



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		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
<b>2. Institutional Status</b>		

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.	03324408085
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)	<a href="http://www.ladybrabourne.com/AQARNEW/AQAR2017-18/AQAR17-18">http://www.ladybrabourne.com/AQARNEW/AQAR2017-18/AQAR17-18</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.ladybrabourne.com/AQARNEW/AQAR2018-19/Calendar2018-19">http://www.ladybrabourne.com/AQARNEW/AQAR2018-19/Calendar2018-19</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	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

<b>6. Date of Establishment of IQAC</b>	15-Jun-2007
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### 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
Two day educational	03-Sep-2018	55

programme with SRFTI	2	
One day seminar on epic character of Draupadi	24-Aug-2018 1	78
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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	2018 365	72546
Lady Brabourne College	Minor Research Project	UGC	2018 365	233000
Lady Brabourne College	Junior Research Fellowship	UGC	2018 365	387330
Lady Brabourne College	State Grant	West Bengal Government	2018 365	21998619
Lady Brabourne College	CPE II (2nd 3rd installment)	UGC	2018 365	2928000
Lady Brabourne College	Maintenance	WB State Government	2018 365	48808231
Lady Brabourne College	Major Research Project	DST-SERB	2018 365	4212000
Lady Brabourne College	DBT STAR College	DBT, GOI	2018 365	6800000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

- Formation of Central Tabulation Committee to seamlessly organize digital marks upload using new software introduced very newly by the University of Calcutta.
- AISHEE upload
- Conducting Academic Audit to assess absorption of new CBCS Curricula across 19 disciplines and both PG and UG programmes.
- NIRF Registration and upload
- Value Education Programme by using Performing art conducted

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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
<p>a) Understanding the teaching methodology and evaluation procedures of the prospective CBCS curricula to be disseminated on and from July 2018. Workshops and Lectures were already underway as part of the sensitization plan. b) Academic Audit as an internal mechanism to be exercised to assess the absorption of the CBCS process and procedure. c) Proposal of Academic seminar, workshops and visits e.g. National Level seminar by Urdu, SRFTI, IQAC and PG department Two Day Educational Programme, Seven Day Workshop on Women Progression by Dept of Bengali</p>	<p>a)Academic Audit conducted and advisories issued by the Principal and audit team members as to more student friendly, semester oriented teaching methodologies. b)Academic Audit conducted and identification of weak areas with IQAC mentoring facilitated. c)All the seminars, workshops and visit conducted successfully and funds transparently utilized and UC submitted.</p>

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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

2019

Date of Submission

22-Feb-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description 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

The Institution is in the process of absorbing the introduction of the CBCS syllabus by the University of Calcutta since July 2018 across both PG and UG programmes in Arts and Science streams in Semester Examination format. The Institution prepared itself by restructuring the syllabus with Semester time frame in mind. Teachers organized syllabus in concise capsules, preparing handouts and presentations for clear communication and timely completion. ICT tools have become more necessary. Common mail i.ds are used to send study material and also assess assignments. The Internal Examinations have structured itself to have MCQs and short question tests to familiarize students for competitive examination. Examination Conducting committees are following the guidance of IQAC to set up a seamless digitized system by using the University software for all exam related administrative processes from registration, admit card download to marks upload for tests conducted at the college end. All back copies are being preserved centrally and at the departmental level for ready reference.

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

01/07/2018

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
BA	NIL	01/07/2018
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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	UG	02/07/2018
BSc	UG	02/07/2018
MA	PG	13/08/2018
MSc	PG	13/08/2018

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

	Certificate	Diploma Course
Number of Students	42	328

**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'	27/08/2018	4
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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	Project Program (DBT-STAR Program): Training on different technologies followed in fish farming and rearing and application of different biotechnological processes for improvement in the productivity of fish. Venue: Vivekananda Institute of Biotechn	24
BSc	Project Program (DBT-STAR Program): Departmental workshop for the students of UG Semester III Topic: "Water quality analysis" Date: 25th and 26th September, 2018.	16

