<p>commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>programme is organized on 08/08/2023 during the Orientation Programme for first-year entrants, encouraging voter registration and educating about the electoral process. 4.An awareness programme to increase voter registration and participation, aiming to strengthen democracy, is organized on 03/01/2024 during Students' Week 2023.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The ELC of Vidyasagar Metropolitan College inaugurated a wall magazine on May 6, 2024, aiming to create and share electoral literacy information in an interesting, creative, and engaging manner while encouraging participation from all students. Additionally, students are encouraged to participate in the inter-college Youth Parliament organized by the state government.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Around 40% of first-year students who have recently turned 18 are yet to be enrolled as voters, whereas second and third-year students show a healthy percentage of voter enrollment. The Electoral Literacy Club (ELC) explains the voter registration process in detail during orientation programs and student weeks. To encourage and familiarize students with the registration process, the college has strategically placed posters and hoardings on campus. These posters, along with the college website, provide web addresses for the National Voters' Services Portal and Systematic Voters' Education &amp; Electoral Participation.</p>

# Extended Profile

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## 1 Students

### 1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1035	1146	986	1010	1000

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 2 Teachers

### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 59

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
53	55	54	37	35

## 3 Institution

### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
117.8967	53.14968	51.78798	86.28645	59.01310

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>

## 4. Quality Indicator Framework(QIF)

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### Criterion 1 - Curricular Aspects

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#### 1.1 Curricular Planning and Implementation

##### 1.1.1

**The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment**

**Response:**

The Institution ensures effective curriculum planning and delivery through a documented process with a detailed academic calendar and regular internal assessments. This structured approach supports the systematic achievement of educational objectives, promotes a consistent learning experience, and facilitates ongoing monitoring of student progress throughout the academic year.

##### **Curriculum Planning**

Vidyasagar Metropolitan College implements the curricula endorsed by its affiliating university, the University of Calcutta. Some faculty members actively participate in curriculum planning and development at the university level. The Academic Sub-committee, in consultation with the IQAC, designs and develops the curriculum for Add-on/Certificate courses.

##### **Academic Calendar**

An academic calendar outlines the schedule of an educational institution's academic year, including term dates, holidays, exam periods, and deadlines. It provides structure and helps students and staff plan their activities, manage time effectively, and stay organized, ensuring smooth progression through the academic program.

##### **Orientation Programme**

All the departments organise an orientation programme for first-year students in college to ease their transition into college life, providing essential information, fostering social connections, and introducing them to academic and extracurricular opportunities.

##### **Designing of Timetable**

Teaching sessions begin with the principal's guidance, deliberation by committees, and detailed planning. The academic calendar covers admissions, holidays, exams, and activities, ensuring comprehensive scheduling.

##### **Continuous Evaluation Process**

In addition to the directives issued by the university, the college practices continuous evaluation through class tests, surprise tests, project work, and other academic activities. Students are encouraged to

participate in inter and intra-college competitions for self-evaluation.

### **Innovative Teaching Mechanism and E-Learning**

The college integrates ICT tools with Google Workspace to enhance the teaching-learning process, alongside traditional teaching methods. It also maintains E-learning platforms (YouTube channels) and a Learning Management System (LMS) for online study materials.

### **E-Resources**

With its comprehensive management system, SOUL, the library supplements the curriculum. Besides reference books on the shelves, students are encouraged to explore extensive E-resources available through access to NLIST and NDLI, thereby expanding their understanding of the curriculum.

### **Experiential Learning**

The college promotes experiential learning through field trips, seminars, paper presentations, quiz competitions, cultural functions, and various add-on certificate courses for holistic development. Efforts are made to sensitize students to issues of gender, environment, and social ethics through mentoring within and beyond the classroom.

### **Inter-Departmental Faculty Exchange Programme**

Faculty members are encouraged to participate in faculty development programs and exchange programs to broaden their perspective on the curriculum and its dissemination.

### **Special Lectures**

Special lectures are organised which provide expert insights, enhance learning with real-world applications, inspire and motivate students, and offer access to cutting-edge knowledge not covered in regular coursework.

### **Mentoring**

The mentoring process in the college involves guiding students academically, professionally, and personally, providing support, sharing knowledge, and fostering development to help them achieve their goals and navigate college life.

### **Feedback**

Annual feedback on curriculum implementation and other college matters is collected from students, compiled, and addressed by the IQAC in conjunction with the departments. Parents' opinions are also considered. Progress and challenges are identified, evaluated, and incorporated into subsequent planning by the college.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1

**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)**

**Response:** 17

File Description	Document
List of students and the attendance sheet for the above mentioned programs	<a href="#">View Document</a>
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Evidence of course completion, like course completion certificate etc. Apart from the above:	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### Other Upload Files

1

[View Document](#)

### 1.2.2

***Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years***

**Response:** 52.31

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
243	625	644	574	622

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

### 1.3.1

*Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

#### Response:

Affiliated with the University of Calcutta, the college integrates issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum via teaching-learning and diverse intellectual and cultural practices.

#### Professional Ethics

Issues relevant to Professional Ethics in teaching-learning-evaluation:

The curriculum of the Department of Commerce includes Business Ethics, Principles of Business Ethics, Ethics in Management, Corporate Culture, Ethics, and Corporate Governance.

Extra-curricular activities on issues relevant to Professional Ethics:

- Lecture on Post-COVID career opportunities and NEST (National Eligibility for Skill Test) (04.12.21)
- Career counselling lecture (12.04.22)
- Best out of waste competition (04.06.2022)
- Webinar on "Reimagining Future Accountants," organized by the Department of Commerce and PIBM (10.11.22)
- "Impact of Bureaucracy on Organization," organized by the Department of Sociology (02.12.2022)
- Special lecture on "The use of statistics in sociology and Graphical Techniques," organized by the Department of Sociology (09.05.23-11.05.23 and 13.05.23)

#### Gender

Issues relevant to Gender in teaching-learning-evaluation:

Gender issues are integrated into the syllabi of Political Science, English, and Sociology, taught by the respective departments.

Extra-curricular activities on issues relevant to Gender:

- Gender Sensitisation Programme (13.05.2022)
- Interactive session on Mental Wellbeing and Academic Excellence, organized by the Students' Activity Subcommittee (02.01.23)
- Special lecture on "Role of ICC in Higher Education Institutions," organized by the Students' Activity Subcommittee (07.01.23)
- Commemorative lecture on "Gendering the Constitution," organized by the Students' Activity Subcommittee and the Human Values & Professional Ethics Subcommittee (07.01.23)
- Special lecture on "Understanding 3rd Gender in India: Concepts and Practices," organized by ICC, the Students' Activity Subcommittee, and the Human Values & Professional Ethics Subcommittee (06.02.23)

## **Human Values**

Issues relevant to Human Values in teaching-learning-evaluation:

Human Values are taught to students of the Departments of Commerce and Sociology.

Extra-curricular activities on issues relevant to Human Values :

- State-level Webinar on "Revisiting Gandhi: The Man, His Life, and Legacy" (02.10.21)
- Special lecture on Prantik Samaj (13.04.22)
- Seminar on "B.R. Ambedkar: His Life and Legacy" (30.04.22)
- Exemplary Lives - Charting India's Destiny (16-18.02.22)
- Workshop on IQ, SQ, EQ by Brahmakumaris, organized by the Students' Activity Subcommittee (04.01.23)
- Session on "Raising Investment Awareness among Young Minds," organized by the Department of Commerce and PIBM (18.05.23)

## **Environment and Sustainability**

Issues relevant to Environment and Sustainability in teaching-learning-evaluation:

Environmental Studies, a compulsory subject for all students, covers Environment and Sustainability in detail.

Issues relevant to Environment and Sustainability in seminars, webinars, workshops, and competitions:

- Celebration of Earth Day (22.04.2022)
- Presentations on "Planet in Crisis" (22.04.2022)
- Celebration of World Environment Day (04.06.2022)
- Donate a Sapling Program (04.06.2022)
- Lecture on "Our Environment and Green Energy," organized by the Students' Activity Subcommittee (05.01.23)



<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 1.3.2

**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**

**Response:** 62.42

#### 1.3.2.1 Number of students undertaking project work/field work / internships

Response: 646

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

### 1.4.1

*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*

**Response:** A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

<b>File Description</b>	<b>Document</b>
Feedback analysis report submitted to appropriate bodies	<a href="#">View Document</a>
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	<a href="#">View Document</a>
Action taken report on the feedback analysis	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 42.96

##### 2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
376	473	419	419	435

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
960	960	960	960	1100

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 2.1.2

*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

**Response:** 16.11

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
56	76	76	70	75

**2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
424	424	424	424	495

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule ( Translated copy in English to be provided as applicable)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1

**Student – Full time Teacher Ratio  
(Data for the latest completed academic year)**

**Response:** 19.53

## 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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process**

## **Response:**

The College is dedicated to foster the holistic development of its students through a variety of student-centric methods:

### **Experiential Learning**

#### **1. Hands-on Training During Practical Sessions:**

Science Departments offer practical courses that allow students to gain hands-on experience in laboratories. This practical approach helps students better grasp of application of theoretical concepts.

#### **2. Participation in Seminars:**

The College actively encourages students to engage in seminars, webinars, and workshops. Financial support is provided for students who present papers at these events.

#### **3. Interactive Classes:**

Students are encouraged to interact with teachers to clarify doubts and engage in discussions that extend beyond the syllabus. This interactive approach helps deepen understanding and broaden knowledge.

### **Participative Learning**

#### **1. Educational Tours and Field Visits:**

Various departments, including Botany, Zoology, Physiology, Geography, History, Bengali, and Political Science, organize educational tours and field visits. These activities offer practical experiences and enrich students' understanding of their subjects. Additionally, students participate in Youth Parliament programmes and engage in statistical surveys for their projects.

#### **2. Quiz Competitions and Group Discussions:**

Students take part in quizzes, group assignments, discussions, debates, and extempore events, which build self-confidence and teach them about teamwork and collective responsibility.

### **Problem-Solving Methodologies**

#### **1. Critical Thinking through Logic:**

Departments focus on developing students' logical reasoning and problem-solving skills, essential for analytical thinking and effective decision-making.

#### **2. Tutorial Classes:**

Regular tutorial sessions are integrated into the academic schedule, offering additional support to students. These classes address academic challenges and provide personalized guidance.

