Annual Quality Assurance Report 2013-14

Lady Brabourne College

Govt. of West Bengal, Kolkata

LADY BRABOURNE COLLEGE
KOLKATA

ANNUAL QUALITY ASSURANCE REPORT

2013-14

PART – A

1.   Details of the Institution

1.1   Name of the Institution

> **LADY BRABOURNE COLLEGE**

1.2   Address Line 1 :

> P1/2 SUHRAWARDY AVENUE

Address Line 2 :

> KOLKATA - 700 017

City/Town :

> KOLKATA

State :

> WEST BENGAL

Pin Code :

> 700 017

Institution e-mail address :

> prl@ladybrabourne.com

Contact Nos. :

> 033-22897720

Name of the Head of the Institution :

> Prof. Siuli Sarkar

Tel. No. with STD Code :

> O: 033-22897720, R: 033-24408085

Mobile :

> 9830111872

Name of the IQAC Co-ordinator :

> Dr. Indrani Choudhuri Dutt

Mobile :

> 9339751146

IQAC e-mail address :

> i.choudhuridutt@gmail.com

1.3 NAAC Track ID *(For ex. MHCOGN 18879)*   WBCOGN1275

1.4 NAAC Executive Committee No. & Date :
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/39/53

1.5 Website address :

www.ladybrabourne.com

Web-link of the AQAR:

http://www.ladybrabourne.com/AQAR2013-14.pdf

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	8.535/10	2006	
2	2nd Cycle	A	3.2/4	2014	
3	3rd Cycle	NA	NA	NA	NA
4	4th Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC : DD/MM/YYYY

15.06.2007

1.8 AQAR for the year *(for example 2010-11)*

2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

  i.   AQAR _2009-10 submitted to NAAC on 21/04/2014 (DD/MM/YYYY)
  ii. AQAR_2010-11 submitted to NAAC on 21/04/2014 (DD/MM/YYYY)
 iii. AQAR_2011-12 submitted to NAAC on 21/04/2014 (DD/MM/YYYY)
 iv. AQAR_2012-13 submitted to NAAC on 21/04/2014 (DD/MM/YYYY)

1.10   Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes ☑   No ☐

Constituent College   Yes ☐   No ☐

Autonomous college of UGC   Yes ☐   No ☐

Regulatory Agency approved Institution   Yes ✓   No
(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education   Men   Women ✓

         Urban ✓ Rural   Tribal

Financial Status   Grant-in-aid ✓ UGC 2(f) ✓ UGC 12B ✓

         Grant-in-aid + Self Financing ✓ Totally Self-financing

1.11 Type of Faculty/Programme

Arts ✓   Science ✓ Commerce   Law   PEI (Phys Edu)

TEI (Edu)   Engineering   Health Science   Management

Others   (Specify)

> .

1.12   Name of the Affiliating University *(for the Colleges)*   University of Calcutta

1.13   Special status conferred by Central/ State Government — UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   -

University with Potential for Excellence   -   UGC-CPE   ✓

DST Star Scheme   -   UGC-CE

UGC-Special Assistance Programme   -   DST-FIST   ✓

UGC-Innovative PG programmes   -   Any other *(Specify)*   DBT Star Scheme

UGC-COP Programmes   -

2. IQAC Composition and Activities

2.1   No. of Teachers | 14 |

2.2   No. of Administrative/Technical staff | 01 |

2.3   No. of students | 01 |

2.4   No. of Management representatives | 01 |

2.5   No. of Alumni | 00 |

2. 6   No. of any other stakeholder and | 01 |
community representatives

2.7   No. of Employers/ Industrialists | 00 |

2.8   No. of other External Experts | 01 |

2.9   Total No. of members | 06 |

2.10   No. of IQAC meetings held | 19 |

2.11   No. of meetings with various stakeholders :   No. | 0 | Faculty | 0 |

Non-Teaching Staff Students | 0 | Alumni | - | Others | - |

2.12   Has IQAC received any funding from UGC during the year?   Yes | | No | ✓ |
If yes, mention the amount

2.13   Seminars and Conferences (only quality related) | 3 lakh (initial funding) |

(i)   No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | 01 | International | | National | | State | 01 | Institution Level | |

(ii)   Themes | Complexities of modern life, the significance of human relationships and the importance of values in today's world |

2.14   Significant Activities and contributions made by IQAC

- 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. A healthy body inspires a healthy mind. Very recently the IQAC interacted with the convener of the Athletic Committee to encourage the formation of a Throwball team; it also responded to student demand for yoga classes and initiated a dialogue to induct a qualified yoga teacher.

- The State Government guided by UGC norms has recognized the role of the IQAC by including its participation as an internal sanctioning authority of Career Advancement Scheme (CAS). The IQAC is doing its duty sincerely.

- The IQAC comprising of Senior Faculty members headed by the Principal cover the aspect of research promotion in its regular meetings. Whenever need arises the IQAC keeps open the option of expert consultation. In this year IQAC takes a mission **to open PG course in Bengali** and applied to University of Calcutta. The college has already obtained the sanction from CU and from the coming session (2014-15), PG Course in Bengali will be started.

- The IQAC is very active in the College since the previous NAAC. It meticulously takes note of progress and regress and publishes AQARs which are kept ready in the Principal's chamber and are at the disposal of the Governing Body and any Government, UGC and Calcutta University Inspection teams on any visits that take place. Any suggestion made at any point of time is given consideration and met to the best of the Institution's non-autonomous scope.

- Additionally, after evaluation by NAAC in 2006, the IQAC assists the Principal in chalking out
  a)   Academic programmes, including identification of research areas.
  b)   Infrastructural blue prints related to academic progression & campus management.
  c)   Value Education programmes.
  d)   Authentication of data by incumbent applying under CAS (Career Advancement Scheme) by IQAC Convenor.

- The GB and IQAC meet at regular intervals to monitor the implementation of the programmes. The IQAC plays a more active role because the standing Cell consists of present teachers headed by the IQAC Co-ordinator, who survey the entire college and engages in motivating the Faculty and students to realize the targets while fulfilling regular academic obligations. The IQAC also assists the Principal in following up with government authorities issues of funding and infrastructural development.

- There is a constant and vigilant system of monitoring progress in which the Principal is always actively engaged and there is a live consultation between the Principal, the TCS (Secretary, Teachers' Council), Coordinator, IQAC, Conveners of UGC Committees and all the Heads as also those seniors in charge of key areas. The Librarians, the Hostel super and the Head Clerk are always in touch if policies concern their jurisdiction. Annual Reports are prepared and all

progres is documented; if targets remain unfulfilled immediately the projection for the coming year is modified at the IQAC level.

