Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**LADY BRABOURNE COLLEGE**
Name of the head of the Institution	**Prof. Siuli Sarkar**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03322897720**
Mobile no.	**9830111872**
Registered Email	**prl@ladybrabourne.com**
Alternate Email	**i.choudhuridutt@gmail.com**
Address	**P-1/2 Suhrawardy Avenue**
City/Town	**Kolkata**
State/UT	**West Bengal**
Pincode	**700017**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Indrani Choudhuri Dutt**
Phone no/Alternate Phone no.	**03324667070**
Mobile no.	**9339751146**
Registered Email	**prl@ladybrabourne.com**
Alternate Email	**i.choudhuridutt@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.ladybrabourne.com/AQARNEW/AQAR2015-16/AQAR15-16

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.ladybrabourne.com/AQARNEW/AQAR2016-17/Calendar2016-17

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**85.35**	**2006**	**21-May-2006**	**20-May-2011**
2	**A**	**3.2**	**2014**	**10-Dec-2014**	**09-Dec-2019**

6. Date of Establishment of IQAC	**15-Jun-2007**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Awareness programme on	**30-Mar-2017**	**70**

Cancer: a journey from cancer to cancer stem cells: an approach towards unlocking the secrets of breast cancer relapse by Prof. Tania Das, Molecular Medicine Division, Bose Institute	1	
Cervical Cancer Awareness Programme in collaboration with Bengal Obstetric and Gynaecological Society	16-Feb-2017 1	68
Awareness programme on Thalassemia by Thalassemia society Kolkata	23-Nov-2016 1	62
Value Education Seminar was delivered by Ms. Anupurba Banerjee, Asstt Tagore Fellow of R.N Tagore Centre for Human Values on Fundamental aspect of Value and its relevance in contemporary life on 22nd August	22-Aug-2016 1	48
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Lady Brabourne College	Major Research Project	UGC	2016 365	492000
Lady Brabourne College	Women Studies	UGC	2016 365	1300000
Lady Brabourne College	Minor Research Project	UGC	2016 365	989604
Lady Brabourne College	IQAC	UGC	2016 365	72000
Lady Brabourne College	Development Grant	WB State Government	2016 365	7495838
Lady Brabourne College	DBT BOOST I	West Bengal State Government	2016 365	3000000
Lady Brabourne College	Maintenance	WB State Government	2016 365	11685181
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**1**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**Yes**
If yes, mention the amount	**72000**
Year	**2016**

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

• **The IQAC and the GB (Governing Body) are always sensitive to the various enrichment programme running in the College and is always watchful of gaps and ready with suggestions of improvement. • The members of IQAC regularly hold meetings through which monitoring of all seminal academic activities including research projects undertaken by the individual teachers of the respective departments are monitored. • The IQAC sensitizes departments to become computer literate in advance degrees so that all departmental records are gradually transferred into a data base format by the teachers. • It motivates opening of advance learning courses PG, Career oriented courses: it oversees the need to enhance facilities of all kinds that helps upgrade classroom teaching. • The IQAC regularly seeks funding through schemes and instigates utilization and application.**

To promote infrastructural development e.g. Roma Chaudhuri Building. The construction of three storeys of the five-storeyed Roma Chaudhuri Memorial Building has been completed after relentless efforts and persuasion. . This year two gangways have been constructed in the first floor and the second floor of the building connecting with the New Science building for barrier free, fast movement of the students and faculty members.

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

Plan of Action	Achivements/Outcomes
Preparation for introducing PG course in Political Science, Chemistry, Botany and Zoology.	PG course in Political Science, Chemistry, Botany and Zoology departments have already been started from this session.
Plan for the forthcoming seminars and workshops organized by the college.	A number of National level, State level and also College level seminars have been organized during the year.
To promote infrastructural development e.g. Roma Chaudhuri Building.	The construction of three storeys of the five-storeyed Roma Chaudhuri Memorial Building has been completed after relentless efforts and persuasion. . This year two gangways have been constructed in the first floor and the second floor of the building connecting with the New Science building for barrier free, fast movement of the students and faculty members.
To promote UG and PG teaching and research	4a. Renovation and reconstruction of laboratories of three departments-Chemistry, Botany and Zoology to introduce post graduate teaching from 2016-17. 4b.Upgradation of dry, wet and computer laboratories of the departments of Microbiology, Physics, Economics, Statistics and Mathematics.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	25-Mar-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The college has set up a web server which hosts the College Management Information Software (CMIS). The objective of this was to design and implement software solutions that