### **3. Student-Teacher Meetings:**

Regular meetings between students and teachers facilitate discussions on academic progress, address individual concerns, and provide valuable feedback for improvement.

### **ICT-Enabled Tools for Teaching and Learning**

#### **1. Technological Integration:**

The College uses various ICT tools, including Smart Boards, LCD projectors, Google Classroom, Zoom, Google Meet, G-Suite, and YouTube. These tools enhance the learning experience by providing interactive, multimedia resources and facilitating effective communication between students and faculty.

#### **2. Learning Management System (LMS)**

The LMS offers a centralized platform for managing course materials, assignments, and communications. It provides easy access to educational resources, tracks academic progress and provide question bank. Students can access class notes, University questions, video lectures, and lesson plans through the LMS. Student can communicate their academic requirements to their teachers through LMS.

#### **3. Open Educational Resources (OER):**

OER provides free, high-quality educational materials such as e-resources, university question papers, newspapers, job notifications, and course syllabi. This reduces the financial burden on students and ensures access to up-to-date, relevant resources.

### **Other Student-Centric Methods**

#### **1. Project Presentation:**

Students present their projects, applying theoretical knowledge practically. This process helps improve presentation skills and promotes peer learning.

#### **2. Special/Extension Lectures:**

Special lectures by experts expose students to new ideas, emerging trends, and practical applications in their fields of study.

#### **3. Magazine:**

The wall and printed magazines showcase student achievements, encourage creativity, and build a sense of community within the College.

Through these diverse methods, the College aims to support comprehensive student development, fostering both academic excellence and personal growth.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

<p><b>2.4.1</b></p> <p><b>Percentage of full-time teachers against sanctioned posts during the last five years</b></p> <p><b>Response: 85.71</b></p>											
<p><b>2.4.1.1 Number of sanctioned posts year wise during the last five years</b></p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>58</td> <td>58</td> <td>58</td> <td>58</td> <td>41</td> </tr> </tbody> </table>		2022-23	2021-22	2020-21	2019-20	2018-19	58	58	58	58	41
2022-23	2021-22	2020-21	2019-20	2018-19							
58	58	58	58	41							
<table border="1"> <thead> <tr> <th>File Description</th> <th>Document</th> </tr> </thead> <tbody> <tr> <td>Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)</td> <td><a href="#">View Document</a></td> </tr> <tr> <td>Provide Links for any other relevant document to support the claim (if any)</td> <td><a href="#">View Document</a></td> </tr> </tbody> </table>		File Description	Document	Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>	Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>				
File Description	Document										
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>										
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>										

<p><b>2.4.2</b></p> <p><b><i>Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)</i></b></p> <p><b>Response: 72.65</b></p>											
<p><b>2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years</b></p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>36</td> <td>37</td> <td>35</td> <td>32</td> <td>30</td> </tr> </tbody> </table>		2022-23	2021-22	2020-21	2019-20	2018-19	36	37	35	32	30
2022-23	2021-22	2020-21	2019-20	2018-19							
36	37	35	32	30							

<b>File Description</b>	<b>Document</b>
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	<a href="#">View Document</a>
Institution data in the prescribed format	<a href="#">View Document</a>
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1

**Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**

**Response:**

**Mechanism of internal/ external assessment is transparent**

1. The college has a transparent and robust mechanism of continuous internal assessment as well as internal/tutorial/practical examination modalities following the rules set by the University of Calcutta. The introduction of the CBCS mode of teaching-learning since 2018 has formalized and structured the internal and external assessment system.
2. During the Orientation Programme, the students are informed about the course structure as well as that of the examination and evaluation process.
3. The Examination subcommittee of the college ensures a hurdle free evaluation process. Before examinations, the college uploads schedules and guidelines through the College website, and the teachers inform them both in the classrooms and through the departmental Whatsapp groups.
4. In CBCS Internal assessment consists of Internal Assessments (written test and attendance), Tutorials/Practical. These are conducted following time schedule and the guidelines provided by the University of Calcutta. However Practical examination for Honours subjects are conducted at away centre as scheduled by the University.
5. Faculty members of concerned departments prepare question papers for Internal Assessment and Tutorial Examinations are conducted following guidelines issued by concerned UG board of studies, University of Calcutta. For practical examinations, questions / experiments are set by the University.
6. Answer scripts are shown to students to maintain transparency in the assessment mechanism followed by the college.
7. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher.
8. Faculty members address doubts or concerns raised by students to help them improve their



performance in future assessments.

**Mechanism of the grievance redressal system is time- bound and efficient:**

1. In cases of Internal examination where discrepancies such as errors in question papers, marking allocation, or corrections are identified by students, the respective teacher resolves the issue, and necessary corrections are implemented.
2. If a student remains dissatisfied with the resolution provided by the teacher, they have the option to escalate the matter to the Head of the Department (HoD) concerned or Principal.
3. Parent-Teacher meet is conducted in every semester to communicate the parents about the progress of their wards and even understand if any additional support is needed by any student in particular. Remedial classes are arranged for slow learners.
4. Proper steps are taken by the college for university registration, end semester examination form fill up, distribution of admit cards, mark sheet, certificate etc. in a time bound manner.
5. In the event of any discrepancy in university marks, the college adheres to the guidelines provided by the University. Students can pursue a review, re-examination, post-publication scrutiny, or self-inspection within the designated timeline outlined by the University.
6. For each special case, College takes a positive sympathetic attitude to resolve the examination related issues and grievances with continuous communication with the office of Controller of examinations, university of Calcutta.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1

*Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

**Response:**

**Curriculum Adherence:** As a non-autonomous institution, Vidyasagar Metropolitan College strictly follows the course curricula set by the University of Calcutta, which are regularly updated on the University's website and accordingly on the college's website. The course pattern is intentionally designed to facilitate students' pursuit of further studies, recognizing the importance of outcome-based education (OBE).

**Programme Outcomes and Course Outcomes:** Departments develop Programme Outcomes (POs) and Course Outcomes (COs) in accordance with UGC rules, as the University does not provide explicit guidelines in this regard.

## Dissemination of POs and COs:

These carefully crafted outcomes are disseminated and showcased through diverse communication channels:

1. **College Website:** The college website acts as a 'face,' displaying the POs and COs of all courses for students.
2. **Departmental Notice Boards:** The POs and COs of each department are displayed on the corresponding departmental notice board.
3. **Learning Management System (LMS):** The LMS contains the outcomes of all programs.
4. **Student Orientation Programme:** During the Orientation Programme on the first day of college, students are informed about the knowledge and skills they will be going to acquire after successful completion of the course. The context and practical applications of these skills are thoroughly explained.
5. **During Course Delivery:** On the first day of any course in any semester, the subject teacher explains the outcomes of the corresponding courses.

**Monitoring and Evaluation Activities:** The college ensures the achievement of course outcomes through various activities, including collecting students' feedback and addressing their issues, departmental meetings, Academic Sub-Committee meetings, and discussions with the Principal, IQAC Coordinator, and faculty.

**Initiatives for Fruitful Attainment:** To foster a quest for knowledge and adaptability, teachers encourage students to ask questions and engage in critical thinking. Emphasis is also placed on effective communication, teamwork through group activities, leadership skills, appreciation of diversity, conflict management, and adherence to moral principles in both personal and professional realms.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 2.6.2

*Attainment of POs and COs are evaluated.*

**Explain with evidence in a maximum of 500 words**

**Response:**

The attainment of POs and COs is typically evaluated to assess the effectiveness of a program or course in achieving its intended learning objectives. This evaluation is crucial for continuous improvement and enhancement. The attainment levels of the designed outcomes must be evaluated in a robust, scientific, and comprehensive manner. The outcomes represent the objectives that a student should achieve upon successfully completing the Final Semester (Semester-VI) Examination. The methods employed for

evaluating the attainment of these POs, PSOs, and COs can be classified into two broad categories:

1. Direct Attainment Evaluation Strategies
2. Indirect Attainment Evaluation Strategies

### *Direct Attainment Evaluation Strategies*

#### **A. End-Semester Examination Results**

- Detailed analysis of end-semester examination results provides a vivid picture regarding the attainment of the laid down POs and COs. Detailed analysis of the results is attached.

#### **B. Internal Examination Results**

- Analysis of internal examination results provides a basis for evaluating attainment and planning for the remaining duration of the semester.

### *Indirect Attainment Evaluation Strategies*

#### **A. Academic Progression-Related Departmental Faculty Members' Meetings**

- Faculty members convene departmental meetings to evaluate the academic progression of students. These meetings are generally held after the internal examinations in each semester. Thus, there are two such departmental academic progression-related faculty meetings in an academic year (one for the odd semesters and one for the even semesters).

#### **B. Students' Performance and Attainment Mapping Software Portal**

- The college uses a web portal for mapping the courses to PSOs and grading all the final semester honours students according to the laid down PSOs. The portal uses a well-defined algorithm for computing the attainment score of each honours student based on both CGPA and the faculty members' grades.
- **Attainment Score = 80% of CGPA + 20% of Faculty-Given Grade**
- This score provides a robust idea regarding the attainment levels and is evaluated for each honours student graduating from the college.

#### **C. Progression to Higher Education**

- Students' progression to higher education serves as an important metric for attainment evaluation. Progression to higher education acts as a marker for evaluating the successful attainment of the laid down program and course objectives and outcomes.

#### **D. Placements Achieved by the Students**

- Placements achieved by students also serve as an important metric for attainment evaluation.

#### **E. Students' Feedback Reports**

- The students' feedback reports for the last five completed academic years serve as a basis for self-evaluation of the objectives and outcomes. The attainment levels are assessed and evaluated by the students themselves through their responses in the annual Students' Satisfaction Survey (Feedback).