- This year **IQAC has taken a decision to go for evaluation by NAAC for the second cycle of accreditation**. The 'Letter Of Intent' has already been sent to NAAC on 21.1.2014. As a part of the LOI requirement, we have uploaded 'Self Study Report 2014' of our college in our website on 08.05.2014. Currently we are actively involved in preparing ourselves for evaluation by NAAC.

2.15   Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Preparation for introducing PG course in Bengali.	1. PG course in Bengali department will start from the session 2014-15. All the clearances from the Higher Education Department, Govt. of West Bengal and University of Calcutta have been received.
2. Plan for the forthcoming seminars and workshops organized by the college.	2. A number of UGC sponsored National level, State level and also College level seminars have been organized during the year.
3. 3.To promote research and infrastructural development e.g. Advanced Level Research Laboratories, Roma Chowdhury Building, Merged scheme Building etc.	3. a. The college has already received clearences from University of Calcutta to open Advanced Research Centre comprising six PG departments. From the coming 2014-15 session, the centre will start in full swing. b. 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 and is in full use. c. Construction work of Roma Chowdhury Building has been started during 2012-13 period and is in progress.
4. Introduction of OPEN source Library Software 'KOHA'	4. **4.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.
5.	Plan for extension of Wide Area Network (WAN) to Roma Chowdhury Building	5.	5. The Lay Out Plan and the Estimate of Cost have already been received. As soon as the installation work of the building will be completed, the extension work for the WAN will start.
6.	**Plan to go for evaluation by NAAC for the second cycle of accreditation**	6.	6.The 'Letter Of Intent' has already been sent to NAAC on 21.1.2014. As a part of the LOI requirement, we have uploaded 'Self Study Report 2014' of our college in our website on 08.05.2014. Currently we are actively involved in preparing ourselves for evaluation by NAAC.

* Attach the Academic Calendar of the year as Annexure I.

2.15 Whether the AQAR was placed in statutory body   Yes   ✓ No ☐

Management ☐   Syndicate ☐   Any other body   Governing Body

Provide the details of the action taken

The Governing Body (GB) and IQAC meet at regular intervals to monitor the implementation of the programmes. The IQAC plays a more active role because the standing Cell consists of present teachers headed by the IQAC Co- ordinator, who survey the entire college and engages in motivating the Faculty and students to realize the targets while fulfilling regular academic obligations. The IQAC also assists the Principal in following up with government authorities issues of funding and infrastructural development. 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.

PART – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	6	-	--	-
PG	5	-	-	-
UG	21	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	2	-	2	2
Certificate	3	-	3	3
Others	-	-	-	-
Total	33	-	5	5

Interdisciplinary	01	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

- 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.

- Choice Based Credit System and range of subject options
  - ii) The University of Calcutta does not allow choice-based credit system. The range has been explained in its operational reality in i). The Autonomous PG courses offer choice based credit system in case of optional courses.

- Courses offered in modular form
  - iii) At the UG Level the University has introduced partial semester and has restructured syllabi in subjects offered at this college in unit models. The PG syllabi are all in modular form.

- 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.

(ii) Pattern of programmes :

Pattern	Number of programmes
Semester	5
Trimester	-
Annual	21

1.3 Feedback from stakeholders*   Alumni ☐   Parents ☑ Employers ☐ Students ☑
    (On all aspects)

     Mode of feedback   :   Online ☐   Manual ☑   Co-operating schools (for PEI) ☐

*Analysis of the feedback in the AnnexureII

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.
Yes.

It is not feasible to make any significant change at the UG level because the profiles of all colleges under the University of Calcutta are not similar. In spite of this handicap, this College teaches the given syllabus without diluting it and examines all angles to give the student the widest perspective possible. The teaching is library centric and demonstrative and not merely bookish.

- 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 department to be opened by Bengali is also looking for a visionary syllabus.

- The PG syllabus in English has for instance a very scientific inter-related theorypractical 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 there is
  - Introduction of tissue culture in industrial microbiology and virology.
  - Furthermore 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.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

➤ PG course in Bengali has already been sanctioned by University of Calcutta and from the next session (2014-15), it will be introduced.

➤ Advanced Research Centre for six PG subjects in different specialized areas has been proposed and approved by the University of Calcutta in the year 2014. Approval from UGC will be taken shortly.

Specialized Research areas for different PG subjects are the following:

a) Microbiology: Applied Microbiology and Biochemistry

b) Physics: Condensed Matter and Soft Condensed Matter Physics

c) Mathematics: Algebra

d) Geography: Human Geography

e) English: Indian English Literature

f) Bengali: Rabindranath Tagore Advanced Research Centre

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
90	47	41	1+1(Principal)	-

2.2 No. of permanent faculty with Ph.D.   58

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	2	-	3	-	-	-	-	-	5

2.4 No. of Guest and Visiting faculty and Temporary faculty   18(PTT)   56(GL)   -

Visiting: 06,   Temporary: 04   Any Other: 02
PTT=Part Time Teacher, GL=Guest Lecturer

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	20	33	18
Presented papers	8	20	7
Resource Persons	-	5	7

2.6 Innovative processes adopted by the institution in Teaching and Learning:

i) To teach the students in a more illustrative and understandable way, teachers are using laptops, LCD projector, smart boards and OHP in the class room. Certain departments are using different academic softwares for advanced learning of their students e.g. MINTAB is used by department of Statistics, expEYES (Experiments for Young Engineers & Scientists) supported by GNU software is used by Department of Physics in their laboratory.

ii) Students are given internet access for using e-library under the supervision of the teachers.

iii)   The already existing computer network infrastucture at the college was extended and enhanced into an efficient, high speed, campus wide intranet with secure internet accessibility for the users. The network also connects the users of the main campus to the users at the college hostel to ensure internet access for the students residing at the college hostel.

iv)   Assistance to students is provided for in-house/remote access to e-resources by using different open source journal facilities and N-List Programme. Teachers can also access a good number of International as well as National level journals using N-List facility to acquire an updated knowledge regarding their research activities.

v)   Different advanced Teaching Aids are being used in the classrooms e.g. : a) Optoma make Digital Multimedia Projector

   b)   Avermedia make portable Digital Document Visualiser

   c)   Interactive White Board with Digital Annotation Sensor

   d)   Over-head Projector, LCD Projector.

   e)   Television with DVD Player

Using multimedia system of teaching and presentation it is easier to convey information to the students in the classroom. This involves a combination of various digital media types such as text, images, graphs, audio and video into an integrated multi-sensory interactive application.

vi)   Beginners and advanced learners are encouraged to enrol in the Self-financed Computer Course to become cognizant and proficient, as the case may be, so that they can be inducted in the e-learning process.

vii) Image processing software, GIS software, microscopic photographic attachment are being used.

viii) Regular educational excursions are held.

ix)   Visit to different industries and research institutions, laboratories are regularly organized.