BSc	Project Program (DBT-STAR Program): Interdisciplinary workshop for the students of UG Semester II (Chemistry and Physics) Topics: • Application of Microscopy, Chromatography and other biochemical techniques for detection of Food adulteration • Dete	42
BSc	Field Project: An educational tour to Manas National Park to study the grassland and forest biome and the faunal biodiversity submitted in the form of a field report as part of B.Sc. Honours syllabus. Topic:Ecosystem and its biodiversity assessment (	21
BSc	Project Program (CPE Program): Year long Project work for the students of UG Semester III Topic "Study of the Littoral Zone biodiversity of Mangrove Swamps of Sundarbans"	24
BSc	Educational Excursion to IISER Kolkata	27
BA	CPE II Project on the Sunderbans: Lives, Livelihood and the Battle for survival.	3
MSc	Field Project of M.Sc Semester III , conducted on Sept 2018. Title - Impact of Digha on the surrounding villages- A case study of JagadishpurMouza.It is a part of their syllabus	26
BSc	Field Project of B.Sc part-III (following their syllabus) on 2018. Title was Socio Economic Analysis of Jagadish Village in Purba Midnapore District in West Bengal	30
BSc	Measuring social attitude towards Transgender	9

People

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### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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
MSc	All Science subjects	147	1000	128
MA	All Arts subjects	50	1000	41
BSc	All Science subjects	349	4719	235
BA	All Arts subjects	404	3657	252

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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
2018	1764	345	31	0	60

### 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	Number of smart classrooms	E-resources and techniques used
91	83	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 e.g. Mamata Pakhira of the department of Sociology who overcame the challenges of belonging to a marginal community to successfully enter mainstream society because of continuing education. Different need faced 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
1764	91	11938

## 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	92	19	1	73

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
2018	Professor Siuli Sarkar	Principal	Siksha Ratna by Government of West Bengal
2018	Professor Siuli Sarkar	Principal	Zee 24 Ghanta for excellence in education
2019	Dr. Manasi De	Associate Professor	Michael Madhusudan Lifetime Achievement Award for Editor and Best Composer 2019
2018	Dr. Natasa Dasgupta	Associate Professor	Outstanding paper award: 3rd Regional Science and Technology Congress, Southern

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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
MSc	PG	Sem IV	22/06/2018	17/08/2018
MA	PG	Sem IV	07/06/2018	21/09/2018
BSc	UG	Sem II	12/07/2019	30/08/2019
BA	UG	Sem II	11/07/2019	30/08/2019
BSc	UG	Sem I	19/12/2018	08/02/2019
BA	UG	Sem I	19/12/2018	08/02/2019
BSc	UG	Part III	03/06/2019	26/06/2019
BA	UG	Part III	03/06/2019	26/06/2019

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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. CBCS curricula require Internal Assessment examinations designed by the Board of Studies of different disciplines. The college has been consistently designing its teaching methodology to cater to the new curricula and examination process. Short class tests are conducted to make students aware of the new semester 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 rigours of the semester 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 the college follows the university directives and plans, its teaching and evaluation processes accordingly. All other activities of the college such as value education, cultural activities are fitted in with reference to the academic activities.

**2.6 – Student Performance and Learning Outcomes**

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

<http://www.ladybrabourne.com/AOARNEW/AOAR2018-19/Ranklist2018-19>

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
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PG	MSc	SEM IV	136	136	100
PG	MA	SEM IV	35	35	100
UG	BSc	SEM I	236	210	88.98
UG	BA	SEM I	256	180	70.31
UG	BSc	Part II	223	204	91.48
UG	BA	Part II	253	229	90.51
UG	BSc	Part III	213	197	92.43
UG	BA	Part III	233	182	78.11
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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/AOARNEW/AOAR2018-19/SSS2018-19>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	365	DST-SERB	42.12	42.12
Minor Projects	365	UGC	2.33	2.33
Major Projects	365	UGC	0.72	0.72
Any Other (Specify)	365	UGC JRF	3.87	3.87
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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
Visit to Pepsico India Private Limited, Dhulagarh, Howrah	Economics	28/09/2018
Industry Visit to Mother Dairy	Microbiology	26/03/2019
Visit to Vivekananda Institute of Biotechnology, Nimpith by the undergraduate students of Zoology dept. as part of DBT-STAR College Program to learn about setting up of small fisheries, fish rearing and management, latest techniques in commercial bre	Zoology	09/10/2018