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 2.6.3

#### Pass percentage of Students during last five years (excluding backlog students)

**Response:** 73.45

#### 2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
126	240	226	250	201

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
283	324	236	268	309

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	<a href="#">View Document</a>
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<p><b>2.7.1</b></p> <p><b>Online student satisfaction survey regarding teaching learning process</b></p> <p><b>Response: 3.79</b></p>	
<b>File Description</b>	<b>Document</b>
Upload database of all students on roll as per data template	<a href="#">View Document</a>

## Criterion 3 - 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 last five years (INR in Lakhs)*

**Response:** 15.27

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

2022-23	2021-22	2020-21	2019-20	2018-19
0.45	7.39	1.56	2.87	3.00

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

#### 3.2.1

**Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident**

#### Response:

Vidyasagar Metropolitan College, committed to fostering innovation, research, and intellectual growth, has implemented significant initiatives to establish a robust ecosystem that integrates the Indian Knowledge System (IKS) and promotes Intellectual Property Rights (IPR) awareness and protection. This report outlines the college's efforts, focusing on the establishment of the IPR Cell, the development of an Incubation Center, the integration of IKS, and the enhancement of knowledge and technology transfer.

#### 1. Establishment of the IPR Cell

Under the Research Advisory Council (RAC), the college has created a dedicated IPR Cell to raise awareness and provide education on Intellectual Property Rights. The cell's primary objectives include educating students and faculty on patents, copyrights, and trademarks, facilitating IP protection, and

encouraging innovation. Key activities include organizing two seminars on IPR, resulting in increased awareness and a stronger research environment within the college.

## 2. Development of the Incubation Center

The college has established an Incubation Center to nurture entrepreneurship and innovation. The center aims to support startups by providing resources, mentorship, and financial assistance, along with state-of-the-art infrastructure. It also facilitates networking and access to funding through partnerships with venture capitalists and government schemes. Five (5) Workshops, seminars and add-on courses related to entrepreneurship have been organized, transforming the center into a vibrant hub for new ventures.

## 3. Integration of the Indian Knowledge System (IKS)

Aligned with the National Education Policy (NEP) 2020, the college emphasizes the integration of IKS into its academic and extracurricular activities. The objectives include preserving traditional knowledge, applying IKS in modern contexts, and promoting cultural sensitization. Activities include curriculum development in IKS-related subjects, research projects focused on traditional knowledge, and forty four (44) cultural programs that celebrate India's heritage. These initiatives have increased student engagement with IKS and fostered a deeper cultural awareness.

## 4. Creation and Transfer of Knowledge/Technology

Beyond the IPR Cell and Incubation Center, the college has undertaken initiatives to enhance knowledge and technology transfer. Key efforts include PhD supervision and research guidance, where three faculty members have guided eight PhD scholars, contributing to the development of new knowledge. Additionally, the college has collaborated with prestigious institutions like West Bengal State University and Jadavpur University, sharing advanced research instruments for sample fabrication. Seventeen collaborative research programs during the assessment period further underscore the college's commitment to advancing research and fostering academic excellence.

### Outcomes

The cumulative outcomes of these initiatives include a heightened research profile, increased collaboration with academic institutions, and successful knowledge and technology transfer across various fields, solidifying Vidyasagar Metropolitan College's role as a key player in innovation and research.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.2.2

*Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

**Response:** 58

**3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
22	21	7	3	5

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

**3.3.1**

**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

**Response:** 0.71

**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
5	8	8	12	9



<b>File Description</b>	<b>Document</b>
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	<a href="#">View Document</a>
Link to re-directing to journal source-cite website in case of digital journals	<a href="#">View Document</a>
Links to the papers published in journals listed in UGC CARE list or	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 3.3.2

**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

**Response:** 0.95

**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
5	19	8	10	14

<b>File Description</b>	<b>Document</b>
List of chapter/book along with the links redirecting to the source website	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1

**Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.**

**Response:**

Vidyasagar Metropolitan College is dedicated to fostering social responsibility and ethical values among its stakeholders through active involvement in community extension activities. This commitment is realized through the efforts of the NSS, Vidyasagar Metropolitan College Student Union, various departments, and the Cultural Subcommittee. These initiatives aim to enhance social awareness and contribute to the holistic development of students.

**Adoption of Local Slum:** The college has adopted the slum at Shibnarayan Das Lane, Kolkata-700006, with outreach programs managed by Mr. Raju Das, the slum representative.

**Awareness Campaigns:** The institution actively engages in public awareness efforts on various social issues, including:

- COVID-19 awareness programs
- Thalassemia awareness camps
- Yoga and mental health initiatives
- Environmental sustainability programs
- Cleanliness drives aligned with Swachh Bharat Abhiyan
- Dengue awareness rallies
- Child abuse prevention awareness
- AIDS awareness campaigns
- Drug abuse and illicit trafficking awareness

**Health and Well-being Activities:** The college organizes several health and wellness initiatives, such as:

- Dengue awareness programs in the community
- Distribution of masks and sanitizers during the COVID-19 pandemic
- Free eye check-up camps
- Thalassemia awareness and screening programs
- Programs on the impact of food choices on the environment, public health, and animals
- Blood donation camps

**Welfare Initiatives:** Support for the local community includes:

- Distribution of food items and bedsheets to slum residents
- "Donate a Sapling" program
- Operation of a community canteen during the COVID-19 period
- Donation of Rs. 1.5 Lakh to Bharat Sevashram Sangha for Cyclone Yaas relief

**Cultural Activities:** The college hosts a variety of cultural events and competitions, encouraging active participation from slum residents, including children, to foster community engagement and cultural exchange.

**Outcomes:**

- Community service helps students appreciate the value of giving back to society and fosters compassion for those in need.
- Students gain awareness of societal issues and actively participate in community awareness efforts. Workshops offer insights into their roles in societal improvement.
- Participation in these activities helps students develop key skills such as empathy, leadership, teamwork, and communication. Cultural events enhance their understanding of community diversity and instill pride and respect for local heritage.

**Impact:**

- Students develop a strong sense of social responsibility and become active citizens. Relief efforts for Cyclone Yaas and COVID-19 have significantly benefited impoverished local communities.
- Increased awareness of local social issues drives students to seek solutions.
- These experiences cultivate vital life skills, including empathy, teamwork, and leadership, which are valuable in both personal and professional contexts.
- Overall, these initiatives reinforce the college's commitment to social responsibility and enhance its positive image within the community.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**3.4.2****Awards and recognitions received for extension activities from government / government recognised bodies****Response:**

Students of Vidyasagar Metropolitan College actively engage in various extension activities and have earned a number of accolades:

- **Second Prize:** Awarded to the college in the Youth Parliament competition organized by the Government of West Bengal on September 17, 2019.
- **Second prize** for drama competition held in Vidyasagar College for Women, Kolkata in 2019.
- **Prize for best production** in Inter-Collge Bengali drama festival, given by Aneek in 2019.
- **Winner** of FUTSAL football tournament on 09.03.2022.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.3

*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

**Response:** 42

**3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
11	10	4	7	10

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1

*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

**Response:** 24

<b>File Description</b>	<b>Document</b>
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	<a href="#">View Document</a>
List of year wise activities and exchange should be provided	<a href="#">View Document</a>
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

**Response:**

Vidyasagar Metropolitan College boasts a dynamic educational environment, supported by robust infrastructure and modern amenities. The college occupies a main campus area of 41,832.38 sq.m. and a new campus area of 333.234 sq.m. The key components of its infrastructure include:

#### **Classroom, Laboratory, Library, and Computing Facility:**

- **Buildings:** The college comprises two separate buildings, named the Common Building and the New Building.
- **Classrooms:** There are 14 classrooms in the new building and 15 classrooms in the old (shared) building, totaling 29 classrooms of various sizes, all equipped with essential teaching aids.
- **Laboratories:** The new building offers 6 laboratory-cum-classrooms (for Botany, Chemistry, Geography, Physics, Physiology, and Zoology) and the old building has 3 laboratory-cum-classrooms for Physics. All laboratories are equipped with computer facilities for students and faculty members.
- **Computer Lab: One computer Lab** equipped with 20 computers, featuring updated software such as C++, JAVA, PYTHON, ORACLE, MATLAB and QGIS.
- Each department has printing facilities,
- **Library:** The air-conditioned, computerized Central Library houses approximately 30,000 books, journals, magazines and newspapers. The library includes CCTV surveillance, LAN facility, a reprographic center, a separate reading space and a browsing center for students. Each department also has a Departmental Library for quick access to books and resources for further study.

#### **ICT-Enabled Facilities, Smart Classrooms, LMS:**

- **ICT-Enabled Classrooms:** 8 class rooms enhance teaching methodologies with immersive learning experiences.
- **Smart Classroom:** 1 smart class room is designed for advanced teaching and learning.
- **Wi-Fi:** Available in each building with sufficient bandwidth.
- **Learning Management System (LMS):** Richly stocked with essential lesson plan, study materials, question bank, university questions etc.
- **Student Data Management System (SDMS):** An online portal is available round the year for payment of different types of fees.

- **Library Automation:** Activities such as book issuance, catalog maintenance, and membership databases are fully automated using SOUL 3.0.4 software, with bar-coded issue and return systems. Members have access to e-resources through subscriptions/memberships to The American Library, WBCoLOR, N-LIST, NDLI, and OER Portal.

### Sports and Games (Indoor and Outdoor):

- **Playground:** A small playground fosters sports and recreational activities for holistic development.
- **Indoor Games:** Facilities include options for activities like carrom, chess and other games, offering both recreational and competitive opportunities.

### Auditorium:

- **Auditorium:** Vidyasagar Sabhakaksha, equipped with modern ICT facilities.
- **Mukta Mancha:** An open-air stage for organising cultural programme.

### Other Facilities:

- **Accessibility:** Divyangjan-friendly campus with two ramps, one wheelchair, and an assistance for specially-abled individuals.
- **Air Conditioning:** 48 units.
- **Aqua Farming**
- **Biometric Attendance:** 2 units
- **Canteen Facility:** For students and Staff
- **CCTV Surveillance**
- **Cheap store & Xerox Center**
- **Common Rooms:** For both girls and boys
- **Fire Extinguishers:** 9 units.
- **Generator:** 70 kV
- **Public Address System**
- **Rainwater Harvester**
- **Rooftop Solar PV Power generating System:** 5 kWp
- **Suswasthya-Health Check-up Unit**
- **Water Purifiers:** 3 units

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2

*Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years*

**Response:** 32.7

**4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
51.78	20.16	21.00	11.36	16.08

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1

*Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

**Response:**

Vidyasagar Metropolitan College has carefully planned its library initiatives, emphasizing academic excellence, technological advancement, and a strong culture of reading and research.

**Integrated Library Management System (ILMS):** The library uses cloud-based SOUL (upgraded to version 3.0) for efficient cataloging, circulation, and user management.