In all the post graduate departments the Semester system has been introduced and a new syllabus has been started.

   a)   In the Geography department the post-graduate students prepare Term Papers and present these in an open seminar for evaluation. In the Geography department as well as in the Physics department, the students also prepare dissertation or project papers in their final semester which are evaluated through public seminars by the external examiners from other universities.

   b)   In Microbiology department, Semester II and IV of the Post graduate course, every Saturday a seminar presentation of the week's total lecture is held where students are encouraged to give their inputs in addition to what has already been taught in the class.

   c)   In the **English Department** Special areas are discussed and then students are encouraged to determine underworked areas in the broad domain. They compose term papers and dissertations on the basis of these investigative determinatives to present in the IInd and IVth semesters in the PG course.

x)   In the English department, following facilities are provided:

   •   The PG classrooms are equipped to show films and power point presentations

   •   The department has a movable film viewing facility

   •   UG students were also given exposure to the English Studies fraternity by facilitating participation in the following seminars and talks in the city:

i)   Students of 1ˢᵗ year honours attended a talk on "18ᵗʰ Century Drama" by Prof. Praloy Deb on 6ᵗʰ Dec. 2013 at Rani Birla College organized by the English Study Centre, Kolkata.

ii)   Students of 1ˢᵗ year honours attended a talk on Gender and Postcolonialism by Dr. Arpita Mukhopadhyay at St. Paul's College on 12ᵗʰ Feb. 2014.

2.7   **Total No. of actual teaching days during this academic year** | 208 |

2.8   **Examination/ Evaluation Reforms initiated by the Institution** (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) | nil |

2.9   **No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop** | 7 | - | - |

2.10   **Average percentage of attendance of students** | 87.7 |

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG I	456	-	40.78	41.45	-	82.24
UG II	391	-	35.04	53.96	-	89.00
UG III	337	-	43.03	52.82	-	95.85
PG	80	-	65.0	35.0	-	100

Please see ANNEXURE III for List of University Rank Holders

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- 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, Advanced Research Centre, Career oriented courses: it oversees the need to enhance facilities of all kinds that helps to upgrade classroom teaching.
- The IQAC regularly seeks funding through schemes and instigates utilization and application. A healthy body inspires a healthy mind. Very recently IQAC responded to student demand for yoga classes and initiated a dialogue to induct a qualified yoga teacher. In consultation with IQAC, the athletic committee has taken initiative to open an well equipped multigym facility in the college.

2.13   Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	14
UGC – Faculty Improvement Programme	12
HRD programmes	-
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	15
Others	

2.14   Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	51	22	-	8
Technical Staff	NA		-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The IQAC comprising of Senior Faculty members headed by the Principal cover the aspect of research promotion in its regular meetings. Whenever need arises the IQAC keeps open the option of expert consultation.

➢ For instance in this year IQAC has taken an initiative to establish **Advanced Research Centre** involving six PG departments to promote advanced level research in the college. Our college has got an approval for this centre from the University of Calcutta and approval from UGC will be taken shortly. Specialized Research areas for different PG subjects are the following:
   a) Microbiology: Applied Microbiology and Biochemistry
   b) Physics: Condensed Matter & Soft Condensed Matter Physics
   c) Mathematics: Algebra
   d) Geography: Human Geography
   e) English: Indian English Literature
   f) Bengali: Rabindranath Tagore Advanced Research Centre

Following are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects:

- Prompt disbursement of sanctioned grants are ensured through constant liasions with funding authorities & allocation meetings.
- Provisions for inducting Research Fellows for Major Projects, both UGC & non-UGC sponsored are in place. E.g
   ➢ The UGC- sponsored Major Project for setting up a Butterfly Garden in Campus II by Dr. Anuradha Choudhuri, Department of Zoology has Research Fellows.
   ➢ The State Government funded Major Project *The Role of Lady Brabourne College in Educating the Minority Woman and its Impact on the Emancipation and the Empowerment of the Woman in Bengal* also has Research Fellows.
   ➢ The Collaborative Project between two members of the Physics department, Tezpur University, Assam and the S.N.Bose Centre for Basic Sciences, Kolkata also has Research Fellows
   ➢ 24 hrs Internet facility ,
   ➢ Computers and laptops for every departments,
   ➢ Higher level Books and Journals for every subjects.
   ➢ Spaces for research work (infrastructure).
   ➢ Faculty improvement programme and seminars are organized regularly.
   ➢ Insrumental facilities and Library help are taken from other institutes .

3.2   **Details regarding major projects**

	Completed	Ongoing	Sanctioned	Submitted
Number	1(ICSSR)	1(CSIR)+3(UGC)	-	1(UGC)
Outlay in Rs. Lakhs	5.547	23 + 15.446	-	-

3.3   **Details regarding minor projects**

	Completed	Ongoing	Sanctioned	Submitted
Number	5	12	2	3
Outlay in Rs. Lakhs	4.535	20.51	3.85	-

3.4   **Details on research publications**

	International	National	Others
Peer Review Journals	11	10	4
Non-Peer Review Journals	-	2	2
e-Journals	-	-	-
Conference proceedings	1	16	1

3.5   **Details on Impact factor of publications:**

Range   0-3.2   Average   1.6   h-index   3   Nos. in SCOPUS   NA

3.6   **Research funds sanctioned and received from various funding agencies, industry and other organisations**

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects 1.Dr.Sudeshna Dasgupta	3	CSIR	23,00,000	17,53,000
Major projects 2. Dr. Aditi Nag Chaudhuri	3	ICSSR	5,54,700	1,54,800
Major projects 3.Dr. Sanjukta Mondal (Parui)	3	UGC	13,5,800	8,61,800
Major projects 4.Dr. Anuradha Chaudhuri,	3	UGC	9,22,800	5,68,800

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects 5.Dr. Paulami Maiti	3	UGC	4,86,000/	3,31,000
Minor Projects 1.Shikha Paul	2	UGC	1,12000/-	6750 (final)
Minor Projects 2. Suriti Ray	2	UGC	61,000/-	16,400
Minor Projects 3. Dr. Papia Ganguly	2	UGC	1,90,000/-	44,000
Minor Projects 4. Dr. Bidisa Chattopadhyay	2	UGC	1,95,000/-	-
Minor Projects 5. Soma Samaddar	2	UGC	1,58,000	58,950
Minor Projects 6. Mou roy	2	UGC	2,05,000	1,85,000
7. Somashree	2	UGC	2,45,000	2,45,000
8. Aparna Bandyopadhyay	2	UGC	2,15,000	2,15,000
9. Krishna Dasgupta	2	UGC	2,30,000	2,30,000
10. Yasmin	2	UGC	2,25,000	1,50,000
11. Piu Ghosh	2	UGC	2,15,000	1,60,000
12. Jayashree Acharya	2	UGC		17200
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College			-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total			64,50,300	49,97,700