provide suitably detailed reports in an accurate, consistent and timely manner for smooth functioning or management of college administration. A comprehensive database consisting of all information related to student activity in academic or non academic field is absolutely vital. Proper systematic documentation of the same is required periodically. We have to prepare and provide similar information multiple times and it is a repetitive effort and wastage of institute effort time. The Library has been working towards full automation through RFID. Many departments like Botany and Geography are restructuring their student database. • A similar database consisting of all information related to teacher activity in academic or field of research is equally vital. The CMIS software also caters to this. The Career Advancement Scheme for the teachers is also managed by this software. This system is also being reorganized. Actually the college is on the way to full automation.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Range of Core /Elective options offered by the University and those opted by the college i) The College has Core options at the UG level in English, Bengali, Persian, Sanskrit, Hindi, Urdu, History, Philosophy, Political Science, Sociology, in Arts. It has Core options in Physics, Chemistry, Botany, Zoology, Microbiology, Mathematics, Statistics, Economics and Geography. All of these subjects except Microbiology and Geography are available in Elective mode. In addition Women Studies and Computer Science are available in the elective mode. With reference to the University range, the range in this College is comprehensive, and among one of the widest in the state of West Bengal. • Enrichment courses- The Certificate and Diploma Courses in Public relations and Advertising, Animations & Multimedia, Computer Course, Spanish, Food & Drug Safety are designed and taught to enhance applied level knowledge and skill with an eye to progression. Value education seminars and talks ranging from spiritual education to female health and hygiene also aim at enrichment of young minds.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	01/07/2017	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	Political science	31/08/2016
MSc	Botany	31/08/2016
MSc	Zoology	31/08/2016
MSc	Chemistry	31/08/2016
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	NIL	01/07/2017

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

	Certificate	Diploma Course
Number of Students	140	441

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
One Year Post Graduate Diploma Course in 'Food Drug Safety'	29/08/2016	6
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Microbiology	30
MSc	Microbiology	15
MSc	Physics	15
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	
Employers	
Alumni	
Parents	

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

Feedback Obtained
The feedback is collected and records are analyzed by the teachers in the presence of the Principal in individual capacity. Each teacher notes any

special demand directed by the student and addresses these by renegotiating her teaching-learning methods and mentoring skills. The Principal intervenes wherever necessary. The Institution is in the process of designing a graphical presentation of feedback to be discussed in presentation format in Teachers Meetings so that the impact on campus life becomes more macro-level management while retaining the very successful micro management.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	All Arts subjects	50	148	42
MSc	All Science subjects	147	1216	144
BA	All Arts subjects	404	3571	268
BSc	All Science subjects	349	6879	248
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1498	289	35	0	59

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
94	67	11	26	7	6
View File of ICT Tools and resources					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Lady Brabourne College has since its inception been open to student needs. Added to the conventional method of teacher-student interaction on a one to one basis, on issues ranging from academic to personal related to academics, there are other more scientific forms of mentoring. The Student Feedback system makes the Faculty well aware annually of shortcomings in teaching and campus life. Each teacher carefully goes through the feedback and equips herself to handle relevant issues differently. Occasionally teachers help student progression of economically challenged students by helping them with resources. Different need based scholarships are managed by the College and there is a Principal's Welfare Fund which is accessed by Faculties in proper meeting to extend help to students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1787	94	1:19.0

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
109	94	15	0	66

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	NIL	Assistant Professor	NIL
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	Part I	31/08/2016	11/12/2017
BSc	UG	Part I	31/08/2016	11/12/2017
BA	UG	Pat II	16/08/2016	20/11/2017
BSc	UG	Part II	16/08/2016	20/11/2017
BA	UG	Part III	15/06/2016	13/07/2017
BSc	UG	Part III	15/06/2016	13/07/2017
MA	PG	Semester IV	20/07/2016	28/08/2017
MSc	PG	Semester IV	20/07/2016	28/08/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college is affiliated to the University of Calcutta and follows its curricula and Examination guidelines. The college has been consistently designing its teaching methodology to cater to the curricula and examination process. Monthly tests are conducted to make students aware of the examination modules. Lab Manuals in different subjects are made the point of reference for conducting Practical classes and tests. In this way a student is being prepared and inducted to face the rigorous of the examination system of study and fare well at the University level.

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

Academic Calendar of the college is prepared at the beginning of every academic year in correspondence with university academic calendar. as far as practicable

2.6 – Student Performance and Learning Outcomes

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

http://www.ladybrabourne.com/AQARNEW/AQAR2016-17/Ranklist2016-17

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PG	MSc	SEM IV	62	62	100
PG	MA	SEM IV	35	35	100
UG	BSc	Part III	234	219	93.59
UG	BA	Part III	226	214	94.69
UG	BSc	Part II	259	237	91.5
UG	BA	Part II	268	197	73.51
UG	BSc	Part I	254	233	91.73
UG	BA	Part I	224	208	92.86
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2.7 – Student Satisfaction Survey

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

http://www.ladybrabourne.com/AQARNEW/AQAR2016-17/SSS2016-17

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	UGC	9.89	9.89
Major Projects	365	UGC	4.92	4.92
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	01/07/2016

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category

NIL	NIL	NIL	01/07/2016	NIL

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	01/07/2016

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Geography	4

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Geography	18	0
International	Geography	11	0
International	Economics	2	0
International	Statistics	2	0.76
International	Botany	1	0
National	Zoology	1	3.83
International	Zoology	1	1.37
International	Physics	10	1.81
International	Mathematics	2	0
National	Political Science	4	0

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

Department	Number of Publication
Urdu	1
English	1
Socilogy	1
Bengali	1
Persian	1
Sanskrit	3
Political Science	5
Zoology	3
Microbiology	1