**Online Public Access Catalogue (OPAC):** The user-friendly OPAC allows patrons to search and access resources digitally, enhancing resource discovery.

**Automation Devices:** The library incorporates barcode scanners and computers to improve data entry and browsing efficiency. Student library cards are barcoded to streamline borrowing processes.

**e-Zone:** The library offers an e-Zone with four computers available for use by students and staff.



## E-resources & Journals:

- **N-LIST (INFLIBNET)** :The college subscribes to N-LIST (INFLIBNET), providing access to over 10 million e-books and 6,658 e-journals, significantly enriching the digital resource pool.
- **National Digital Library of India (NDLI)**: Students and faculty have access to texts and references for both regular studies and competitive exams via NDLI.
- **American Library Membership**: The library offers a hardcopy collection of 20,000 American publications, 150 periodicals, and access to eLibraryUSA, which includes millions of publications, scholarly journals, and multimedia content.
- **WBCoLOR Membership**: The library is a member of WBCoLOR, a centralized database of online learning resources aligned with the University of Calcutta (CU) curriculum. .
- **Open Educational Resources (OER)**: The library actively supports the Open Education drive by offering OER, including CU past exam papers, syllabi, e-newspapers, job notifications, and e-journals.
- **Inclusivity for DIVYANGJAN Users**: The library is a member of NIEPVD, offering Braille books and audiobooks to promote inclusivity.

**High Footfall**: The library is widely used by teachers, staff, and students, playing a crucial role in the college's academic and research activities.

**Surveillance and Connectivity**: The library is equipped with CCTV surveillance, LAN, internet, and Wi-Fi, ensuring a secure and connected environment.

**Extensive Collection**: As of August 2024, the library's collection includes

- 42,222 books, with 36,739 bar-coded copies and 25,447 unique titles
- 19 periodicals (13 journals and 6 magazines)
- E-books and e-journals through N-LIST and DELNET
- Braille books and audio books via NIEPVD
- 5 newspapers and 2 job-related weekly newspapers
- 186 bound volume journals

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

### 4.3.1

**Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection**

*Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth*

*within a maximum of 500 words*

**Response:**

**Vidyasagar Metropolitan College** stands at the forefront of technological innovation, continually enhancing its IT facilities to offer cutting-edge resources. Committed to ensuring seamless connectivity, the institution provides ample bandwidth, fostering a dynamic and tech-savvy learning environment. Key Facilities Include:

**ICT Management:**

- **ICT Subcommittee:** Oversees all IT-related facilities and ensures seamless connectivity.

**Web Domains:**

- The college has five specific domains for its customized and dynamic website:
  - [vidyasagarevening.ac.in](http://vidyasagarevening.ac.in)
  - [https://vmc.collegeadmission.in/VMC\\_SDMS/candidateLogin.php](https://vmc.collegeadmission.in/VMC_SDMS/candidateLogin.php)
  - <https://vmc.collegeadmission.in/UG2023/Apply2023/administrator/adminuser/dashboard.php>
  - <https://vmc.in/eshikshak>

**Desktops, Laptops, Printers, and Projectors:**

- Extensive IT infrastructure includes:
  - 55 desktops
  - 15 laptops
  - 17 printers
  - 9 projectors

**Bandwidth Facility:**

- The bandwidth for the 24x7 internet connection is 50Mbps. The bandwidth capacity has been enhanced to 150 Mbps from July 2023,.

**ICT-enabled & Smart Classrooms:**

- Integration of 8 ICT-enabled classrooms and 1 smart classroom to enhance teaching methodologies, providing an immersive learning experience.

**Wi-Fi Facility:**

- The entire campus is Wi-Fi enabled, with 8 routers strategically placed for widespread coverage.

**Maintenance and Upgradation:**

- Institution frequently updates IT facilities and maintain ICT infrastructure with careful attention for providing all types of IT facilities in a consistent manner. The institution has incurred Rs. 12,68,386/- for maintenance of ICT infrastructure during the specified period (2018-19 to 2022-23).

#### **Library Management Software:**

- The central library uses cloud-based SOUL ( Version 2.0.0.11) software since 2014.

#### **Learning Management System (LMS) and E-Resources:**

- Implementation of an LMS and E-Resources provides a centralized platform for seamless access to online texts and references for students and teachers.

#### **E-Journals:**

- The institution has the access of 6293 e-journals through N-LIST membership.

#### **Online Admission Software:**

- Introduced in 2015, the online admission system utilizes software for new and semester-wise admissions and student fee collection.

#### **Administrative Software:**

- Various programmed software applications are used for administrative work, such as HRMS, PFMS, E-Pension, WBHS, TALLY, eSSL, SDMS, etc.

#### **Software used by Departments:**

- Departments use various software, including C, C++, Python, Tally, Linux (Ubuntu), QGIS, etc..

#### **CCTV Surveillance:**

- A total of 16 CCTVs strategically installed across the campus ensure overall surveillance, with an additional 10 CCTVs operational within the central library.

#### **Biometric Attendance:**

- Implemented since 2014, biometric attendance for teachers, non-teaching staff, and the Principal ensures secured and accurate attendance tracking.

#### **Online Feedback System:**

- The institution values feedback and has implemented an online system to collect insights from all stakeholders for continuous improvement.

#### **Digitized Question Bank and Syllabi for Students:**

- The syllabus and Previous year questions of the University of Calcutta and both CBCS and NEP-2020 are available in the LMS & OER.

#### Online Teaching-Learning:

- Since 2020, the college utilizes online platforms like Google Classroom, Google Meet, and Zoom for regular teaching-learning processes.

#### PO-CO Mapping:

- The college emphasizes Program Outcomes (PO) and Course Outcomes (CO) mapping for student benefit.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.3.2

**Student – Computer ratio (Data for the latest completed academic year)**

**Response:** 18.82

**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 55

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	<a href="#">View Document</a>
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 4.4 Maintenance of Campus Infrastructure

#### 4.4.1

*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities*

*excluding salary component, during the last five years (INR in Lakhs)*

**Response:** 5.25

**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
2.89	2.73	4.40	5.31	4.01

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

**Response:** 56.27

**5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
321	1146	986	344	116

#### File Description

#### Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 5.1.2

*Following capacity development and skills enhancement activities are organised for improving students' capability*

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

**Response:** A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	<a href="#">View Document</a>
Report with photographs on ICT/computing skills enhancement programs	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.1.3

**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

**Response:** 51.21

**5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
449	881	536	244	541

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.1.4

***The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

**Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	<a href="#">View Document</a>
Proof related to Mechanisms for submission of online/offline students' grievances	<a href="#">View Document</a>
Proof for Implementation of guidelines of statutory/regulatory bodies	<a href="#">View Document</a>
Details of statutory/regulatory Committees (to be notified in institutional website also)	<a href="#">View Document</a>
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1

**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

**Response:** 22.34

**5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
57	39	33	66	38

**5.2.1.2 Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
126	240	226	250	201



<b>File Description</b>	<b>Document</b>
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	<a href="#">View Document</a>
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.2.2

*Percentage of students qualifying in state/national/ international level examinations during the last five years*

**Response:** 2.59

**5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
3	5	2	4	7

<b>File Description</b>	<b>Document</b>
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 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 last five years**

**Response: 6**

**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	2	0	2	2

File Description	Document
Upload supporting document	<a href="#">View Document</a>
list and links to e-copies of award letters and certificates	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.3.2

**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response: 17**

**5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
15	16	20	14	20

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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**

**Response:**

The College has a registered Alumni Association under its erstwhile name, "Vidyasagar Evening College Alumni Association," in accordance with the West Bengal Act XXVI of 1961 and the West Bengal Societies Registration Act, 1961. The Alumni Association of Vidyasagar Metropolitan College (VMC) is a vibrant community of former students dedicated to maintaining lifelong connections. The association serves as a platform for networking, professional development, and continuous engagement with the Alma Mater.

**Contributions:**

The Alumni Association is involved in several impactful activities, including:

- **Active Participation in COVID-19 Relief Programs:** Alumni have significantly contributed to relief efforts during the pandemic.
- **Engagement in Cultural Programs:** Alumni actively participate in and support various cultural events.
- **Career Counseling and Professional Support:** The association offers career counseling, resume reviews, and job search assistance, helping students and recent graduates in their professional development.
- **Book Donations:** Alumni donate books to support underprivileged students.
- **Resource Persons for Add-on Courses:** Some alumni serve as expert resource persons for various add-on courses offered by the college.
- **Teaching and Administrative Roles:** At present, several alumni are employed as faculty and play crucial roles in the college's administrative support services.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

---

### 6.1 Institutional Vision and Leadership

#### 6.1.1

*The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

#### **Response:**

Vidyasagar Metropolitan College is dedicated to developing young citizens with intellectual depth, moral integrity, and social responsibility. Guided by Pandit Ishwar Chandra Vidyasagar's philanthropic spirit, the College offers financial aid and remedial classes to underprivileged students, ensuring that knowledge is accessible to all. Embracing the motto "VajradapiKathoraniMruduniKusumadapi," the College focuses on building character, confidence, and altruism rather than just academic success.

Its mission is to provide a dynamic environment where students can express themselves and develop practical skills, social commitment, and strong moral values. Through mentorship, the College supports students' growth, preparing them to become responsible and inspiring alumni.

The institution's commitment to these aims is evident through various practices:

#### **NEP-2020 Implementation**

**Commitment through Vision and Mission:** Vidyasagar Metropolitan College has demonstrated its dedication to the National Education Policy (NEP, 2020) by actively participating in its implementation since the academic year 2023-24. The College embraces a dynamic vision to deliver quality education with a holistic approach. Efforts are underway to record the credits earned by students via the Academic Bank of Credits (ABC) in line with NEP guidelines.

#### **Sustained Institutional Growth**

**Societal Equalizer:** The College strives to eliminate disparities in class, gender, caste, and religion among students through various institutional efforts, such as dedicated sub-committees, seminars, and webinars.

**Focus on Intellectual Development:** The College aims to cultivate students' intellectual abilities through formal and informal evaluations. It also emphasizes nurturing curiosity, enthusiasm, and research, fostering strong questioning and critical thinking skills through seminars and field trips which further enrich this educational approach.