3.7   No. of books published

i) With ISBN No.   8   Chapters in Edited Books   13

ii) Without ISBN No.   6

3.8   No. of University Departments receiving funds from   NA

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9   For colleges

Autonomy   -   CPE [ ]   DBT Star Scheme   5

INSPIRE   1   CE   -   Any Other (specify) [ ]

3.10   Revenue generated through consultancy   nil

3.11   No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	2	-	14
Sponsoring agencies	-	ICSSR	WBSCST	-	LBC, DBT

3.12   No. of faculty served as experts, chairpersons or resource persons   28

3.13   No. of collaborations

International: nil   -   National :   3   Any other : nil   -

3.14   No. of linkages created during this year   -

3.15 Total budget for research for current year in lakhs :

From Funding agency | 49,97,700 | From Management of University/College | nil |

Total | 49,97,700 |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
1	-	1(INSA Teacher Award)	-		-	-

3.**18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them** | 7 |

| 33 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 1 |

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | 5 | SRF | | Project Fellows | 2 | Any other | |

3.21 No. of students Participated in NSS events:

University level | 25 | State level | 3 |

National level | 6 | International level | - |

3.22   No. of students participated in NCC events: Not Applicable

University level ☐   State level ☐

National level ☐   International level ☐

3.23   No. of Awards won in NSS:

University level ☐ 1   State level ☐ -

National level ☐ -   International level ☐ -

3.24   No. of Awards won in NCC : Not Applicable

University level ☐   State level ☐

National level ☐   International level ☐

3.25   No. of Extension activities organized

University forum ☐ -   College forum ☐ 2

NCC ☐ NA   NSS ☐ 4   Any other ☐ -

3.26   Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

➢ Psychological Counselling Cell of the college held individual counselling sessions both for the students and the teachers.

➢ Women's Studies Centre of the college organized story-writing and poster competition for the students to celebrate International Women's Day on 8th March , 2014. Students of the department of Sociology stood Second in poster competition.

➢ In the department of Microbiology, one student from KIIT and another from AIIH&PH did their summer project this year. The said department organized a lecture on "Child Obesity" on National Science day.

➢ All the students and teachers of Physics department collected total of Rs. 10,000 and contributed to the fund of Kailash Satyarthi, N.L. regarding Bachpan Bachao Andolon through demand draft.

- 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 with a view to aware the slum children about their duties to the society. Students also attended many seminars conducted by NSS unit.
    ii)   providing counseling and consultancy services on health and hygiene, diseases, disaster management, environmental conservation and biodiversity, waste management, drug

abuse, women's rights, security of women, etc. through personal visits as well as through seminars and workshops.

iii)   arranged for regular medical camps for health checkups.

- Annual Value Education Programme is also another aspect o community-awareness scheme. Students have had the opportunity to interact and exchange views with experts from Social Welfare organizations like Ramakrishna Mission, Gender crusaders, Feminist Studies specialists, Legal Experts specializing in women-centric laws, Environmental ethics experts and others.

For details of NSS activity pl. See Annexure IV

Criterion – IV

4.   Infrastructure and Learning Resources

4.1   Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2.4747 x 10^7 sq. mts.	-		2.4747 x 10^7 sq. mts.
Class rooms	38	-		38
Laboratories	34	-		34
Seminar Halls	1	1(Merged Scheme Building)	UGC	2
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	1	4	UGC, DBT, DST-FIST UGC-PBG (Plan Block Grant),IACS	21,249/-
Value of the equipment purchased during the year (Rs. in Lakhs)	-			
Others	2	Smart board	UGC	55,000

4.2   Computerization of administration and library:
- An online procedure for admission (for both undergraduate as well as postgraduate) is running successfully since 2007-2008 and has got tremendous public approval.
- Student fees collection scheme through bank (for both undergraduate as well as postgraduate) is successfully implemented using a fees management software.
- A College Management Information Software (CMIS) is designed to 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 related to academic or non-academic field is maintained through a student data management software.
- A similar database consisting of all information related to teacher activity is also maintained by the CMIS software. The Career Advancement Scheme for the teachers is also managed by this software.
- Computerization of the preparation of monthly salary bills using software package 'COSA' (Computerization of Salary Accounting) has been implemented at our college afew years back. In the year 2012, an upgradation of this software has also been done. At present the COSA software is being successfully used for the smooth running of the preparation of monthly salary bills for all employees.
- The already existing computer network infrastructure at the college was extended and enhanced into an efficient, high speed, campus wide intranet with secure internet accessibility for the users since October, 2012. The network also connects the users of the main campus to the users at the college hostel to ensure internet access for the students residing at the college hostel.

- **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. 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.

4.3   Library services:

	Existing		Newly added		Total	
	No.	**Value**	**No.**	**Value**	**No.**	**Value**
Text Books	35735		237(Govt. Grant) 310 (UGC Grant)	Rs. 1,55,702 (Govt. Grant)	36972 1859	
Reference Books	55102		356(Govt. Grant) 464 (UGC Grant)	Rs. 1,42,587 (UGC Grant)	55457 2788	
e-Books	INFLIBNET (N-LIST)		INFLIBNET (N-LIST)		INFLIBNET (N-LIST)	
Journals (Bound)	467		467		467	
Journals (Current)	14	Rs. 18,000	21	Rs. 44,298	35	Rs. 62,298
e-Journals	INFLIBNET (N-LIST)	Rs. 5,000 (Subscription amount)	INFLIBNET (N-LIST)	Rs. 5000 (Subscription amount)	INFLIBNET (N-LIST)	Rs. 5000 (Subscription amount)
Digital Database	13 books	Rs. 25,000			-	
CD & Video	200 (Accompanying materials)	-	-	-	-	-
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others (Principal's room)
Existing	197	82	197	197	-	9	186	2
Added	08	-	08	08	-	-	07	1
Total	205	82	205	205	-	9	193	3

4.5   Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Sl. No.	Topic	Date	Participants
1.	To study the impedances of the complex system like aqueous electrolyte, polymer network of different type.	December, 2013	8 Faculty Members of Dept. of Physics

4.6   Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities   Rs. 37,98,404 (Non-Plan)

iii) Equipments   Rs. 10,79,125 - State Devt Plan

iv) Others   Rs. 4,00,000

Total :   Rs. 52,77,529

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Criterion – V

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5.   Student Support and Progression

5.1   Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC is very active in the College since the previous NAAC. It meticulously takes note of progress and regress and publishes AQARs which are kept ready in the Principal's chamber and are at the disposal of the Governing Body and any Government, UGC and Calcutta University Inspection teams on any visits that take place. Any suggestion made at any point of time is given consideration and met to the best of the Institution's non-autonomous scope.