Geography	10
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Please see attached file	Please see attached file	Please see attached file	2016	424	Lady Brabourne College	32
[View File](#)						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Please see attached file	Please see attached file	Please see attached file	2016	114	32	Lady Brabourne College
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	14	31	14	0
Presented papers	26	36	6	0
Resource persons	2	5	12	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Arranged for regular medical camps for health checkups	NSS	3	45
Providing counselling and consultancy services on health and hygiene	NSS	3	51
Classes taken for Slum Children	NSS	3	15

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
A Night School run by the boarders of the college hostel, is engaged in imparting education to street children of the locality thereby enabling the students to interact with the marginalised sections of the society.	NSS	Awareness Programme	1	60
NSS Unit: i) Students guided by NSS use to take classes for slum children every five days in a week in the college hostel campus from 5 pm to 7 pm throughout the year. They also take classes every Saturday in room no. 62 from 2.30 pm to 3.30 pm.	NSS	Awareness Programme	3	50

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration

NIL	NIL	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	01/07/2016	30/06/2017	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	01/07/2016	NIL	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
104.95	104.95

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Seminar Halls	Existing
Laboratories	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
'KOHA'	Fully	3.22.09.000	2001

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

Text Books	32860	21732883	85	160410	32945	21893293
Reference Books	61533	0	500	0	62033	0
e-Books	11	95817	0	0	11	95817
Journals	519	154522	24	31375	543	185897
e-Journals	1	5715	0	0	1	5715
Digital Database	31	76641	9	15000	40	91641
CD & Video	141	0	4	0	145	0
Others(specify)	4998	0	41	0	5039	0

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Mahua Roy	SM 30	e-PG Pathshala	23/02/2017

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	248	83	248	207	0	13	229	15	3
Added	28	8	28	0	0	6	14	0	0
Total	276	91	276	207	0	19	243	15	3

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

15 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
105.59	105.59	11.25	11.25

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

institutional Website, provide link)

> **The Institution is fully owned by the Government of West Bengal Government development grants are one of the major sources for procuring, augmenting educational resources like books, journals, laboratory consumables and library resources. Upon receiving of such grants a meeting is conducted by the Principal with all the Heads and the funds are distributed proportionately. Special grants like RUSA, UGC-CPE, DBT and DST whenever received after evaluative cycles and application for these constitute another major means for maintaining, utilizing educational resources and support facilities. The College generates modest resources from self-financing courses and these are used to support some need of the particular courses.**

http://www.ladybrabourne.com/profile

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**Students Welfare Scholarship**	**24**	**72000**
Financial Support from Other Sources			
a) National	**Different West Bengal State and Central Government Scholarships**	**80**	**2129250**
b)International	**Iran Society**	**2**	**2400**
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling	**16/07/2016**	**47**	**Dr. Sreemati Biswas (Psychological Counsellor**
Remedial Coaching	**11/12/2017**	**48**	**Department of Urdu of the college**
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	**JAM Coaching**	**90**	**0**	**24**	**0**
2017	**Career Counselling**	**0**	**498**	**0**	**0**
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
10	498	0	Not known	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	26	UG	Microbiology	C.U., IACS, J.U.,IIT Roorkee VIT, NIT, St. Xaviers College, Lady Brabourne College, B.Ed.	M.Sc., Integrated M.Sc.- Ph.D.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	18
SET	1
GATE	14
Any Other	4
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Sports	UG and PG Level	120
Intra College Cultural Competition	UG and PG Level	240
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international

level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	NIL	National	0	0	NIL	NIL

No file uploaded.

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

As per government instruction, the College has a Students'Council. Executive Committee of this body is formed through election of interested students who have to file their nominations. In the absence of any political interference the elections take place in a healthy and democratic manner under the supervision of a committee of teachers led by the Chief election Officer, appointed by the Principal. The members of the Students' Council are involved in various activities throughout the year including the Organization of the Orientation Programme for the first year students, Fresher's welcome, Independence Day Celebration, Reunion, Kaleidoscope, Annual sports, Farewell of third year students, Prize distribution, Science Day Celebration, Intra-college Cultural Competition as well as maintaining the cleanliness and general environment of the college campus throughout the year.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has Alumni associations based in Kolkata, New Delhi and even in Bangladesh. The LBC Alumni Association has deep bond with the college and regularly organize cultural programme and also sometimes collaborates with departments and also the college itself to organize cultural as well as academic events.