A DBT sponsored departmental workshop Title: "Water quality analysis"	Zoology	25/09/2018
A DBT sponsored Interdepartmental workshop Title: • Application of Microscopy, Chromatography and other biochemical techniques for detection of Food adulteration • Determination of Blood group	Zoology	26/03/2019

### 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
Jagadis Bose National Science Talent Search BigyaniKanyaMedhaBritti, 2018	Pousukhi Bagchi, B.Sc. 2nd year Hons student	Government of West Bengal	26/10/2018	Science
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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	01/07/2018
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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
English	2
Geography	4
Microbiology	1

### 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)
International	Statistics	1	2.8
National	Zoology	4	3.33
International	Mathematics	2	0
International	Microbiology	3	6.77

International	Economics	1	0
International	Zoology	1	5.97
International	Botany	2	7.75
International	English	1	0
International	Physics	3	2.47
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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
Zoology	1
Microbiology	5
Economics	1
Philosophy	1
Geography	1
Urdu	2
English	3
Political Science	4
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Comparative analysis of Cadmium induced stress responses by aromatic and non-aromatic rice genotypes in West Bengal	Bratati Chakraborty	Environmental Science and Pollution Research	2018	0	Lady Brabourne college	0
Impact of multivariate normality assumption on multivariate process capability indices	Moutushi Chatterjee	Communications in statistics - Case studies, data analysis and applications	2018	0	Lady Brabourne College	0

Mathematical and Computational Applications in Physical Chemistry	Sukanya Chakrabarti	Programming with FORTRAN	2019	0	Lady Brabourne College	0
Simple Diastereoselective Synthesis of (2S,2R,3R,4S)-2,3-Diphenylspiro[chroman-3,2-oxiran]-4-ols and (2S,2S,3S,4S)-2,3-Diphenylspiro[chroman-3,2-oxiran]-4-ols	Haimanti Mallik	Organic Preparations and Procedures	2018	0	Lady Brabourne College	0
Simple correction to bandgap problems in IV and III-V semiconductors : an improved, local first-principles density functional theory	Chhanda Basu Chaudhuri	J.Phys, Condens Matter, 31	2019	0	Lady Brabourne College	0
Monte Carlo study with reweighting of uniaxial nematic liquid crystals composed of biaxial molecules	Sudeshna DasGupta	Physical Review E	2019	0	Lady Brabourne College	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self	Institutional affiliation as mentioned in
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					citation	the publication
Comparative analysis of Cadmium induced stress responses by aromatic and non-aromatic rice genotypes in West Bengal	Bratati Chakraborty	Environmental Science and Pollution Research	2018	74	0	Lady Brabourne College
Monte Carlo study with reweighting of uniaxial nematic liquid crystals composed of biaxial molecules	Sudeshna DasGupta	Physical Review E	2019	6	0	Lady Brabourne College
Pressure-induced phase transitions in liquid crystals: A molecular field approach.	Sudeshna DasGupta	Physical Review E	2018	6	0	Lady Brabourne College
Simple correction to bandgap problems in IV and III-V semiconductors : an improved, local first-principles density functional theory	Chhanda Basu Chaudhuri	J.Phys, Condens Matter, 31	2019	4	0	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/Semina	16	22	27	27

rs/Workshops				
Presented papers	14	12	4	0
Resource persons	2	13	8	2
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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
Volunteers have an interactive session with Rumki Roy, Business Development Assistant, HLL Lifecare Ltd, on personal Hygiene on 13.09.2019	NSS	2	36
Volunteers took part in "Banmahotsav" and planted trees on 28.08.2018	NSS	2	28
Activities of Regular Camp The volunteers of NSS Unit - I and II have celebrated Yoga Divas on 21.06.2018 Campus Cleaning Programme took place on 14.08.2018.	NSS	2	32
On 8.3.2019 attended a seminar organised by the Women's Studies Centre, Lady Brabourne College on Women's Empowerment and Women's Education	NSS	2	25
on 7.3.2019. Interactive session on "How to combat stress and depression in the twenty first century", with eminent	NSS	2	30