The institution publishes its updated prospectus every year which provides not only an overview of the College but also upholds the unique features of Lady Brabourne College. Among the unique features, students are made aware of the following:

- Norms of admission/ courses offered at UG/PG level in the prospectus
- Code of Conduct
- Hostel Accommodation
- Rules & Guidelines of the college and hostel for the students.
- Medical Unit & Sick room with facility of a visiting doctor.
- Stipend/award and prizes for the students.
- Unique assessment system through monthly/midterm/annual examinations
- Seminars & Workshops at international, national and state-level are organized by all departments regularly.
- Updated and well stocked library.
- Computer Wi-Fi facilities & Networking connecting College with Hostel.
- Games and sports opportunities, well-equipped playroom and one Badminton Court/ Volley Ball Court.
- Students' Common Room with updated magazine section
- Modern and updated multi-gym facility
- Canteens at three locations.
- 24 hour generator back up for examinations as well as for ongoing research work.
- Fire extinguisher
- Filtered water facilities.
- Career-Oriented Add-on Courses
- Women's Studies Centre
- Career Counseling Cell
- Psychological Counseling Cell

Academic Calendar is also provided to the students to communicate the year long schedule of the institution.

- 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.
- The IQAC regularly seeks funding through schemes and instigates utilization and application. A healthy body inspires a healthy mind. Very recently IQAC responded to student demand for yoga

classes and initiated a dialogue to induct a qualified yoga teacher. In consultation with IQAC, the athletic committee has taken initiative to open an well equipped multigym facility in the college.

The IQAC plays a more active role because the standing Cell consists of present teachers headed by the IQAC Co-ordinator, who survey the entire college and engages in motivating the Faculty and students to realize the targets while fulfilling regular academic obligations.

5.2 Efforts made by the institution for tracking the progression

- The academic performance of the students is best revealed by the examination results.
  (a) Monthly Tests and College Level Terminal Tests form the structure of integrated Continuous Assessment System (CAS) and records are kept in departmental and central database.
    – These data enable the teachers of the institution to advice and guide the students and also counsel those who are weak and fail to cope with the academic standard of the college.
    – Results are prepared centrally but with close dialogue conducted with departments so that the weaknesses of individual students are tackled in a need-based manner.
- Remedial classes are taken by the faculty members of the institution to help the under-performers. The Remedial Course is funded by the U.G.C. to especially help the students of the minority communities and the SC/ST candidates.
- Through Student Data Base Management System, Alumni Association, and personal/ Departmental communication the student learning outcomes are collected and future planning is conducted.
- A regular contact with ex-students through internet and face book is maintained and they are encouraged to come and talk to the present students through seminars/study circles/workshops so that an academic exchange between past and present students is maintained.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1346	186	33	

(b) No. of students outside the state

20

(b) No. of international students

--

Men

No	%
NA	

Women

No	%
	100

	Last Year					This Year					
General	**SC**	**ST**	**OBC**	**Physically Challenged**	**Total**	**General**	**SC**	**ST**	**OBC**	**Physically Challenged**	**Total**
UG: 1141	146	46	0	0	1333	1122	172	50	2	1	1346
PG: 133	22	4	0	0	159	154	17	1	-	-	172
Self Financing Course:384	50	11	0	0	445						505

Demand ratio   16.06:1
Demand ratio: No. of Applications/No. of Students admitted

5.4   Details of student support mechanism for coaching for competitive examinations (If any)

JAM Tutorial Classes Introduced using Funding from UGC-CPE from 2012 in Physics, Chemistry and mathematics

As majority of the students graduating in the abovementioned subjects from Lady Brabourne College show keen interest in pursuing higher studies and research, the departments with their motto of extending academic assistance in enabling its students shape a good academic future, started a tutorial course on entrance examinations written by the students following completion of their graduation program.

Among the premier Institutes targeted by the students, are The Indian Institute of Sciences, Bangalore, T.I.F.R, Mumbai and the Indian Institutes of Technology. All of them are well known, the world over, for quality education in engineering, science, and research in frontier areas. Their entrance examinations require a thorough review of the UG curriculum with basic fundamentals of specific honours subjects and tutoring as per the question pattern followed. The admission tests held by the IITs', i.e. the Joint Admission Test for M.Sc. (JAM) is among the most popular examination written by our students.

This initiated the departments to formally launch Classroom Tutorials for those students interested in qualifying JAM.

The course is conducted by the departments with invited faculty who give proper orientation to the students through lectures and model evaluation questionnaires. A high percentage of the final year students attend the course as a preparative step for appearing in the JAM test and are immensely benefitted by it.

The success of the course is reflected in the higher percentage of students qualifying in JAM in the last two years with a few placed in the top 50 list as well.

In the department of Chemistry
- Indrani Banerjee, Rank 16, 2012
- Semanti Mukherjee, Rank 19, 2014
- Rituparna Guha, Rank 39, 2014

No. of students beneficiaries = **About 10 students**

Swagata Haldar,ex-student of Chemistry Department of Lady Brabourne College(2009-12) **bagged the FIRST Position in all-India NET Examination, 2014 and 8 students qualified overall.**

In the department of Physics and Mathematics, 26 and 18 students respectively were benefitted by the JAM coaching.

5.5   **No. of students qualified in these examinations**

NET	32	SET/SLET	10	GATE	2	CAT	-
IAS/IPS etc	-	State PSC	2	UPSC	-	Others	20

5.6   **Details of student counselling and career guidance**

No. of students benefitted | 250 |

For details please see Annexure V

5.7   **Details of campus placement**

On campus			*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
4	250	7	3

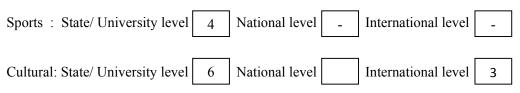**5.8**   **Details of gender sensitization programmes**

Programmes organized by Women's Studies Centre, Lady Brabourne College on gender sensitization issue :
- 25.11. 2013 - A Seminar on Women and Education - The importance and necessity of education for women which will lead to empowerment.
- 8.3. 2014 - International Women's Day Celebration
  - A story writing competition was held. It was a bilingual competition on the theme- **Women.**
  - Poster competition on the theme Women's Education and Empowerment was also held to celebrate International Women's Day.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level | 13 | National level | - | International level | 2