5.4.2 – No. of enrolled Alumni:

464

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

34800

5.4.4 – Meetings/activities organized by Alumni Association :

Some of the activities of the Alumni Association are summarized below: • On 23rd July, 2016, at the Annual General meeting of the Association, Smt. Ajanta Chaudhury was re-elected as the President for another term. At the same meeting members decided on a donation of Rs.25,000 each to Arunima Hospice of Behala and Hitaishini, a support group for cancer patients. • On 19th August, a cultural programme was organized to raise funds for the retired teachers of Lady Brabourne College who are in need of financial assistance to meet their medical expenses. Many eminent personalities, alumnae of this college were chief attractions of this programme. •On 28th November,2016, the Mandalika Endowment Lecture was delivered by Professor Tapati Gupta, retired Professor of the University of Calcutta and also a former faculty of this college. • On 10th January, 2017, an interesting talk with slides on Burma titled 'Golden Road to Myanmar' was delivered by Dr. Ranjana Roy, one of the Vice President of the Association. • On 6th February, 2017, the Association organized a programme 'Chirosakha' with Smt. Shreya Guhathakurta, an eminent Rabindrasangeet singer in which her mother Smt. Saswati Guhathakurta was the narrator. • On the Prize

Distribution day, the Mandalika Memorial Silver Medal, an endowment prize, was given to the best all-round student of the English Department. • The Association has a badge with its own logo, designed by Smt. Ajanta Chowdhury, President of the Association. • The Association has from now on started participating actively in the maintenance of the College garden. A gardener has been appointed on a monthly payment basis. Some gardening tools and implements have been donated. • Commemorating the Platinum Jubilee Year, a Souvenir was published which contained a very useful directory of the life members of the Association. • A new notice board of the Association has been put up in front of the main staff-room of the college in which notices are being pasted.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Autonomous Courses of Post Graduate departments Three PG departments, English, Microbiology, Mathematics are teaching syllabi which include aspects in the curricula as yet not made current in the PG courses of these subjects in the University. Geography and Physics also has unique features. • The PG syllabus in English has for instance a very scientific inter-related theory practical structure. – Students are exposed simultaneously to aesthetics, philosophy and their applied form in the texts in all the semesters. – European Classics in translation is part of the Core course so that there is exposure to Literatures in English. American literature is on offer as option and the department plans to open Visual Interpretations of Literary texts shortly. – A set of two term papers and a dissertation is part of the core curricula encouraging the mastering of research and critical writing skills which will ensure career advancements. • In Microbiology – industrial visits are mandatory extensions of the teaching programme. • In Mathematics- Students in the M.Sc in Mathematics can opt for a new special advanced paper "Mathematical Methods in Soft Computing" which is a very modern and upcoming area of research and is not included in any other postgraduate syllabus in Mathematics in West Bengal. At present Lady Brabourne College has ten postgraduate departments English, Bengali, Political Science, Botany, Zoology, Microbiology, Chemistry, Physics, Mathematics and Geography.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	• The Institution implements the curricular set by its mother university, the University of Calcutta in all its UG Courses. • It has structured its internal evaluative system in a vital, need-based manner with reference to the broad guidelines of the University. It organizes class tests regularly examining the receptivity of the students in terms of setting unit based questions. This ensures assessment of awareness of details but does not stress out the

	young minds. • Mid-terms are held in all three years to expose students to comprehensive pattern of examination they are likely to face at terminal points. • Even compulsory language tests are held so that basic language skills are instilled. • Practical and demonstrative teaching is undertaken in laboratories and through excursions and educational visits. • The Department of Political Science has a tradition for participating in Intracollege Mock Parliaments. • In science subjects extensive e-literacy and use of e-resources are recommended. • In non-lab based subjects like English workshops on adaptation of texts in other media, e-learning and usage of e-resources are encouraged. If necessary, PPT presentations are arranged. • Educational visits are undertaken in many Lab-based subjects. • Students are encouraged to present papers, write articles in in-house journals and also give talks in Seminars and Conferences held in and outside the College.
Teaching and Learning	Different Teaching and Learning methods have been adopted as described in the following: a) Teaching aids: 1) Black board, chalk and duster 2) Ancient Indian Map used by Dept. of Geog. And Hiostory. 3) Overhead and LCD Projector 4) Computer with Internet facility 5) Smart Board 6) GPS 13 (Geographical Positioning System) - used by Dept. of Geography 7) Structural Model for illustrating the three dimensional molecular structure of organic compounds.- used by Dept. of Chemistry. 8) Phoenix Box Kit used for simulation of different laboratory based experiments in Dept. of Physics. 9) Audio -visual aids e.g. DVDs and CDs. b) Assessment : UG — 1. Monthly Test 2. Midterm Examination 3. Selection test PG —1.Semester Examination 2.Dissertation Evaluation 3.Viva Voce 4.Interactive Session 5.Project Presentation Lecture 6.Seminar defence c) Remedial/Tutorial classes: 1.Remedial classes for minority students 2. Tutorial classes for advanced learners. 3. Tutorial classes for weak students 4. Special Tutorial Classes for JAM d) Science departments (Physics, Chemistry, Botany,Zoology and Microbiology) organised faculty improvement programme. e) Seminar:

	Science and arts departments organised seminars funded by Institution,UGC,DBT. f) Workshops: Different workshops are organized by different Arts and Science departments time to time sponsored by institution, UGC or DBT.
Examination and Evaluation	The college is affiliated to the University of Calcutta and follows its curricula and Examination guidelines. But within the college the students are evaluated both by written examination and orally. The process of evaluation is as follows: – Monthly Test - There are year-long tests to ensure continuous assessment. – Mid term Test - These are comprehensive tests on substantial portion of the syllabus to help the students to prepare for their Selection Tests. – Selection Test - Terminal Tests at the end of each year of study to assure the eligibility for University Examination. – The students are also evaluated by inter and intra departmental seminars, study circles etc. – In addition to this the autonomous post-graduate departments evaluate their students through end semester examinations and presentation of Term Papers in public seminars.
Research and Development	Following are the measures taken by the institution to facilitate smooth progress of implementation of research schemes/projects: Autonomy to the principal investigator: The Principal investigator is the key person to plan and structure any project. • Timely availability or release of resources: Prompt disbursement of sanctioned grants are ensured through constant liasions with funding authorities allocation meetings. • Adequate infrastructure and human resources: Provisions for inducting Research Fellows for Major Projects, both UGC non-UGC sponsored are in place. . Other facilities: • 24 hrs. internet facility • Well equipped computer laboratories • Enriched Computerized library with modern books and journals of various fields • Collaborative facilities on institutional and departmental levels with British Council Libraries, USIS and the National Library, Urdu Academy, Itihaas Samsad, Bangiya Arthaniti Parishad among other advanced level academic organization. • Each department with huge instrumentation

	facilities. • Regular visits and interaction with other research facilities, industrial institutions, excursions and field work.
Library, ICT and Physical Infrastructure / Instrumentation	The following Library, ICT and infrastructural facilities are available in our College during college hours and in some cases beyond college hours: • The library uses various ICT tools photocopiers, scanners, printers etc to help students. The library also has Wi-Fi connection. Some old and valuable books have been digitized. The library has joined the NLIST programme (conducted by INFLIBNET) since 2011. E-journals and e books can be availed by this programme. The College library has Institutional membership with the British Council Library. The College library has a dedicated web page(www.lbclibrary.org) since 2012. To make the webpage interactive, e- mail address is provided to communicate with users to deliver better library services. Facebook connectivity is also provided. • Lady Brabourne College library has undergone a system migration during this financial year. The Library Advisory Committee has decided unanimously to shift Library Management Information System to a OPEN source Library Software 'KOHA' to make it a standardized one. Presently 'KOHA', the open source software compatible with Z39.50 , has been installed in our library for automation. Most of the works involved in this migration process are completed. Rectification of data (which arises due to system migration) are going on. • OPAC (On-line Public Access Catalogue) are used by the student and faculty members along with the traditional library catalogue. • Both the main and the annexe libraries are fully air-conditioned including stacks. • It has also created an 'Institutional Repository' with publications of our teaching faculty. • The Library altered and extended its working hours from 8.30 AM to 5.30 PM to offer better library access to students and teachers of the College. • Wide Area Network (WAN) installed in the College (including extended campus) during 2012-13 is providing an efficient, high speed, campus wide intranet with secure internet accessibility. Since 2015-16,

	the Internet Connectivity has been extended into a 15 Mbps leased line. • Data Management System has been upgraded using EDMS software in PG departments since 2015-16.
Human Resource Management	a) Students : Foundation is made at the UG and PG level to give exposure in Cultural, Entrepreneurship (through Kaleidoscope), Writing skill, Public speaking, Sports, Seminar defense along with Academics. b) Teachers : Faculty members are involved in academic work as well as Committee work. The various responsibilities are coordinated with academic activities and do not compromise the latter.
Industry Interaction / Collaboration	Students from different departments visit industry or research institutes as a part of their project work. E.g. the students of Zoology Honours (3rd yr) attended the Poultry Education Program at Paschim Banga Poultry Mela, 2016 organized by West Bengal Poultry Federation in association with Animal Resources Development Department, Govt. of West Bengal
Admission of Students	The earnest endeavour of the College is to ensure admission to all deserving and meritorious students and to implement this, the College takes utmost care to publicise its admission process in the leading newspapers and television channels. In addition to this, the College announces its admission process in the College website. To ensure transparency in the admission process the College has made it mandatory for applications to be filed online since 2007. Admission Tests in some subjects are conducted to test merit. The admission process is outsourced to WEBTECH, who prepares the list according to the criterion set by the different departments of the College. Admission is based only on merit.

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

E-governace area	Details
Finance and Accounts	Computerization of the preparation of monthly salary bills using software package 'COSA' (Computerization of Salary Accounting) has been implemented at our college a few years back. In the year 2012, an up gradation of this software has also been done. WBIFMS