psychologist Dr.Srimati Biswas			
On 5.3.2019 participants attended a seminar on Bio-Diversity and Wildlife Preservation by eminent conservationist Sri Ganesh Choudhury	NSS	2	27
Activities of Special Camp i)For 7 days 1)Collection and distribution of clothes among street dwellers 2)awareness about cleanliness, personal hygiene and preventive measures against dengue and malaria 3)cleaning of college campus	NSS	2	36
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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
0	0	0	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 activities	Number of students participated in such activities
Environment Education	WWF, INDIA	Participated as a commendable volunteer from July-September, 2018 in the different programs organized by WWF-India	0	1
Environment Education	WWF, INDIA	Internship with Environment Education Division from 16.4.2018 to 16.7.2018 Registered	0	1

		working volunteer of WWF-India WBSO		
Plastic Cleaning Campaign	WWF, INDIA	Plastic Cleaning -Participated as a commendable volunteer for Campaign from May, 2018 - Aug, 2018	0	1
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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	0	0	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	01/07/2018	30/06/2019	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	01/07/2018	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
317.26	317.26

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

Campus Area	Existing
Class rooms	Existing
Seminar Halls	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
<a href="#">View File</a>	

#### 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 partially)	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	33047	24415053	30	98030	33077	24513083
Reference Books	66033	0	245	0	66278	0
e-Books	11	95817	0	0	11	95817
Journals	525	211137	22	11770	547	222907
e-Journals	0	5903	0	5903	0	11806
Digital Database	46	91641	0	0	46	91641
CD & Video	146	0	3	0	149	0
Others (specify)	5208	0	65	0	5273	0
Library Automation	0	0	10010	100000	10010	100000

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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
NIL	NIL	NIL	01/07/2018

No file uploaded.

#### 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	320	104	320	238	0	45	254	15	3

Added	18	10	18	8	0	0	0	10	0
Total	338	114	338	246	0	45	254	25	3

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

25 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	<a href="#">NIL</a>

#### 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 incurred on maintenance of physical facilities
440.11	440.11	47.97	47.97

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 fund of Institution	25	75000
Financial Support from Other Sources			
a) National	Different West Bengal State and Central Government Scholarships Central Go	263	5972600
b) International	NIL	0	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counseling	27/04/2019	33	Dr. Sreemati Biswas (Psychological counsellor)
Psychological Counselling (Group Session)	16/03/2019	70	Dr. Sreemati Biswas (Psychological counsellor)
No file uploaded.			

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 passed in the comp. exam	Number of students placed
2018	Career counseling	0	717	0	0
No file uploaded.					

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
1	1	30

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
10	717	0	NIL	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	26	B.A. SOCIOLOGY	SOCIOLOGY	UNIVERSITY OF CALCUTTA 2. PRESIDENCY UNIVERSITY 3. BENARAS HINDU UNIVERSITY 4. SAVITRI BAI PHULE	M.A. SOCIOLOGY

				UNIVERSITY, PUNE 5. RABINDRA BHARATI UNIVERSITY 6. ST. XAVIERS UNIVERSITY 7. JAWAHARLAL NEHRU UNIVERSITY	
2018	17	B.Sc. ZOOLOGY (H)	ZOOLOGY	C.U., IIT ROORKEE, BHU, PUNE UNIVERSITY, UNIVERSITY OF HYDERABAD, NIRMA UNIVERSITY AHMEDABAD	M.Sc. ZOOLOGY
2019	23	B.Sc. Statistics (H)	STATISTICS	C.U., J.U.	M.Sc. STATISTICS
2018	17	B.Sc. Microbiology (H)	MICROBIOLOGY	Lady Brabourne College, Mic robiology-1 St. Xavier's College-6 IIT Bombay-2 C.U.Biochem, Genetics, Mi crobiology, Biophysics-5 Pondicherry University-1 NIBMG-1 IACS -1	M.Sc.MICROBI OLOGY
2019	10	M.Sc. MATHEMATICS	MATHEMATICS	WBUTTEPA=7,V ISVABHARATI= 1, BU=1 JU	B.Ed., Ph.D
2019	8	B.Sc. Mathematics (h)	MATHEMATICS	CU JU JU RCCIIT RBU	M.Sc., MCA, DANCE
2018	32	B.Sc. ECONOMICS (H)	ECONOMICS	JNU, JU, CU, Madras School of Economics, Warwick University	M.Sc. ECONOMICS
2018	6	M.Sc. CHEMISTRY	CHEMISTRY	University of Houston (U.S.A),	Ph.D.