**Diverse Exposure through Career-Oriented Programs:** Students engage in their chosen specializations and are exposed to diverse career-oriented programs and seminars to broaden their knowledge, enhance awareness for socio-economic sustenance, and elevate their self-worth and global competence.

**Modernizing Teaching-Learning Processes:** The College is committed to continuously modernizing teaching and learning methods, integrating ICT tools in all classes, and regularly upgrading laboratory setups for an enhanced educational experience.

**Value-Based Education for Students:** The College integrates value-based education to help students become responsible and empathetic individuals. Participation in N.S.S. programs, field visits, college games, sports, and cultural functions ensures holistic physical, mental, and moral development.

**Decentralized Participation in Institutional Governance**

Vidyasagar Metropolitan College’s vision and mission align seamlessly with its decentralized administrative governance, led by the Principal, Governing Body, Teachers’ Council, along with various statutory and sub-committees. This governance ensures smooth management of admissions, transparent examination procedures, execution of academic activities, infrastructural development, and cultural and sports events, all reflecting a harmonious alignment with the College’s overarching vision and mission.

**Institutional Perspective Plan**

**Short Term Plan:**

- Increase enrollment
- Enhance teaching quality through faculty development
- Align cultural events with the College’s mission

**Long Term Plan:**

- Establish the College as an academic and cultural hub
- Prioritize infrastructure expansion
- Foster international collaborations
- Promote cutting-edge research
- Ensure accessible, value-based education

Through these comprehensive efforts, Vidyasagar Metropolitan College is dedicated to fostering an environment where students can thrive academically, socially, and personally, preparing them to make meaningful contributions to society.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**6.2 Strategy Development and Deployment**

**6.2.1**

*The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

**Response:**

**Vidyasagar Metropolitan College** adheres to the service rules and regulations mandated by the University Grants Commission (UGC), Ministry of Human Resource Development (MHRD), University of Calcutta statutes, and the Department of Higher Education, Government of West Bengal. The college has established comprehensive rules, regulations, and a Code of Conduct for all stakeholders to ensure smooth functioning. Creating teaching and non-teaching positions strictly follows the guidelines of the Government of West Bengal.

**1. Effective Functioning: Alignment with Vision and Mission through Policies**

The college deploys policies and administrative strategies that align with its vision and mission. It ensures the allocation of resources through collective decision-making and transparency for future actions, adhering to recommendations from the previous NAAC peer team and the IQAC.

**2. Administrative Setup: Governance and Leadership**

- **Governing Body Oversight:** The apex of the organizational structure is the Governing Body, consisting of a President, the Principal, one Government nominee, two university nominees, three teaching members, one non-teaching staff member, and a student representative. This body supervises essential proceedings and decisions.
- **Principal's Leadership and Assistance:** The Principal, as the Drawing and Disbursing Officer, oversees administrative duties, including the 100-point roster and requisitions to WBCSC. Collaborating with faculty, the Principal ensures academic progress and efficient administration, with the support of the Bursar and staff for facility maintenance and creation.
- **Sub-Committees:** Various sub-committees facilitate key functions. The Finance Sub-Committee handles financial decisions, construction, renovation, and maintenance. The Academic & Internal Examination Monitoring Cell and the Career Counseling & Placement Cell focus on enhancing academic experiences and job opportunities. Other sub-committees like the Teachers' Council, Co-operative Credit Society, and Medical Fund address staff's financial and medical needs.

**3. Policy for Appointment: Framework and Procedures**

The appointment policy for substantive posts follow a structured process involving the College Service Commission's recommendation, Governing Body approval, issuance of appointment letters, joining procedures, pay fixation, and confirmation of service after the probationary period.

**4. Service Rules and Procedures: Compliance and Monitoring**

Service rules, recruitment procedures, and promotional policies are implemented following the Directorate of Public Instructions, Department of Higher Education, Government of West Bengal's guidelines, and UGC regulations. The Service Book Sub-Committee monitors staff service records as per regulations of the University of Calcutta and the Government of West Bengal.

By adhering to these guidelines and policies, Vidyasagar Metropolitan College ensures a well-regulated and effective academic and administrative environment..

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Institutional perspective Plan and deployment documents on the website	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2.2

*Institution implements e-governance in its operations*

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	<a href="#">View Document</a>
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	<a href="#">View Document</a>
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1

**The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**

**Response:**

Vidyasagar Metropolitan College has implemented a comprehensive performance appraisal system and diverse welfare measures for both teaching and non-teaching staff. Prioritizing fair evaluations, financial stability, continuous learning, and recreational opportunities, the college demonstrates its commitment to staff well-being and satisfaction.

### **Performance Appraisal System for teaching and non-teaching staff**

The performance appraisal system follows the guidelines of the UGC, State Government, the affiliating university, and the college's own mechanisms.

- 1. Performance Appraisal**
- 2. Teacher's Self-Appraisal**
- 3. Teachers' Appraisal through Students' Feedback**
- 4. Bio-metric attendance system**

Teaching staff submits self-appraisal reports covering service, daily practices, research, and extension activities, which are scrutinised by the Principal.

### **Non-Teaching Staff Appraisal**

Non-teaching staff submit an annual Self-Appraisal Report through a structured questionnaire. The Principal and IQAC provide guidance based on performance, with support from the Head Clerk and senior members who groom recruits for optimal performance. Feedback is also considered for performance appraisal. Bio metric attendance is also used to monitor performance.

### **Feedback Mechanism**

Student feedback is collected via website-based forms, which play a crucial role in teacher appraisal. The Principal and IQAC assess this feedback and confidentially provide suggestions for improvement.

### **Comprehensive Welfare Measures for Teaching and Non-Teaching Staff**

The institution supports the interests of its staff with a diverse range of welfare measures:

#### **1. Financial Support:**

- **Financial Benefits from Co-operative Society :**
  - Vidyasagar College Employees Credit Cooperative Society Ltd. provides loans at favorable rates with flexible refund terms.
- **General Provident Fund and Pension Benefits**
- **Salary Advance** offers short-term financial support before payday, while **Puja Advance** provides funds for major festivals. Both advances are repaid through manageable salary deductions, and supporting staff during key events and emergencies.

#### **2. Medical Support:**

- **Medical Benefits and Institutional Medical Fund:**
  - Staff members enjoy WBHS and Swasthya Sathi facilities.

#### **3. Leave Benefits:**

- **Leave Options:**
  - Aligned with State Government and HED guidelines, the staff enjoys various



leaves such as childcare, parental, duty, study, medical, and casual leaves to cater to circumstantial needs.

#### 4. Career Development & Professional Progression:

##### ◦ Professional Development and Training:

- IQAC aids teachers in preparing research and seminar proposals and promotes participation in FDP/MDPs.
- The college covers seminar registration fees and offers FDP benefits.
- Promotion and CAS benefits align with UGC/State Government rules.
- HRMS-based training enhances staff skills, including ICT usage in the classroom.
- Permission is granted for RC/OP/STC and for the transfer of teaching staff as per government order.

##### 5. Other Facilities:

- Canteen
- Water Purifiers
- Air Conditioning in Classrooms, Departmental Rooms, and Laboratories
- 24-hour CCTV Surveillance

#### Avenues for career development/progression of teaching and non-teaching staff

Career development and progression for teaching staff are governed by the Career Advancement Schemes (CAS) established by the University Grants Commission (UGC) and adopted by the Department of Higher Education, Government of West Bengal. These schemes provide structured pathways for academic and professional growth. Similarly, the career progression for non-teaching staff is determined by the rules and regulations set forth by the Government of West Bengal. These guidelines ensure that non-teaching staff have clear and defined opportunities for advancement, promoting an equitable environment for all employees.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 6.3.2

##### Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 3.42

##### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
3	0	0	2	3

<b>File Description</b>	<b>Document</b>
Policy document on providing financial support to teachers	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	<a href="#">View Document</a>
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 6.3.3

*Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

**Response:** 16.12

**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
9	9	12	10	9

**6.3.3.2 Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
12	13	14	15	16

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the certificates of the program attended by teachers.	<a href="#">View Document</a>
Annual reports highlighting the programmes undertaken by the teachers	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1

**Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**

**Response:**

#### **Financial Strategies and Fund Utilization at Vidyasagar Metropolitan College**

Vidyasagar Metropolitan College employs robust financial strategies to mobilize funds from diverse sources, prioritizing their optimal utilization for comprehensive institutional development and student well-being. The college implements its financial strategies through the following steps:

#### **Funding Sources**

##### **1. Government Grants:**

- The institution receives financial support from the Government of West Bengal, University of Calcutta, and the Government of India for various activities including research projects and NSS initiatives.

##### **2. Scholarships and Grants:**

- The college actively pursues scholarships and grants from state and central government bodies, as well as private agencies. These financial aids support SC, ST, OBC students, general meritorious students, and female students in their educational pursuits, fostering holistic development.

##### **3. Funds from Student Fees:**

- Funds collected from students for different purposes are utilized efficiently and specifically for their intended purposes.

##### **4. COVID Fund:**

- Contributions were made by the teaching and non-teaching staff during the pandemic

### 5. Other Sources:

- Additional funds are generated through scrap clearance, seminar registration fees, and rent from various agencies.

6. Renting of Auditorium

7. Study Centre fees

## Mechanism of Fund Utilization

### 1. Approval Process:

- Approval is obtained from the Finance Sub-Committee and the Governing Body.

### 2. Estimate and Tender:

- Detailed Project Reports (DPR) are prepared as per government guidelines. Estimates are vetted, and tendering is processed according to regulations.

### 3. Work Process:

- Orders are placed, and payments are made after the completion of work.

## Internal Audit:

- The college ensures rigorous financial scrutiny through committees appointed by the Governing Body for every transaction and annual budget preparation. The accounts department verifies data before final approval by the Bursar and Principal. The Finance Sub-Committee plays a key role in decision-making, ensuring compliance with regulatory norms.

## External Audit:

- An external audit of all grants is conducted at the end of every financial year. A chartered firm appointed by the government examines the balance sheet for incomes, expenditures, receipts, and payments. The suggestions of the external auditor are then strictly followed and implemented by the accounts department.

This structured approach ensures the effective mobilization and utilization of funds, aligning with the college's goals of institutional growth and student support.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the**

## **incremental improvement in various activities**

### **Response:**

The Internal Quality Assurance Cell (IQAC) at Vidyasagar Metropolitan College serves as a cornerstone in enhancing the overall quality of education and related activities. Tasked with the critical responsibility of maintaining and standardizing quality assurance strategies and processes, the IQAC has been pivotal in fostering a culture of continuous improvement across all facets of the institution.