	(West Bengal Integrated Finance Management System) is a web portal of the Government of West Bengal for the real time management, monitoring and control of all fund allocations and financial transactions in different government departments. From 2013-14, we are using e-Pradan (e-Payment) module of IFMS for different payment transactions using DDOs DSC (Digital Signature Certificate). Since 2016, we are using the sub-module HRMS-IFMS for implementation of Pay Roll Processing etc. We have also enrolled our college in Public Finance Monitoring System (PFMS), Govt. of India since 2016-17 to implement different modules like Fund Flow Monitoring, Direct Benefit Transfer DBT, Online payments to different beneficiaries etc.
Administration	The college has set up a web server which hosts the College Management Information Software (CMIS). The objective of this was to design and implement software solutions that provide suitably detailed reports in an accurate, consistent and timely manner for smooth functioning or management of college administration. A comprehensive database consisting of all information related to student activity in academic or non academic field is absolutely vital. Proper systematic documentation of the same is required periodically. We have to prepare and provide similar information multiple times and it is a repetitive effort and wastage of institute effort time. This student data management software is running successfully.
Student Admission and Support	The earnest endeavour of the College is to ensure admission to all deserving and meritorious students and to implement this, the College takes utmost care to publicise its admission process in the leading newspapers and television channels. In addition to this, the College announces its admission process in the College website. To ensure transparency in the admission process the College has made it mandatory for applications to be filed online since 2007. Admission Tests in some subjects are conducted to test merit. The admission process is outsourced to WEBTECH, who prepares the list according to the criterion set by

	the different departments of the College. Admission is based only on merit. • Student fees collection scheme through bank (for both undergraduate as well as postgraduate) is successfully implemented using fees management software. • Lady Brabourne College library has undergone a system migration during this financial year. The Library Advisory Committee has decided unanimously to shift Library Management Information System to a OPEN source Library Software 'KOHA' to make it a standardized one. Presently 'KOHA', the open source software compatible with Z39.50 , has been installed in our library for automation. Most of the works involved in this migration process are completed. Rectification of data (which arises due to system migration) are going on. • OPAC (On-line Public Access Catalogue) are used by the student and faculty members along with the traditional library catalogue. • The library has joined the NLIST programme (conducted by INFLIBNET) since 2011. E-journals and e books can be availed by this. The College library has Institutional membership with the British Council Library. The College library has a dedicated web page (www.lbclibrary.org) since 2012. To make the webpage interactive e mail address is provided to communicate with users to deliver better library services. Facebook connectivity is also provided. • RFID (Radio Frequency Identification) System in the Lady Brabourne College library has been installed. It includes RFID tags, Integrated Work Station for Tagging, standard Middleware Software, Integration of KOHA with RFID Hardware, RFID Book Drop Box, Self Touch Kiosk, Anti-Theft gate and Hand-held reader. This would make the library management system fully automated.
Planning and Development	Wide Area Network (WAN) installed in the College (including extended campus) during 2012-13 is providing an efficient, high speed, campus wide intranet with secure internet accessibility.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	NIL	NIL	NIL	0

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Two Day seminar cum Workshop on Analytical Techniques in Biotech nology	NIL	01/03/2017	02/03/2017	7	0

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Please see attached file	111	01/07/2016	30/06/2017	58

View File

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Being a fully government institution all employees enjoy the privilege of Government Health Scheme Sasthya Sathi Programme. • Loans from GPF very easily made available through single window service of Principal's	Being a fully government institution all employees enjoy the privilege of Government Health Scheme Sasthya Sathi Programme. • Loans from GPF very easily made available through single window service of Principal's	Principal's Welfare Fund, WBMDFC Post Matric Scholarship, West Bengal Govt. Merit Cum Means Scholarship, INSPIRE Scholarship, DPI Half/Full Free Scholarship, KanyashreePrakalpa,

| Office. • LTC are available as per WBSR. • Medical Leave per year 20 days full pay. • Maternity Leave • CCL available at Principal's discretion | Office. • LTC are available as per WBSR. • Medical Leave per year 20 days full pay. • Maternity Leave • CCL available at Principal's discretion. | Sheela Kanoria Scholarship etc. |

6.4 – Financial Management and Resource Mobilization

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

The Institution conducts Internal Audits of all internally managed accounts of every financial transaction at the end of every financial year. Each Committee Convener of committees under the Teachers' Council present their accounts and work report to assigned Internal Auditor and face audit reviews. • All grants from agencies such as UGC, DBT, DST, RUSA face audit and inspection by External Auditors and meet all objection and queries. • Government audit is conducted by appointed auditors as and when the Higher Education Department fixes the schedule.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Sheela Kanoria Foundation Scholarship, Iran Society-" Dr.Ishaque Memorial Scholarship" for Persian Honours only, Delhi Alumni Association Donation Scholarship	52400	To support academic endeavour of the needy students of the college.
View File		

6.4.3 – Total corpus fund generated

52400

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Boards of Studies (BOS) of PG departments, Director of Public Instructions, Higher Education Directorate of Govt. of West Bengal	Yes	Governing Body of the College
Administrative	Yes	Government Auditors. Audit of other grants	Yes	Senior faculty members selected by the

	(UGC, DBT, DST) is done by reputed Chartered Accountants.		Principal

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

The College holds regular interactive parent-teacher-ward meets after every internal terminal examination to discuss areas of concern and collectively resolve the arising problems.