No. of students participated in cultural events

State/ University level | 19 | National level | | International level | 3

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | 4 | National level | - | International level | -

Cultural: State/ University level | 6 | National level | | International level | 3

5.10 Scholarships and Financial Support

	Number of students	Amount (in Rs.)
Financial support from institution	21	Students' Welfare Scholarship, Rs. 3000 each
Financial support from government	56	DPI Half/Full free Scholarship
	23 (Rs. 25000 each)	Kanyashree Prakalpa Scholarship
W.B. Minorities Development & Finance Corporation	81	Rs. 2,55,800 + Rs. 1,68,300
	59	Rs. 2,06,700 + Rs. 1,24,200
W.B. Minorities Development & Finance Corporation	3	Rs. 14,400
National Scholarship for Hindi students	2	Rs. 12000
Financial support from other sources	19+1	Sheela Kanoria Scholarship
Number of students who received International/ National recognitions	-	-

5.11   **Student organised / initiatives**

Fairs   : State/ University level | 1 | National level | | International level | |

Exhibition: State/ University level | | National level | | International level | |

5.12   **No. of social initiatives undertaken by the students** | 3 |

> ➢   All the students and teachers of Physics department collected total of Rs. 10,000 and contributed to the fund of Kailash Satyarthi, N.L. regarding Bachpan Bachao Andolon through demand draft.

- 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 with a view to aware the slum children about their duties to the society. Students also attended many seminars conducted by NSS unit.
  ii) providing counseling and consultancy services on health and hygiene, diseases, disaster management, environmental conservation and biodiversity, waste management, drug abuse, women's rights, security of women, etc. through personal visits as well as through seminars and workshops.
  iii) arranged for regular medical camps for health checkups.

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. Classes are taken by the hostel students themselves. The children of the night school are now engaged in various activities, like cultural programme, sports activity, drawing etc. along with their studies.

5.13   **Major grievances of students (if any) redressed:** _____

STUDENTS' GRIEVANCE CELL

Lady Brabourne College has a Students' Grievance Cell where the students can lodge any grievance they may have. The college authorities attempt to address their issues as far as practicable.

Upon examination of student grievances it was found that grievances were mainly related to the following matters:

(i)   Many students had complaints regarding the cleanliness of college washrooms.

- Redressal : The college authorities have engaged adequate staff for the purpose of cleaning the washrooms at regular intervals throughout the day.

- This has ensured positive student - feedback.

(ii)   Some students had grievances regarding the insufficient number of Water-Purifiers (Aqua-Guards) installed in the college premises, which, according to them, often led to scarcity of drinking water.

- Redressal : Sufficient number of Water Purifiers have been installed in the college to overcome this problem.

- This has ensured availability of enough quantity of filtered, drinking water for the students.

(iii)   A few students had reservations about the behaviour of the office staff. They said that the staff were often impatient and rude with them in matters relating to railway concession forms, scholarship forms, etc.

- Redressal : The office staff were instructed by the Principal to be pleasant and patient to all students and to lend a sympathetic ear to all their queries.

- The recent feedback from students in this matter has been satisfactory.

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Criterion – VI

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6. Governance, Leadership and Management

6.1   State the Vision and Mission of the institution

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.

6.2   Does the Institution has a management Information System

- 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.

- 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.

6.3   Quality improvement strategies adopted by the institution for each of the following:

6.3.1   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.

6.3.2 Teaching and Learning

Teaching aid	Assessment	Remedial / Tutorial classes	Faculty Improvement Programme	Seminar	Workshop
*1. Black board, chalk and duster 2. Ancient Indian Map used by Dept. of Geog. And Hiostory. *3.Overhead Projector *4. LCD Projector *5. Computer with Internet facility *6. Smart Board *7. Computer lab equipped with C+ MINITAB 8. GPS 13(Geographical Positioning System) - used by Dept. of Geography *9. Interactive board. 10. Structural Model for illustrating the three dimensional molecular structure of organic compounds. - used by Dept. of Chemistry. 11. Phoenix Box Kit used for simulation of different laboratory based experiments in Dept. of Physics. *12. Audio –visual aids e.g. DVDs and CDs.	**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	1.Remedial classes for minority students 2. Tutorial classes for advanced learners. 3. Tutorial classes for weak students 4. Special Tutorial Classes for JAM	Science departments (Physics, Chemistry, Botany, Zoology and Microbiology) organised faculty improvement programme.	Science and arts departments organised seminars funded by Institution, UGC,DBT.	1.DBT sponsored workshops organised by Physics, Chemistry, Botany, Zoology and Microbiology departments. 2.UGC sponsored workshops organized by arts departments.

* Used by most of the Departments

6.3.3 Examination and Evaluation

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.

6.3.4 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. E.g.

- The UGC- sponsored Major Project (July, 2012) for setting up a Butterfly Garden in Campus II by Dr. Anuradha Choudhuri, Department of Zoology has one Research Fellow.

- The State Government funded Major Project *The Role of Lady Brabourne College in* Educating the Minority Woman and its Impact on the Emancipation and the *Empowerment of the Woman in Bengal* also has Research Fellows.

- The Collaborative Project between two members of the Physics department, Tezpur University, Assam and the S.N.Bose Centre for Basic Sciences, Kolkata also has Research Fellows.

- '*Monte Carlo Simulation of biaxial nematic liquid',* A CSIR Major Project (2012-2015) by Dr. Sudeshna Dasgupta of Dept. of Physics,

   ' Relevant of pollinating insects in propagation of flowing plants in Calcutta and its surrounding areas including college campus in Park Circus', F. No. 41-56/2012(SR), dt.13th July 2012- 2014 by Dr. Sanjukta Mondal Parui of Dept. of Zoology

   ' Resource assessment, recovery and utilisation in dynamic sewage-fed wetland ecosystem'(2012) by Dr. Paulami Maiti of Dept. of Zoology, are three major projects which are facilitated with equipments and research assistants.

   To commemorate the Platinum Jubilee year, the department of Zoology has set up a new Research Laboratory on the 3rd floor of the New Science Building. The fund is being provided by the overhead money of the three ongoing UGC Major Research Projects of Dr. Sanjukta Mondal (Parui), Dr. Anuradha Chaudhuri and Dr. Paulmi Maiti.

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.

6.3.5 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 AM to 6 PM to offer better library access to students and teachers of the College.
- **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.
- 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 and is in full fledged use.
- Construction work of a new building – **the Roma Chaudhuri Memorial Building** which has been started during 2012-13 is in its full swing.

- **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.

6.3.6 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.