Central to its role, the IQAC actively formulates and implements strategies aimed at ensuring robust quality assurance and the seamless operation of the teaching-learning process. This includes developing a Perspective/Strategic Plan that outlines the college's vision and goals, and implementing comprehensive academic and administrative calendars to facilitate structured academic operations and administrative efficiency. The IQAC oversees the monitoring and effective implementation of these plans, promoting research and innovation, and ensuring effective teaching, learning, and evaluation practices throughout the institution. Moreover, it plays a crucial role in formulating codes of conduct for faculty, non-teaching staff, and students, fostering a conducive environment for learning and professional conduct.

Additionally, the IQAC initiates accreditation and ranking processes such as NIRF (National Institutional Ranking Framework) and AISHE (All India Survey on Higher Education), positioning the college competitively within the higher education landscape. It fosters regular stakeholder engagement through meetings with faculty, office staff, and students, soliciting and analyzing feedback to continually enhance the teaching-learning experience. The culmination of these efforts is the preparation and submission of the Annual Quality Assurance Report (AQAR), which serves as a testament to the college's commitment to excellence and adherence to regulatory standards.

Furthermore, the IQAC actively supports faculty career advancement through the Career Advancement Scheme, encouraging participation in professional development programs such as Faculty Development Programs (FDPs), Management Development Programs (MDPs), and specialized training sessions. This proactive approach ensures that faculty members remain abreast of advancements in their fields, enhancing their teaching effectiveness and scholarly contributions.

During the unprecedented challenges posed by the COVID-19 pandemic, the IQAC demonstrated agility and resilience by implementing innovative measures. It conducted comprehensive reviews of the teaching-learning process, swiftly adopting digital platforms like Zoom, Skype, and YouTube for organizing webinars and virtual classes. The IQAC facilitated seamless online admission processes for the first semester, adhering strictly to merit-based criteria and government directives, including reservation policies. Structured methodologies were implemented to assess learning outcomes rigorously, with departmental meetings convened regularly to evaluate academic progress and address evolving challenges in remote education.

Moreover, recognizing the importance of digital literacy, the IQAC initiated free computer training programs for non-teaching staff, equipping them with essential skills for remote work and digital collaboration. It also encouraged social awareness and community engagement through various initiatives organized by sub-committees and departments, promoting environmental consciousness and societal well-being.

The IQAC at Vidyasagar Metropolitan College drives continuous improvement, innovation, and

resilience. It fosters excellence, adapts to educational changes, and engages stakeholders to uphold academic standards and holistic development, fulfilling its mission to provide quality education and cultivate future leaders.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.5.2

### Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented
2. Academic and Administrative Audit (AAA) and follow-up action taken
3. Collaborative quality initiatives with other institution(s)
4. Participation in NIRF and other recognized rankings
5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

**Response:** A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	<a href="#">View Document</a>
NIRF report, AAA report and details on follow up actions	<a href="#">View Document</a>
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	<a href="#">View Document</a>
Link to Minute of IQAC meetings, hosted on HEI website	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

**Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.**

*Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

#### **Response:**

**Vidyasagar Metropolitan College** has implemented several initiatives to promote gender equity, focusing on education, awareness, safety, and support.

#### **Gender Audit**

Reports from the gender audit team indicate that the college environment supports gender parity across all dimensions of its operations. Ongoing efforts are made to sensitize all stakeholders, ensuring equal opportunities for everyone and promoting gender equity.

#### **Educational Programs and Awareness Campaigns**

- **Gender equity & Sensitization in Curriculum:** The syllabus of Calcutta University incorporates gender studies as a part of the curriculum in various subjects like English, Bengali, Hindi, Political Science and Sociology.
- **Annual International Women's Day Celebrations:** The institution celebrates International Women's Day annually with various activities that raise awareness and honor women's contributions. Events have included student performances, slogan contests, webinars, film screenings, and special lectures. These activities engage the academic community and encourage dialogue about gender equality and women's rights.
- **Gender Sensitization Programs:** Collaborations with organizations like SAPPHO and the Internal Complaints Committee (ICC) have led to several gender sensitization programs. These programs challenge stereotypes, address biases, and promote inclusivity through interactive sessions and workshops. Topics have included intersectionality, the impact of patriarchy on mental health, and LGBTQIA+ struggles.
- **Webinars and Special Lectures:** Numerous webinars and lectures featuring gender studies experts have been hosted by the institution. Events such as "Looking Backwards to Move Forwards: Women's Struggles against Violence" and "Gendering the Constitution" have provided insights into historical and contemporary gender issues, educating the academic community about gender equity.

#### **Safety Measures**

- **Enhanced Security:** The institution has bolstered campus security by appointing a security agency, installing CCTV cameras, and implementing the use of student ID cards. These measures

aim to prevent and address harassment and violence, ensuring a safe environment for all students, especially women and third genders.

- **Committees:** Strict enforcement of Anti-Ragging policies, effective operation of the grievance redressal cell, and consistent regulation by the Internal Complaints Committee (ICC).

### Supportive Facilities

- **Dedicated Spaces:** The institution provides specific facilities for women and third genders, such as separate toilets, a common room for girls, and staff toilets, ensuring comfort and privacy.
- **Sanitary Vending Machines:** Sanitary vending machines have been installed to support the hygiene needs of female students, promoting menstrual health and hygiene.

### Health and Well-being

- **Psychological Counselling:** The institution offers psychological counselling services to address mental health issues, focusing on the needs of female students and staff. Confidential sessions help individuals cope with stress, abuse, and other challenges, contributing to their well-being.
- **Yoga and Meditation Camps:** Regular yoga and meditation sessions promote physical and mental well-being. These sessions, held both online and offline, have been particularly beneficial during the COVID-19 pandemic, helping participants manage health issues and maintain a positive outlook.

### Economic Empowerment

- **Employability Programs:** To ensure equal job market opportunities, the institution conducts employability programs for female students. These programs equip students with skills and confidence needed for economic independence.
- **Scholarships and Financial Aid:** Various scholarships and financial aid options support female students, ensuring that financial constraints do not hinder their educational pursuits.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 7.1.2

#### The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment



**Response:** A. 4 or All of the above

<b>File Description</b>	<b>Document</b>
Policy document on the green campus/plastic free campus.	<a href="#">View Document</a>
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>
Bills for the purchase of equipment's for the facilities created under this metric	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.3

**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

**Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Policy document on environment and energy usage Certificate from the auditing agency	<a href="#">View Document</a>
Green audit/environmental audit report from recognized bodies	<a href="#">View Document</a>
Certificates of the awards received from recognized agency (if any).	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.4

**Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance**

**and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**

**Response:**

The College has implemented a comprehensive policy designed to create an inclusive environment for all individuals. This policy encompasses various aspects of college life. The institution has organized a series of programs aimed at fostering tolerance, harmony, and awareness of constitutional obligations among students and employees. These initiatives underscored the importance of cultural, regional, linguistic, and communal harmony while emphasizing the duties and responsibilities of citizens. Here is an overview of the events held during these years:

**Tolerance and Harmony towards Cultural and Communal Diversities**

- Independence and Republic Day were celebrated to foster national integration and harmony amongst students
- Celebrations of commemorative days like Swami Vivekananda and Netaji's Birthday foster positive interactions among people from diverse cultural and communal backgrounds.
- Programs like Rabindra- Nazrul-Preme-Prane celebrating the works of Rabindranath Tagore and Kavi Nazrul Islam focuses on linguistic pride and identity
- Founder's Day celebrations inculcate the spirit of oneness and altruism.
- A Workshop on IQ, SQ, and EQ by Brahmakumaris

**Tolerance and Harmony towards Regional and Linguistic Diversities**

- The Institute maintains an inclusive campus culture, celebrating regional festivals like Basanta Utsav, Sharadiya Utsav, and Saraswati Puja.
- Students are not discriminated against based on their linguistic backgrounds.
- International Mother Language Day is observed on February 21st each year to promote linguistic awareness and multilingualism.

**Tolerance and Harmony towards Socio-Economic Diversities**

- The institute has a code of conduct that applies equally to all, irrespective of socio-economic backgrounds.
- The College follows the Government of India's reservation policy for admissions and recruitments.
- The College has an active "SC, ST, OBC, Minority and Equal Opportunities Cell."
- Special efforts are made to guide students in securing various scholarships.
- Facilities for paying fees in instalments and fee concessions are provided to students.

**Sensitization towards National Identities, Symbols, and Values**

- The College displays the Constitutional Preamble on campus to raise awareness regarding citizenship rights among students.
- Commemorative lectures on National leaders and political stalwarts are organized to inspire students and create awareness regarding their contributions to society.

- Celebration of NSS Day to develop a spirit of altruism.
- Debate competition on “India is a democratic and secular state?”
- Extempore Competition for Vigilance Awareness Week, to create an anti-corruption campaign, preserving the values enshrined in our constitution.

### Sensitization towards Fundamental Duties and Rights of Indian Citizens

- Add on courses on “Constitutional Values,” “Fundamental Rights and Duties,” and “Human Rights” were conducted by the Political Science Department in 2018, 2019, and 2023, respectively.
- Online Speech Competition on 75 years of Independence
- Commemorative Lecture Series on Exemplary Lives Charting India's Destiny.
- Seminar on B.R. Ambedkar: His Life and Legacy
- Awareness Campaign on Constitutional Values and Duties.
- Mock Parliament Competitions
- A special lecture on ‘Gendering the Constitution’ to create awareness regarding gender equity concerns embedded in our constitution
- Special Lecture on Women's Day--Its History and Significance, to cultivate an understanding of the fundamental right to equality irrespective of gender
- Poster competition on Fundamental and Human rights
- Aranya Saptah and Street play “Saash” to foster awareness regarding the fundamental duty to protect the environment.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1

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

**Response:**

#### Best Practice-1

**Title of the Practice: Mental Health Awareness and Counselling for Student**

**Objectives of the Practice:**

1. **Mental Health Literacy:** Enhance awareness and understanding of mental health issues and their impact on overall well-being and academic success.
2. **Stigma Reduction:** Normalize seeking help for mental health issues through open discussions and the development of supportive systems.
3. **Crisis Intervention:** Provide immediate counselling services for students in distress to prevent severe mental health crises.