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

NIL

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

1. The Library altered and extended its working hours from 8.30 AM to 5.30 PM to offer better library access to students and teachers of the College. • Both the main and the annexe libraries has been fully air-conditioned including stacks. 2. The Career Counseling Cell of the College which has actively provided students with several national and international level interaction sessions and recruitment drives in different corporate sectors opened its own exclusive unit in the College with adequate infrastructure required to carry on their future programs successfully. 3. The work of construction of a large Examination Hall with adjacent office space at the college under the head "Additional Grant/Scheme merge with development grant" of UGC during the 11th Plan period has been completed during this period and it is functioning in a full swing. 4. Wide Area Network (WAN) has been installed in the College (including extended campus) providing an efficient, high speed, campus wide intranet with secure internet accessibility.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	A seminar on Value Education was organised by the IQAC of the College. Ms. Anupurba Banerjee, Assistant Tagore Fellow of the Rabindranath Tagore Centre for	22/08/2016	22/08/2016	22/08/2016	85

2017	Science Promotion Committee and IQAC organised Cervical Cancer Awareness Programme in collaboration with Bengal Obstetric and Gynaecological Society on 16th February,2017 where lectures were delivered by distinguished doctors	16/02/2017	16/02/2017	16/02/2017	72
2017	Awareness programme on Cancer: a journey from cancer to cancer stem cells: an approach towards unlocking the secrets of breast cancer relapse by Prof. Tania Das, Molecular Medicine Division, Bose Institute on 30.3	30/03/2017	30/03/2017	30/03/2017	68

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
A seminar on 'Identity and Power: Media Representations of Women in India' was organized in collaboration with the Department of English on 18th November, 2016. Professor Sanjukta Dasgupta, Department of English, University of Calcutta, was the spe	18/11/2016	18/11/2016	77	5
On 6th February, 2017 a documentary on women's education 'Lighting the Lamp of Knowledge' was presented by Prof. Pushpa Mishra, former Principal, Bethune College, Kolkata.	06/02/2017	06/02/2017	51	1
On 7th & 8th April, 2017 Ramakrishna Sarada Vivekananda Mission Vidyabhavan collaborated with our Women's Studies Centre to organize a two-day National Seminar on 'Women's Journey Towards Empowerment: A	07/04/2017	08/04/2017	103	5

Myth or A Reality?' Besides speakers from th				
On 8th March, 2017 International Women's Day was celebrated by organizing an International Seminar and an Awareness Programme. In the seminar, 'Celebrating Womanhood: Texts & Contexts', the speakers were Prof. Sonia Nishat Amin, Pr	08/03/2017	08/03/2017	97	3

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

Percentage of power requirement of the University met by the renewable energy sources
The institution is also fully aware of its responsibility to protect and preserve the environment and organizes the "Vanomahotsav" annually to sensitize the students about the same. • There is a Medicinal Garden maintained by the Botany Department which is not only integral to the study of the UG syllabus but also an important instrument for sensitization. There are nearly seventy plants of immense medicinal importance. • A Butterfly Garden in the second campus adjacent to the College is present. • There is the Maintenance and Beautification Committee which is instrumental in the maintenance of the cleanliness and the aesthetics of the college. The Gardening Committee helps to maintain the beautiful garden of the college. • 'Rain Water Harvesting System' is running successfully at the college campus by the Department of Botany in collaboration with the State Water Investigation Directorate, Govt. of West Bengal. Initially, rain water was collected from the roof of the Main Building and the New Science Building but later the newly constructed Roma Chaudhuri Memorial building is also included in this project. By the current project 30 lakh 25 thousand litre of water is being recharged into the ground level per year. • A 1 KWP Solar Photovoltaic Power Plant installed on the rooftop of the main college building in association with West Bengal Renewable Energy Development Agency, Govt. of West Bengal is presently being used for the outdoor lighting of our campus under the supervision of the Department of Physics to meet the ever increasing demand of electricity in the college.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1450
Provision for lift	No	0
Ramp/Rails	Yes	1450
Rest Rooms	Yes	100

Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	01/07/2016	260	Night School	A Night School run by the boarders of the college hostel, is engaged in imparting education to street children of the locality thereby enabling the students to interact with the marginalised sections of the society.	30
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
College Prospectus	15/06/2017	The college prospectus includes a code of conduct guideline to be followed by the students. The teaching and nonteaching staff , being state government employees, are governed by the rules and regulations stated in the West Bengal Service Rules

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value Education Seminar was delivered by Ms. Anupurba Banerjee, Asstt Tagore Fellow of R.N Tagore Centre for Human Values on Fundamental aspect of Value and its relevance in contemporary life organised by IQAC	22/08/2016	22/08/2016	48
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Students, staff using a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants • Solar Energy Conservation Rain Water Harvesting System' is running successfully at the college campus by the Department of Botany in collaboration with the State Water Investigation Directorate, Govt. of West Bengal. Initially, rain water was collected from the roof of the Main Building and the New Science Building but later the newly constructed Roma Chaudhuri Memorial building is also included in this project. By the current project 30 lakh 25 thousand litre of water is being recharged into the ground level per year. • A 1 KWP Solar Photovoltaic Power Plant installed on the rooftop of the main college building in association with West Bengal Renewable Energy Development Agency, Govt. of West Bengal is presently being used for the outdoor lighting of our campus under the supervision of the Department of Physics to meet the ever increasing demand of electricity in the college. • Plastic free zone drives have been taken. Students and teachers do not use any transport within campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I: NSS (National Service Scheme) aims at developing students personality through community service. The Objective: The main objectives of National Service Scheme (NSS) are : • understand the community in which they work • understand themselves in relation to their community • identify the needs and problems of the community and involve them in problem-solving • develop among themselves a sense of social and civic responsibility • utilise their knowledge in finding practical solutions to individual and community problems • develop competence required for group-living and sharing of responsibilities • gain skills in mobilising community participation • acquire leadership qualities and democratic attitudes • develop capacity to meet emergencies and natural disasters and • practise national integration and social harmony The Context • NSS is an Indian public service program sponsored by the India Government. The Motto of NSS Not Me But You, reflects the essence of democratic living and upholds the need for self-less service. NSS helps the students development appreciation to other persons point of view and also show consideration towards other living beings. The philosophy of the NSS is a good doctrine in this motto, which underlines on the belief that the welfare of an