				University of Iowa (U.S.A), J.U	
2018	17	B.Sc. CHEMISTRY (H)	CHEMISTRY	IIT, ISM, various universities in India	M.Sc.CHEMISTRY
2019	7	B.SC.PHYSICS (H)	PHYSICS	Calcutta University-2 students IIT Guwahati -1 Delhi University-1 JNU Delhi-1 Jadavpur University-1 ISER Kolkata-1	M.Sc. PHYSICS
<a href="#">View File</a>					

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	20
SLET	2
GATE	11
GMAT	1
CAT	1
GRE	6
TOFEL	3
Any Other	14
No file uploaded.	

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

Activity	Level	Number of Participants
Intra College Cultural Competition	UG and PG	140
Annual Sports	UG and PG	180
No file uploaded.		

### 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
2018	Certificate in the State Senior	National	1	0	0	Ananya Bera

	Swimming Championship					
2018	3rd prize in 400mt & 200mt Swimming Inter college competition	National	1	0	0	Ananya Bera
2018	1st Prize in Eastern Solo Dance Creative	National	0	1	0	Chandramouli Patra
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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 primary objectives of the Alumni Association is 1. To promote fellowship and to establish , renew, and maintain contact among old students, old teachers, non-teaching staff of the Lady Brabourne College. 2. To arrange and organize Lectures, Debates, Discussions, Seminars Excursions. 3. To promote and encourage Literary and Cultural activities and Social Services. 4. To carry on the advancement of education in any form. 5. To provide financial and medical relief for the poor and needy students, scholars or old pupils. 6. To help aged, sick, helpless persons connected or associated with Lady Brabourne College.To undertake welfare projects.To provide assistance for study and research at any level , including grant of stipends, scholarships. 7. To raise funds and to collect donations and subscriptions for the purpose of the society. 8. To acquire ,purchase, take on lease or otherwise any establishment, land, building, and all kinds of movable properties required for the society.To do all acts, deeds, matters and things as may be deemed incidental or conducive to the foregoing objectives. 9. To initiate or assist in initiation of any activities that may directly or indirectly be beneficial to the college and to the students, staff, ex-students, in upholding the tradition of excellence of the Lady Brabourne College, Kolkata. 10. To regularly maintain update a register of ex-students and of the former teachers of the college.

5.4.2 – No. of enrolled Alumni:



460

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

34500

5.4.4 – Meetings/activities organized by Alumni Association :

An outreach programme was organised by the Alumni Association on 31st August, 2018. Fifty underprivileged children were invited and food packets were distributed to them. Two donations of Rs.25,000 each were handed over to Smt. Alakananda Roy who runs a school for the children of the convicts of Alipore Jail and to Smt. Ushashree Chakraborty, a victim of blood cancer who needed bone marrow transplant. 2. Smt. Dipika Chakraborty, an alumna of Lady Brabourne College has sponsored two scholarships of Rs.50,000 each to two meritorious but needy students of the Geography Department, one from UG Section (Smt. Maitri Das and the other PG recipient (Raktima Chakraborty) 3. On 29th September, 2018, Rekha Chandra Memorial endowment Lecture, sponsored by our Alumni association and organised by the Department of Geography was held. 4. On 1st March, 2019, the annual fund raising programme was organised. A dance drama Karunadharayesho based on Rabindranath Tagore's Shyama was staged by Om foundation. The publication of the Association Sharanya to commemorate the Silver Jubilee was formally released by the Dr. Chitra Ghosh, retired Prof. of Political Science. 5. The Annual General Meeting was held on 5th July, 2019 where election of the new committee was conducted and Smt. Ajanta Chaudhuri was elected as the President. 6. A Seminar was organised on Counselling: the problem solver in life. The speaker was Prof. Nilanjana Sanyal, Head of the Department, Psychology, university of Calcutta.