6.3.7 Faculty and Staff recruitment

The College is a Government Institution and thus cannot recruit teachers. The lacunae is overcome by

- inviting retired teachers, scholars as resource persons, researchers to deliver short term courses.
- inviting meritorious ex students to take classes.
- concerned departments conducting periodical workshops/seminars to upgrade the process of teaching –learning.
- respective departments engaging Guest Lecturers and retired teachers from Research institutes/ Universities for teaching specialized new programmes.

6.3.8 Industry Interaction / Collaboration

Serial No.	Department	Date	Industry visit/Research Institute
1	Physics	June, 2014	UG- variable Energy Cyclotron Centre PG- Nano Science & Technology Centre (C.U.)
2	Statistics	15.01.2014	Visit to CSO, IS Wing, Kolkata 700 001
3	Microbiology	February, 2014	Bengal Beverages Pvt. Ltd.

6.3.9 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.

6.4 **Welfare schemes of**

Teaching	Several welfare schemes of Govt. of W.B., Health Cards under Governments Health Scheme, Principal's Welfare Fund
Non teaching	Several welfare schemes of Govt. of W.B., Health Cards under Governments Health Scheme,Golden Jubilee Commemorative Fund,
Students	Principal's Welfare Fund, WBMDFC Post Matric Scholarship, West Bengal Govt. Merit Cum Means Scholarship, INSPIRE Scholarship, DPI Half/Full Free Scholarship, Kanyashree Prakalpa, Sheela Kanoria Scholarship etc.

6.5 **Total corpus fund generated**   8,44,400

6.6 **Whether annual financial audit has been done**   Yes ✓ No ☐

6.7 **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

6.8   Does the University/ Autonomous College declares results within 30 days? Not Applicable

For UG Programmes   Yes ☐   No ☐

For PG Programmes   Yes ☐   No ☐

6.9   What efforts are made by the University/ Autonomous College for Examination Reforms?
Not Applicable

6.10   What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?
Not Applicable

6.11   Activities and support from the Alumni Association

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.

Some of the activities of the Alumni Association are summarized below:

- To commemorate the centenary year of Dr. Sati Ghosh, former Professor and Head, Department of Bengali of Lady Brabourne College, the Alumni Association organized a seminar in collaboration with the Dept. of Bengali on 23rd August, 2013.
- A cultural programme was organized by our Alumni Association jointly with the Dept. of Bengali on September 18, 2013 to commemorate the birthday of Saratchandra Chattopadhyay, the renowned novelist and short-story writer of Bengali literature.
- The second Mandalika Banerji Memorial Lecture, an endowment lecture held annually, was delivered this year on 27th November by Dr. Amitabh Ray, former Professor of English, Rabindra Bharati University and Founder of Shakespeare Society of Kolkata. The entire programme was organized in collaboration with the Dept. of English, Lady Brabourne College.
- On December 16th, The Re-Union Day of the college, the Association organized a programme on recitation. Noted performer, Bijoy Laxmi Barman, an alumnus of the college, recited poems. The fete was organized as usual.
- 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.
- This year the Association introduced 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.
- On 19.02.2014, Rabindranath Tagore's Dance Drama, "Mayar Khela", a production of Sangeet Bhavan, Visva Bharati, was staged in commemoration of the Platinum Jubilee Year of the college, in the College auditorium. Dr. Sushanta Datta Gupta, the Vice-Chancellor of Visva-Bharati graced the occasion.
- 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.

6.12 Activities and support from the Parent – Teacher Association

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.

6.13 Development programmes for support staff

During 2013-14, a training programme was organized for the office staff of the college in collaboration with Multi Business Solution , Kolkata to get acquainted with e-Pradan (an online billing system introduced by Govt. of West Bengal).

6.14 Initiatives taken by the institution to make the campus eco-friendly

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 is a Major Research Project under UGC funding which is actively setting up a Butterfly Garden in the second campus adjacent to the College.
- 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 maintain the beautiful garden of the college.
- The department of botany has taken an initiative in this year to introduce in the college campus the 'Rain Water Harvesting System' in collaboration with the State Water Investigation Directorate, Govt. of West Bengal.
- A 1 KWP Solar Photovoltaic Power Plant is going to be installed on the rooftop of the main college building in association with West Bengal Renewable Energy Development Agency, Govt. of West Bengal to meet the ever increasing demand of electricity in the college. The project will be implemented under the guidance of Department of Physics.

<div align="center">**Criterion – VII**</div>

7.   Innovations and Best Practices

7.1   Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- **The Library** altered and extended its working hours from 8 AM to 6 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.

- **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.

- 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.

- Construction work of the new building – **the Roma Chaudhuri Memorial Building** is in rapid progress. It is expected that from the next academic session it can be utilized as classrooms as well as for research purposes. This building is slated to have dedicated Audio Visual rooms.

- **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.

- The college has already received clearence from University of Calcutta to open **Advanced Research Centre comprising six PG departments**. From the coming 2014-15 session, the centre will start in full swing.

- **To commemorate the Platinum Jubilee Year**, quite a few new prizes have been introduced in this year. These include
  a) the Platinum Jubilee Commemorative Cash Prize of Rs. 5000/- each for securing highest marks in M.A. and M.Sc. Examinations from the college,
  b) the Platinum Jubilee Commemorative Cash Prize of Rs. 1000/- introduced in 2013, by Dakshinee, an organization of the retired teachers of Lady Brabourne College, South Kolkata to the best all rounder among the fresh graduates of our college,
  c) the Platinum Jubilee Commemorative Cash Prize of Rs. 2000/- awarded by Lady Brabourne College Retired Teachers' Club, Salt Lake, to the student obtaining highest marks in the B.A./B.Sc. Final Examination from the college,
  d) a special Silver Medal introduced in 2014, for excellent academic performance within the college to be awarded to mark the Platinum Jubilee Celebration of the college,
  e) Two cash prizes and one book prize for the best students of Political Science Department
  f) Subhra Sur Memorial Cash Prize of Rs. 4000/- for the academically best student of Chemistry Honours.

7.2   **Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year**

1. All round effort has been made to introduce PG course in the Bengali department. As a result PG course in the Bengali department will start from the session 2014-15. All the clearences from the Higher Education Department, Govt. of West Bengal and University of Calcutta have been received.

2. A number of UGC sponsored National level, State level and also College level seminars have been organized during the year.

3. The college has already received clearance from **University of Calcutta** to open **Advanced Research Centre** comprising six PG departments. From the coming 2014-15 session, the centre will start in a full swing.

4. The UGC – sponsored Merged Scheme Building, consisting of a big air-conditioned examination hall-cum-seminar room, an adjacent office room and two washrooms for the conduction of University and College examinations as well as arranging departmental talks and lectures has been made fully functional.