individual is ultimately dependent on the welfare of the society as a whole and therefore, the NSS volunteers shall strive for the well-being of the society. The Practice • College campus cleaned by students of NSS Unit I and II. Awareness programmes on Child Sexual Abuse, female deceases and protection from Dengue were organized by NSS. Workshop on Stress management was organized by NSS. NSS students who stay in hostel use to take classes for slum children every five days in a week in college hostel campus from 5 to 7 pm throughout the year. Old clothes were distributed by the students of NSS for needy people who live in slum area and Park circus Maidan area. Impact: • NSS training activities help students to develop the qualities of communication, attitude, behavioral aspects and leadership qualities. They get to know about the social, economic and political conditions of the people residing in that particular area which would help them to understand their problems and try to solve them in a better way. Best Practice II: Psychological Counselling Cell facilitates academic, emotional, social and cognitive development of the students and hence to empower them in their learning and personal development. The Objective: • College students must adapt to environments plagued by rapid change, ambiguity, uncertainty and depleted support systems. Students must also cope with a myriad of personal and psychological problems that range from basic adjustment and developmental, academic and learning, and career concerns to clinical-level mental illness. Within higher education, there exists general consensus that the ubiquitous role of personal and psychological counselling is to contribute to student development, adjustment, and learning while preventing dangerous and self-defeating behavior, thus enabling the individual to thrive in the college community. The mechanisms that colleges utilize to achieve this goal vary dramatically from one institution to another, depending heavily on the institutions philosophy or mission, available resources, and campus need. The Context • It has been found from a survey that anxiety is the top presenting concern among college students (41.6 percent), followed by depression (36.4 percent) and relationship problems (35.8 percent). Psychological Counselling Cell provides comprehensive guidance programs and services that will equip students with necessary knowledge, attitude and skills to become mature and socially responsible individuals. Mentoring through an individual counselling to resolve their emotional, behavioral, academic, and social issues usually conducted in the counselling cell. The Practice • Since its inception in 2011 the Psychological Counselling Cell of our College has been very active for benefitting our students, teachers and non- teaching staff. Dr. Srimati Biswas, renowned psychologist, is our psychological counsellor. Services are rendered free of cost. Altogether 18 sessions – 16 in the College Campus and 2 in the Hostel Campus- have been held in 2016 in which 20 students have been thoroughly counselled. As many as 33 persons have been counselled in the year 2017.Dr. Biswas has attended the Cell on 20 sessions in 2017. All of them are highly satisfied with the Counselling done by Dr. Srimati Biswas. Impact: • The psychological counselling service in the college is effective in easing the students' personal difficulties. Students can freely and confidentially express their academic, emotional and personal pressures and concerns to a professional who can help them effectively. The constructive support which was received from individual counselling seemed to have a positive influence on the academic performance.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.ladybrabourne.com/AQARNEW/AQAR2016-17/Bestpractices2016-17

7.3 – Institutional Distinctiveness

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

Since its inception the mission of the college has been to promote a democratic and secular intellectual environment in which female students from socially sheltered and challenged background would be encouraged to share a common, progressive platform with relatively emancipated compatriots. The College continues to sustain and develop a community which is national in outlook, faithful to their particular culture and faith, and connected with each other in terms of intellectual emancipation to form a truly unique sisterhood.

Provide the weblink of the institution
http://www.ladybrabourne.com/photo-gallery

8.Future Plans of Actions for Next Academic Year

1. Plan for the forthcoming seminars and workshops organized by the college. 2. To promote infrastructural development e.g. Roma Chaudhuri Building. 3. To promote UG and PG teaching and research 4. Installation of another 17.5kWP Solar Power Panel to run various electrical and electronic laboratories using the fund under the CPE Phase II Scheme. Installation of a solar panel on the roof top of the Hostel building in near future. 5. Maintenance and beautification of college garden. 6. To strengthen the security system, installation of Closed Circuit TV in the hostel as well as in the main campus. 7. Thorough renovation of the College Auditorium and Cottage Building. 8. Modification and modernisation of front and back gates of the College and Hostel premises. 10. The Principal?s visit to the UGC office New Delhi with the in-house UGC team for an interface meeting led to the release of the residual CPE grants and the institution is planning its utilization as per allocation directives.