## 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)

a) Case Study: Implementation of CBCS in terms of digital mechanism. i) The Principal, IQAC Coordinator and Heads of Dept prepared projection of in house management of Internal Assessment Process with only basic indicatives available. The strategy was planned in September 2018 for November 2018. ii) The Principal declared adjustment of the Puja vacation so that University deadline for uploading may be kept. iii) The IQAC recommended setting up of a Central Tabulation Committee (CTC) with a dedicated email id earmarked dedicated computers in the IQAC Office to collect IA data from across the College. iv) Periodic sensitization of departments carried out by the IQAC Coordinator the Teachers' Council Secretary. v) By 3rd week of November IA data was posted in the CTC mail account. vi) The University opened portal 3 days ahead of closure. By 30th of November, 2018 a team of teachers led by IQAC members monitored by the Coordinator successfully uploaded marks to ensure the College's full absorption of the CBCS system. b) Autonomous Courses of Post Graduate departments in pre CBCS system 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
Admission of Students	Follow the directives of University of Calcutta and Govt. of West Bengal.
Industry Interaction / Collaboration	? Industry Interaction / Collaboration Educational/ Industrial visits are undertaken in many Lab-based subjects.
Human Resource Management	Meetings with senior teachers in the Principal's chamber decides issues. College is not the recruitment or appointing authority.
Library, ICT and Physical Infrastructure / Instrumentation	? 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( <a href="http://www.lbclibrary.org">www.lbclibrary.org</a> ) 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. • 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. • 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 had been extended into a 15 Mbps leased line. • Extension of the network of the campus to Roma Chaudhuri Building by Fibre Optic Connection from Principal's Office in 2018-19. Upgradation of the already existing internet line of 15 Mbps bandwidth to a bandwidth of 25Mbps.

Research and Development

? 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.

Examination and Evaluation

? Examination and Evaluation The college is affiliated to the University of Calcutta and follows its curricula and Examination guidelines. CBCS curricula require Internal Assessment examinations designed by the Board of Studies of different disciplines

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.

Curriculum Development

The college is affiliated to the University of Calcutta and follows its curricula and Examination guidelines. CBCS curricula require Internal Assessment examinations designed by the Board of Studies of different disciplines. The college has been consistently designing its teaching methodology to cater to the new curricula and examination process. Short class tests are conducted to make students aware of the new semester 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 rigours of the semester system of study and fare well at the University level.

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

E-governance area	Details
Finance and Accounts	<p>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</p>

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 Education Management Software in operation in the pre-CBCS system in some PG departments is an instrument of maintaining student profile, and progression and is integral to academic planning and development. 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. 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. • 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**

The On-line Self Appraisal Report filling up and submission mechanism introduced by WBIFMS and managed by its appointed vendor is an e-governance initiative in which Lady Brabourne College actively engaged itself and thus entered into the zone of real-time e-governance. 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
2018	NIL	NIL	NIL	0
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Workshop on data Analysis	NIL	03/05/2019	03/05/2019	57	0

2018	A DBT Sponsored Faculty Improvement Program on "Use of Various Biodiversity indices in Ecosystem and Biodiversity assessment"	NIL	06/12/2018	06/12/2018	5	0
2018	NIL	A DBT sponsored training program for the non-teaching staff of the Department of Zoology on • Preparation of medium for Drosophila culture and maintenance of the culture. Preparation of paraffin blocks for tissues for microtomy and operation of Mic	03/09/2018	04/09/2018	0	2
2018	NIL	DBT Staff training Programme of the department of Microbiology: Training on operation of distillation unit	14/07/2018	14/07/2018	0	1

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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
Refresher Course	2	07/01/2019	30/01/2019	24
Refresher Course	1	14/11/2018	05/12/2018	22
Short term course on Counselling Stress Management at JU	1	03/01/2019	09/01/2019	7
Short Term Course on Workshop on MOOCs E-Learning: Issues, Prospects, Problems at JU	1	15/01/2019	21/01/2019	7
Refresher Course	1	22/11/2018	12/12/2018	21
MOOCs, e - content development and open Educational Resources	1	19/03/2019	25/03/2019	7
Orientation program	1	04/09/2018	03/10/2018	30
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	5	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <li>• Being a fully government institution all employees enjoy the privilege of Government Health Scheme SasthyaSathi Programme.</li> <li>• Loans from GPF very easily made available through single window service of Principal's Office.</li> <li>• LTC are available as per WBSR.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Being a fully government institution all employees enjoy the privilege of Government Health Scheme Sasthya Sathi Programme.</li> <li>• Loans from GPF very easily made available through single window service of Principal's Office.</li> <li>• LTC are available as per WBSR.</li> <li>• Medical Leave per</li> </ul>	Principal's Welfare Fund, WBMDFC Post Matric Scholarship, West Bengal Govt. Merit Cum Means Scholarship, INSPIRE Scholarship, DPI Half/Full Free Scholarship, KanyashreePrakalpa, Sheela Kanoria Scholarship etc.