### **Context:**

1. The COVID-19 pandemic introduced unprecedented challenges to mental health globally. The abrupt shift to remote learning, combined with social isolation and widespread uncertainty, caused significant stress among students, faculty, and staff. Vidyasagar Metropolitan College recognized the need to address these challenges through awareness and support systems.
2. In the post-pandemic world, students continue to face substantial mental health challenges. These include academic pressures, peer relationship issues, financial and career concerns, and family problems, all of which can contribute to increased stress and anxiety.
3. Mental health issues can affect a student's energy, focus, reliability, analytical skills, outlook, and overall performance. Research shows that ongoing depression and anxiety can further diminish these performance levels. Therefore mental health support is imperative in an educational institution.

### **Implementation:**

#### **1. Mental Health Awareness Campaigns:**

- **Workshops, Seminars, and Webinars:** Regular sessions focusing on stress management, meditation, and mental health awareness are organized. These events are often led by mental health professionals and include interactive elements to engage participants.
- **Awareness Drives:** The college conducts periodic mental health awareness drives, including social media initiatives, and information booths that provide resources and aim to reduce stigma around seeking help for mental health issues.

#### **2. Mentor-Mentee System:**

- **Mentor Assignment:** Each student is paired with a faculty mentor.
- **Regular Check-Ins:** Mentors regularly assess students' well-being and refer them to counselling if needed.

#### **3. Partnership with Experts:**

- The college has partnered with Life Coach Arup Ghosh to provide professional counselling services. When a student is identified by their mentor as facing mental health challenges, they are referred to Mr. Arup Ghosh for further assistance, with the process coordinated by Dr. Debalina Banerjee and Prof. Pritha Banerjee, who oversee the mental health program. Students are also encouraged to seek help directly from the coordinators if needed.
- **Support Provided by Mr. Arup Ghosh:**
  1. **Online Counselling:** To ensure privacy and accessibility, counselling sessions are conducted online, offering students a comfortable space to seek help.
  2. **Individual Counselling:** Personalized one-on-one sessions are provided for students dealing with severe mental health issues, offering tailored support and

intervention.

### **Evidence of Success:**

1. **Increased Utilization of Counselling Services:** A significant rise in student engagement with counselling services, reflecting greater awareness.
2. **Reduction in Stigma:** A cultural shift toward more open discussions about mental health.
3. **Successful Crisis Intervention:** Effective management of mental health crises, ensuring student safety and well-being.

### **Problems Encountered and Resources Required:**

1. Ongoing efforts to normalize mental health discussions.
2. Continuous engagement is needed to increase resource utilization.
3. **Resource Allocation:** Ensuring sufficient resources and trained personnel for counselling services.

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### **Best Practice-2:**

#### **Title of the Practice: ICT Integration in Teaching and Learning**

#### **Objectives of the Practice:**

1. **Enhance Teaching and Learning Efficiency:** To streamline and improve the efficiency of teaching and learning processes by leveraging digital tools and technologies, thereby making educational activities more effective and accessible.
2. **Expand Access to Educational Resources:** To provide students and faculty with access to a broad range of digital resources, including online libraries, academic databases, e-books, and educational software, thereby enriching the learning experience.
3. **Support Remote and Flexible Learning:** To enable remote and flexible learning options, ensuring that students can continue their education seamlessly in various circumstances, including campus closures or personal constraints.
4. **Improve Administrative Efficiency:** To optimize administrative processes such as student admission, registration, evaluation, feedback, result analysis, communication etc. making them more efficient and reducing administrative burdens through digital solutions.
5. **Student Empowerment:** Foster digital literacy among students, preparing them for a technology-driven world and future careers

#### **Context:**

- Vidyasagar Metropolitan College is committed to fostering a modern, student-centered educational environment.
- The college is actively channeling students' smartphone and computer usage towards academic purposes to enrich their learning experiences.
- There is a focus on efficient tracking and management of students' academic and financial

records.

### **Implementation:**

1. **Infrastructure Development:** Upgrade technology resources, establish digital classrooms, and ensure campus-wide high-speed internet access.
2. **Digital Tools and Platforms:**
  - Utilize platforms like Google Classroom and Zoom for virtual classes, along with LMS, OER, online feedback system, and online grievance registration portal.
  - Conduct internal exams and assessments online; manage exam-related processes digitally.
  - Automate library activities with SOUL software and provide access to e-resources like N-LIST, NDLI, WebCOLOR, eLibraryUSA etc.
  - The online admission portal and Student Database Management System track student applications, admissions, withdrawals, and fee submissions for each course.
3. **Professional Development and Training:** Regular workshops for faculty to enhance ICT skills.
4. **Student Support:** Orientation sessions on digital tools and a dedicated technical support team.
5. **Resource Management:** Budget allocation for ICT resources and resource sharing among departments.
6. **Policy Development:** Create ICT integration and data security policies.

### **Evidence of Success:**

1. Increased student participation in online learning.
2. Improved comprehension through accessible digital resources.
3. Expanded digital library access.
4. Faculty adoption of ICT for innovative teaching methods.
5. Streamlined administrative processes and better data management.

### **Problems Encountered and Resources Required:**

1. **Digital Divide:** Unequal access to devices and internet.
2. **Communication Issues:** Inconsistent use of email and mobile numbers by students.
3. **Faculty Resistance:** Initial reluctance and skill gaps in ICT adoption.
4. **Infrastructure Challenges:** Inadequate hardware and network equipment.
5. **Resource Allocation:** Budget constraints for ongoing ICT integration.
6. Challenges in providing timely technical support.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1

**Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

#### **Scholarships and Academic Awards at Vidyasagar Metropolitan College**

Vidyasagar Metropolitan College has a longstanding tradition of providing merit-cum-means scholarships to students from backward classes and economically disadvantaged backgrounds. This initiative is central to the college's mission to disseminate knowledge across all sections of society. Inspired by Pandit Ishwar Chandra Vidyasagar, the founding father, the college believes that education should not be limited to learning to read and write. Instead, it should encompass comprehensive knowledge that fosters all-around development, altruism, and humanism.

#### **Philosophy and Objectives:**

- 1. Holistic Education:** The college firmly believes that education should contribute to the holistic development of an individual, fostering qualities like character building, which in turn aids in nation-building. This philosophy is deeply rooted in the teachings of Pandit Ishwar Chandra Vidyasagar, who advocated for an education system that nurtures both the intellect and character of students.
- 2. Altruism and Humanism:** Following the ideals of Pandit Ishwar Chandra Vidyasagar, the college emphasizes that education should nurture qualities of altruism and humanism among students. This approach ensures that graduates are not only knowledgeable but also compassionate and socially responsible individuals.

#### **Scholarships and Awards:**

To achieve these objectives, the college has instituted several scholarships and awards designed to recognize and support the academic pursuits of students, especially those facing financial hardships.

- 1. Merit-cum-Means Scholarships:** These scholarships are specifically designed for students from backward classes and economically disadvantaged backgrounds. The aim is to provide financial support to deserving students to ensure that their educational journey is not hindered by financial constraints. The scholarships are awarded based on a combination of academic merit and financial need, ensuring that the most deserving students receive the support they need.
- 2. Academic Awards:** In addition to scholarships, the college offers various academic awards to

recognize and encourage outstanding performance. These awards celebrate the achievements of students in the university exams based on merit.

3. **Endowment Awards:** Students are awarded for their excellence in academics and extracurricular activities. One of the most prestigious awards is the “Student of the Year,” which is given to a student who excels not only academically but also demonstrates exceptional character and leadership qualities.

## **Selection Process for Scholarships and Awards:**

### **1. Merit-cum-Means Scholarships:**

- The selection process for scholarships and awards at Vidyasagar Metropolitan College is designed to be fair, transparent, and thorough.
- **Subcommittee Oversight:** A dedicated subcommittee, headed by the Principal, oversees the entire process of selecting and awarding scholarships. This subcommittee is responsible for reviewing applications, assessing eligibility, and making recommendations based on a comprehensive evaluation of each candidate’s academic performance and financial need.
- **Recommendation and Approval:** The subcommittee's recommendations are then placed before the Finance Committee and the Governing Body for approval. This multi-tiered approval process ensures that the selection is transparent and that the funds are allocated judiciously. By involving multiple levels of oversight, the college ensures that the scholarship program operates with integrity and accountability.
- **Audit and Accountability:** The funds sanctioned for scholarships form part of the audited statement, specifically detailed in the Audit Report. This practice ensures financial accountability and transparency. Regular audits and reviews help maintain the integrity of the scholarship program and ensure that funds are used appropriately.

### **2. Academic Awards**

- **Review by Subcommittee:** The Student Welfare and Scholarship Subcommittee holds a meeting to set the criteria and select students for financial assistance based on submitted applications.
- **Criteria for Selection:** Selection is based on financial need, attendance records, and academic performance in the most recent university examinations.
- The proposed names and amounts for assistance are presented to the finance committee and governing body for approval.

### **3. Endowment Awards:**

- **Subcommittee Oversight:** The Students’ Activity Subcommittee requests for names of students fitting into the criteria set for each Endowment Award, from Faculty Members. The Subcommittee then holds a meeting and initiates the selection process.

#### **1. Criteria for Selection:**

1. **Sukharanjan Banerjee Memorial Award:** Toppers from Arts, Science and Commerce are selected for this annual award.
2. **Subhas Chandra Joddar Memorial Award (Student of the Year Award):** Faculty members nominate students who are all-rounders excelling in both academics and extracurricular activities.



The subcommittee comes to a common consensus and unanimously selects the student best suited for this annual award.

1. **Audit and Accountability:** The funds sanctioned for awards form part of the audited statement, specifically detailed in the Audit Report. This practice ensures financial accountability and transparency.

1.