Medical Leave per year 20 days full pay. • Maternity Leave • CCL available at Principal's discretion.	year 20 days full pay. • Maternity Leave • CCL available at Principal's discretion.
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#### 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
Delhi Alumni Association Donation Scholarship	5000	To support the academic endeavour of the needy students of our college.
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

5000
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#### 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 ( UGC, DBT, DST ) is done by reputed Chartered Accountants.	Yes	Senior faculty members selected by the 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. Understanding the teaching methodology and evaluation procedures of the prospective CBCS curricula to be disseminated on and from July 2018.
2. Conducting Academic Audit to assess absorption of new CBCS Curricula across 19 disciplines and both PG and UG programmes.
3. NIRF Registration and upload.
4. • Formation of Central Tabulation Committee to seamlessly organize digital marks upload using new software introduced very newly by the University of Calcutta.
5. Proposal of Academic seminar, workshops and visits.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
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
2018	The IQAC, Alumni association of Lady Brabourne College the P.G Department of English jointly presented Smt Bijoylakshmi Burman, noted performing artist and an alumnus of Lady Brabourne college, in an initiative to motivate women empowerment.	24/08/2018	24/08/2018	24/08/2018	68
2018	A two-day educational	03/09/2018	03/09/2018	04/09/2018	50

Programme on Exploring New avenues: Film Studies and Career Planning was held under sponsorship of the Higher Educational Department, Govt. of West Bengal by the IQAC in collaboration with the SRFTI and the department of English

2018	An Awareness Programme was held on 'Conducting Talent Search Test (STST) and BigyaniKanyaMedhaBritti (BKMB)' organised by Jagadis Bose National Science Talent Search (JBNSTS), Kolkata, for first year students,	20/07/2018	20/07/2018	20/07/2018	123
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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 workshop on Gender Sensitization was organized in	29/08/2018	29/08/2018	65	5

collaboration with 'Prantakatha', an NGO that works on developing youth leadership				
Dr. Basabi Chakraborty, Head and Coordinator of the Dept of Sociology, RBU, was invited to deliver a talk on 'Vows and Rituals of Bengal: Social and Feminist Perspectives' on.	20/09/2018	20/09/2018	57	0
A seminar cum workshop on 'Violence against Women' was organized in collaboration with the Dept of Sociology, RBU and the Dept of History, DHWU. A panel discussion on Violence against Women - A Perennial Social Problem?	27/11/2018	27/11/2018	50	0
Foundation Day and International Women's Day was celebrated by organizing a seminar 'Towards Equality, Towards Change' - in keeping with the UN's theme of 'Think Equal, Build Smart, Innovate for Change	08/03/2019	08/03/2019	75	1

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

Alternate Energy initiatives such as: Solar Power: Period of Study: September 2018 to May 2019 Power requirement met by renewable energy sources: 10,195 kWh Total power requirement: 1,71,123 kWh Renewable energy source: Solar Panel of 17.5 kWp Renewable energy generated and used: 10,195 kWh Energy supplied to the grid: Nil Total Power Requirement during the Period September 2018 to May 2019: 1,71,123 kWh Power Requirement met by Renewable Energy Sources (Solar Panel of 17.5 kWp): 10195 kWh Percentage of Power Requirement of the Institution met by the Renewable Energy Sources: 5.96 Formula:  $\frac{\text{Power requirement met by renewable energy sources}}{\text{Annual power requirement}} \times 100$

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1764
Provision for lift	Yes	100
Ramp/Rails	Yes	1764
Braille Software/facilities	No	0
Rest Rooms	Yes	100
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	01/07/2018	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	30

thereby enabling the students to interact with the marginalised sections of the society.