1. Through its **scholarship program**, Vidyasagar Metropolitan College continues to uphold the vision of its founding father, Pandit Ishwar Chandra Vidyasagar, ensuring that education remains accessible to all. The college’s commitment to supporting economically disadvantaged students and promoting academic excellence highlights its dedication to the holistic development of its students. Over the years, the scholarships have helped students continue their studies even in the midst of financial constraints and inspired them to achieve excellence, striving against all odds.
2. The **awards** presented to students encourage better performance and enthuse students to persevere in their studies as well as extra-curricular activities, in the face of all challenges. The awards given to students have also been a source of constant encouragement and fostered a healthy spirit of competition amongst students, striving to win the awards and make their mark in the annals of college history. As a result overall academic performance of the college has been seen to be steadily improving and participation in extracurricular activities has also been on the rise.
3. By providing **scholarships and awards**, the college empowers students to achieve their full potential, regardless of their financial background. This commitment to inclusivity and excellence not only benefits the individual students but also contributes to the broader goal of nation-building.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

#### Faculty Achievements:

1. Dr. Sanjoy Pramanick was conferred a Doctor of Literature (D.Litt.) by Ranchi University in August 2022 in recognition of his outstanding contributions to literature.
2. Dr. Priyanka Khanduri was honored with the Best Paper Presentation award at the International Conference on AFPSA-2020, organized by the Centre for Advanced Study (CAS), Department of Botany, University of Calcutta, and the Botanical Survey of India on January 24-25, 2020.
3. Dr. Priyanka Khanduri secured 3rd place for her poster at the National Seminar on “Diversity in the Era of Globalisation – Challenges and Management,” hosted by Bidhannagar College on February 22-23, 2020.
4. Dr. Priyanka Khanduri received the Best Oral Presentation award at the National Online Seminar on “Advancement of Plant Sciences for Food Diversity and Nutritional Security,” held by the Department of Science and Technology (DST) (FIST) & UGC SAP-assisted DRS Department at North Bengal University on September 30 and October 1, 2021.
5. Dr. Priyanka Khanduri earned the Outstanding Paper Award at the 5th Regional Science and Technology Congress 2022-23, organized by Maulana Azad College and the Department of Science and Technology, Government of West Bengal, on January 4-5, 2023.

#### Student Achievements:

1. Ranajoy Paite achieved 3rd place at the 15th Aerobics Gymnastics National Championship held in Nagpur from February 9-11, 2019.
2. Secured 2nd place in the Youth Parliament competition organized by the Government of West Bengal on September 17, 2019.
3. Winner of the Inter-College Futsal Tournament organized by Calcutta Medical College on March 9, 2022.
4. Siddharta Basak earned 2nd place in the 100m freestyle event at the Inter-College Swimming Tournament on December 7, 2021.
5. Shipak Mahato won the gold medal at the 3rd East Zone Pencak Silat Championship in the 2021-22 season.
6. Souradip Das secured 3rd place in the men’s 400m event at the Inter-College District Sports and Games Championship for 2022-23.

#### Quality Audits:

1. Conducted by Vital Waste from April 2018 to September 2020.

2. Conducted during the 2018-19 to 2022-23 academic years.
3. Conducted during the 2018-19 to 2022-23 academic years.
4. Conducted during the 2022-23 academic year

## **Concluding Remarks :**

Vidyasagar Metropolitan College has crafted a comprehensive curriculum that promotes the holistic growth of its students, aligning with the University of Calcutta's standards while integrating innovative teaching and learning methods. Since the 2017-2018 academic year, the college has implemented the Choice Based Credit System (CBCS), with its Academic Council and IQAC working together to design an academic calendar that prioritizes continuous evaluation, experiential learning, and the use of e-resources.

The college offers a variety of Add-On, Certificate, and Value-Added Courses aimed at developing students' entrepreneurial skills and enhancing their employability. These courses, outreach programs, and mandatory project work equip students with practical experience that prepares them for future academic and professional pursuits.

A key element of the college's curriculum is its emphasis on addressing cross-cutting issues such as professional ethics, human values, gender equality, and environmental sustainability. These themes are integrated into the academic offerings, ensuring that students receive a well-rounded education. The college also engages students in extension activities through its NSS unit and organizes a range of co-curricular events to further enrich the student experience.

The institution has implemented a robust feedback system, gathering input from all stakeholders to guide future planning and ensure that the curriculum remains responsive to the community's needs. This feedback, combined with a transparent assessment process, highlights the college's commitment to maintaining high academic standards.

Research and innovation are strongly encouraged, with the college providing resources and support through well-equipped laboratories, extensive library collections, and research grants. Both faculty and students are supported in their research endeavors, with opportunities to publish research articles and participate in academic conferences.

The college pays special attention to resource mobilization by enforcing rigorous financial oversight, with committees verifying transactions, budgets, and audits, ensuring compliance, and implementing external auditor recommendations annually.

Vidyasagar Metropolitan College also emphasizes student well-being through initiatives such as mental health counseling, career guidance, and skill enhancement programs. With a focus on gender equality, safety, and an eco-friendly campus, the college fosters an inclusive and supportive educational environment, preparing students for successful careers and meaningful contributions to society.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p><b>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</b></p> <p>Answer before DVV Verification :</p> <p>Answer After DVV Verification :17</p> <p>Remark : Repetition of Add on/Certificate/Value added programs in every year during assessment period to be counted one only.</p>																				
1.2.2	<p><b><i>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</i></b></p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>210</td> <td>480</td> <td>463</td> <td>520</td> <td>622</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>243</td> <td>625</td> <td>644</td> <td>574</td> <td>622</td> </tr> </tbody> </table> <p>Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	210	480	463	520	622	2022-23	2021-22	2020-21	2019-20	2018-19	243	625	644	574	622
2022-23	2021-22	2020-21	2019-20	2018-19																	
210	480	463	520	622																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
243	625	644	574	622																	
1.3.2	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b></p> <p>1.3.2.1. <b>Number of students undertaking project work/field work / internships</b></p> <p>Answer before DVV Verification : 657</p> <p>Answer after DVV Verification: 646</p> <p>Remark : As per clarification received from HEI, and as per SOP One student involved in multiple field works and/or project work and/or internship in the same academic session should be counted as one, thus DVV input is recommended.</p>																				
2.4.2	<p><b><i>Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)</i></b></p>																				

**2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
37	37	37	29	29

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
36	37	35	32	30

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

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

**3.1.1.1. Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
0.68	7.39	1.57	3.12	6.97

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0.45	7.39	1.56	2.87	3.00

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

**3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years**

**3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
25	22	7	5	5

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19

22	21	7	3	5
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Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

**3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

**3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
12	8	11	10	15

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
5	8	8	12	9

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

**3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

**3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
8	19	11	7	18

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
5	19	8	10	14

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

**3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.**

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

**wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
10	13	4	7	11

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
11	10	4	7	10

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

3.5.1 ***Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.***

Answer before DVV Verification :

Answer After DVV Verification :24

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

4.1.2 ***Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years***

**4.1.2.1. Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
62.31343	28.50508	30.62120	37.77821	19.92169

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
51.78	20.16	21.00	11.36	16.08

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

4.4.1 ***Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)***

**4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
58.57895	28.80141	24.77833	54.78749	48.89747

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
2.89	2.73	4.40	5.31	4.01

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

5.1.2 ***Following capacity development and skills enhancement activities are organised for improving students' capability***

1. ***Soft skills***
2. ***Language and communication skills***
3. ***Life skills (Yoga, physical fitness, health and hygiene)***
4. ***ICT/computing skills***

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: A. All of the above

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

5.1.3 **Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
527	765	398	254	292

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
449	881	536	244	541

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

5.2.2 ***Percentage of students qualifying in state/national/ international level examinations during the last five years***



**5.2.2.1. Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
5	5	6	5	8

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
3	5	2	4	7

Remark : As per clarification received from HEI, and as per provided certificates, thus DVV input is recommended.

**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 last five years**

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
8	7	2	10	7

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	2	0	2	2

Remark : As per clarification received from HEI, and excluding Participation and Inter- collegiate awards and regional language certificates, thus DVV input is recommended.

**5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
24	23	24	24	27

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
15	16	20	14	20

Remark : As per clarification received from HEI, and as per SOP Multiple activities on the relatively closer dates to be considered as one only, thus DVV input is recommended.

**6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
5	0	2	9	5

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
3	0	0	2	3

Remark : As per clarification received from HEI, and excluding financial contribution less than RS. 2000 per year per teacher and multiple counting of the teachers, thus DVV input is recommended.

**6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

**6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
10	9	12	11	9

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
9	9	12	10	9

**6.3.3.2. Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
13	14	14	15	16

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
12	13	14	15	16

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Number of students year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2022-23</td> <td>2021-22</td> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> </tr> <tr> <td>1035</td> <td>1146</td> <td>986</td> <td>1014</td> <td>1004</td> </tr> </table> <p>Answer After DVV Verification:</p> <table border="1"> <tr> <td>2022-23</td> <td>2021-22</td> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> </tr> <tr> <td>1035</td> <td>1146</td> <td>986</td> <td>1010</td> <td>1000</td> </tr> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	1035	1146	986	1014	1004	2022-23	2021-22	2020-21	2019-20	2018-19	1035	1146	986	1010	1000
2022-23	2021-22	2020-21	2019-20	2018-19																	
1035	1146	986	1014	1004																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
1035	1146	986	1010	1000																	
2.1	<p><b>Number of teaching staff / full time teachers during the last five years (Without repeat count):</b></p> <p>Answer before DVV Verification : 56</p> <p>Answer after DVV Verification : 59</p>																				
2.2	<p><b>Number of teaching staff / full time teachers year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2022-23</td> <td>2021-22</td> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> </tr> <tr> <td>55</td> <td>56</td> <td>56</td> <td>36</td> <td>36</td> </tr> </table> <p>Answer After DVV Verification:</p> <table border="1"> <tr> <td>2022-23</td> <td>2021-22</td> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> </tr> <tr> <td>53</td> <td>55</td> <td>54</td> <td>37</td> <td>35</td> </tr> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	55	56	56	36	36	2022-23	2021-22	2020-21	2019-20	2018-19	53	55	54	37	35
2022-23	2021-22	2020-21	2019-20	2018-19																	
55	56	56	36	36																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
53	55	54	37	35																	
3.1	<p><b>Expenditure excluding salary component year wise during the last five years (INR in lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2022-23</td> <td>2021-22</td> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	2022-23	2021-22	2020-21	2019-20	2018-19															
2022-23	2021-22	2020-21	2019-20	2018-19																	

132.00017	64.13098	62.75432	107.23958	76.03895
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Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
117.8967	53.14968	51.78798	86.28645	59.01310