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

Title	Date of publication	Follow up(max 100 words)
ACADEMIC CALENDAR	17/06/2019	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 (WBSR)

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
The IQAC, Alumni association of LBC, P.G Deptt of English jointly presented Smt Bijoylakshmi Burman, noted performing artist and an alumna of LBC in an initiative to motivate women empowerment as a part of Value Education Programme.	24/08/2018	24/08/2018	68

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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

7.2 – Best Practices

## 7.2.1 – Describe at least two institutional best practices

**Best Practice: 1 Solar Power Project Implementation in Collaboration with WBREDA** is a Green energy Initiative of the College Lady Brabourne College has taken up a project to make a humble beginning in utilizing nature's gift of solar energy in meeting ever increasing demand of electricity to some extent. Under this project, in October, 2018, we have installed a Grid Connected Rooftop Solar Photovoltaic system (GRTSPV) having capacity 17.5 kWp using the fund received under CPE phase II scheme. This project has been implemented in our college under the active supervision of Department of Physics. The Grid Connected Rooftop Solar Photovoltaic System with capacity 17.5 kWp has been connected to an existing electricity line having maximum power consumption in our college. The system is running successfully for the last ten months and the electricity bill for that particular meter has been reduced significantly compared to that of the corresponding time period in the previous year. In this context it may also be pointed out that so far our Renewable Energy Source i.e. Solar Photovoltaic system has met 6 of the total power requirement of our college.

**SIGNIFICANT FALL IN UNITS CONSUMED (in KWH) AS PER CESC BILL Best Practice2: Principal's Welfare Fund** In order to support the less privileged section of the students of the institution, a Principal's Welfare Fund was created in September 2012. All teaching staff voluntarily contribute every month and constitute this fund to assist students to apply for financial aid. So far 20 students have been provided financial assistance for payment of tuition fees, hostel fees, medical expenses and participation in educational excursions. Amounts ranging from Rs 2250/- to Rs 150000/- have been disbursed from this fund, depending upon the requirement of the individual applicant, gravity of the crisis and their economic condition.

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/AOARNEW/AQAR2018-19/BestPractices2018-19>

## 7.3 – Institutional Distinctiveness

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

The institution was established with a vision to facilitate emancipation of women from the minority communities through higher education. Through the years, the College has adopted and implemented various measures to cater to the changing needs of young women in this respect. It has a thriving Women's Studies Center, organizes Value Education seminars, gender sensitization workshops and physical education classes and a psychological counseling cell on the one hand, and on the other, has an active Career Counseling Cell and offers Diploma Courses outside the university curriculum in Spanish, Multimedia and Animation, Public Relations and Advertising and Computer Applications to make its students better equipped to enter the professional arena in the future. Apart from stressing on intellectual growth, physical fitness is also seen as crucial to women's development. The institution through its well equipped gymnasium, yoga classes, and karate classes ensures that this very important aspect of the growth of young women is not overlooked. Traditionally, the college has placed equal stress on academic as well as extracurricular activities. Every year, cultural competitions are organized which include competitions in debating, elocution, poster making, dance and singing in which enthusiastic and inclusive participation is encouraged. Besides, the college holds an annual cultural program on its prize giving day, where a full fledged cultural program is put up by the students to showcase their budding talents in the arts. Good performance in any sphere is acknowledged and encouraged through the elaborate and extensive system of prizes the college has. There are prizes



not only for academic performance but also for performance in other fields to encourage students to strive for excellence in whatever they do. Women's education ultimately is not for women alone, but aims at putting women at the frontier of social change. To that end the institution has introduced various novel initiatives to increase social awareness among its students. The students are encouraged not only to think of individual development but also collective progress. NSS campaigns, Night School for less privileged children of the locality, cleaning initiatives in the nearby areas, initiatives for environmental awareness and a green and clean premises and locality are an important part of the holistic training the college imparts to its students. Tireless striving for excellence in all spheres, self respect, self sufficiency, discipline and social responsibility are the principal values the college wishes to inculcate in its students. It aspires to prepare strong, capable women who would be assets to the society and the nation, and who would further transmit these values to the future generations.

Provide the weblink of the institution

<http://www.ladybrabourne.com/photo-gallery>

### **8.Future Plans of Actions for Next Academic Year**

1. To prepare for NIRF as a mandatory year long exercise 2. To prepare for NAAC in the 3rd cycle to sustain a system of self assessment among the institutional events. 3. Further assimilation of CBCS teaching-learning to improve dissemination of knowledge. 4. To reorganise academic Audit and student feedback system to suit new evaluative indicators.