 5. The construction of three storeys of the five-storeyed Roma Chowdhury Building has been completed after relentless efforts and persuasion. The civil works towards the completion of the remaining two storeys and the necessary electrical installations of the whole building are currently under progress.

6. **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.

7. The Lay Out Plan for the extension of Wide Area Network (WAN) to Roma Chowdhury Building and the Estimate of Cost have already been received. As soon as the installation work of the building will be completed, the extension work for the WAN will be started.

8. The '**Letter Of Intent**' for evaluation by **NAAC** for the second cycle of accreditation has already been sent to NAAC on 21.1.2014. As a part of the LOI requirement, we have uploaded **'Self Study Report 2014'** of our college in our website on 08.05.2014. Currently we are actively involved in preparing ourselves for evaluation by NAAC.

7.3   **Give two Best Practices of the institution** *(please see the format in the NAAC Self-study Manuals)*

Best Practice I   :   A drive towards making the college campus eco-friendly by installing 'Rain Water Harvesting System' and '1KWP Solar PV Power Plant'.

Best Practice II : Lady Brabourne College Women's Studies Centre was established in the year 2010. Activities of this centre on gender centric issues as well as on women's education and awareness are of special mention.

Details are provided in ANNEXURE VI & VII.

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4   Contribution to environmental awareness / protection

- A 1 KWP Solar Photovoltaic Power Plant is going to be installed on the rooftop of the main college building in association with West Bengal Renewable Energy Development Agency, Govt. of West Bengal to meet the ever increasing demand of electricity in the college. The project will be implemented under the guidance of Department of Physics.

- The Department of Botany has taken an initiative in this year to introduce in the college campus the 'Rain Water Harvesting System' in collaboration with the State Water Investigation Directorate, Govt. of West Bengal.

7.5   Whether environmental audit was conducted?   Yes ☑ No ☐

7.6   Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOC	Strengths	Weaknesses
	- The institution boasts of a multicultural, multilingual environment upholding its glorious tradition of empowerment of women. - Extremely dedicated, motivated and highly qualified teachers maintain the high academic standards of the college. - To maintain a green pollution free campus, College has taken initiative to set up a Solar Energy Conservation Centre in collaboration with West Bengal Renewable Energy Development Agency. - This year College has undertaken a project for Rain Water Harvesting in collaboration with 'State Water Investigation Directorate, West Bengal' - The Career Counselling Cell is running successfully to take care of the students' job interests. - The Womens' Studies Centre successfully carries out programmes related to various women related issues. - College has got clearence from University of Kolkata to open	- Insufficient classrooms for holding extra classes or tutorial/remedial courses. - Lack of space and infrastructural facilities along with excessive class load acts as a deterrent to faculty research. - Insufficient funds from the Government which is not disbursed uniformly over the entire financial year poses problems for the college in planning and execution of projected works. - Dependence on P.W.D. for civil and electrical work within the college and hostel campus makes quality assurance, maintenance and monitoring difficult. - Poor administrative staff to student/Faculty ratio acts as a hindrance to the smooth running of the administrative affairs of the college. - Process of filling up of vacancies for both teaching

	Advanced Research Centre comprising six PG departments. • Extensive use of e-resources and well stocked computerized library and reading room facilities allows students to explore aspects within and beyond curriculum. • The Physics Department has entered into a MOA with S.N.Bose National Centre for Basic Sciences, for conducting their P.G. course at the College. • College offers excellent hostel facilities for outstation PG and UG students at a nominal rate. • The Psychological Counselling Cell and Student's Grievance Redressal Cell addresses the difficulties faced by the students.	and non-teaching posts is extremely slow.

Opportunities
• Establishment of the IQAC post the first cycle of NAAC and its activities has sensitized the departments regarding quality control, record maintenance, utilization of funds, academic expansion and collaborations.
• Introducing institutional scholarships/freeships for those meritorious and economically backward students not receiving financial assistance from other sources.
• Participation in academicprogrammes like seminars, workshops, debates, JAM/MBA
	S-O Strategies:
	• Upgradation of one classroom in everydepartment using modern facilities including WiFi connectivity.
	• Complete transition of the administrative wing into an environment friendly paper-less computer based office.
	• Regular inflow of government funds for:
	  o maintenance of the vast open campus area
	  o expansion of the medical facility with a unit at the College / Hostel campus with a full time medical practitioner.
	  o Opening of a pharmacy shop and an ATM facility within College campus
		W-O Strategies:
		• Generation of reserve funds for meeting contingent needs of the College and also to cater to needy students who fails to receive financial help from external agencies.
		• Enhancing the number of research proposals and collaborative work with research Institutes and Industry.
		• Approaching Government for filling up of vacant teaching and non-teaching posts.
		• Increasing teacher membership in syllabus committees and boards of studies at the University level to ensure participation in academic

tutorial classes etc. on a regular basis and student counseling at the PG level inculcates within the students a motivation to purse higher studies and research. • Value education and health awareness programmes for students including seminars, workshop and NSS activities in slum areas with women and children inculcates a sense of responsibility in them. • Faculty members get ample opportunity to carry out research activities and publish their articles in institutional Lady Brabourne College journal. • An appreciable number of campus recruitments have taken place over the past few years.	• Better liaison with PWD for maintenance of College, hostel and campus. • The College is soon implementing a rain water harvesting project in collaboration with State Water Investigation Directorate, West Bengal. • Solar Energy Conservation through setting up solar panels in collaboration with W.B.R.E.D.A. in college campus is also under process. • A MOA between the PG English Department with SRFTI, Kolkata to launch a novel course in 'Visual Transformation of Literary Text' is also underway	designing and syllabus framing, like introduction of environment friendly courses like green chemistry etc. at UG level.

Challenges
 	
• Little scope for introducing innovative teaching, learning techniques due to constraints in syllabi and annual academic schedule designed by the mother University which also limits the number of teaching days.
 	
• Being a Government college the institution does not have scope of filling up vacancies in teaching and non-teaching posts.
 	
• The stable staff structure necessary for the smooth running of the college
	S-C Strategies:
	
	• Complete grooming of students through academic and value education programmes motivates them to remain focused in their vision of achieving their goals despite political, socio-economic or religious bias.
	
	• Updating & consequent upgradation of infrastructure pertaining to latest technological trends through constant persuasion for permission and sanction of required grants.
	
	• Fund crunch for continuous purchase of books and journals by College library can be overcome by subscribing for e-books/journals and inclusion of
		W-C Strategies:
		
		• Adopting management techniques to overcome difficulties of working with an understaffed administrative office.
		
		• Generating resources and creating reserve funds for maintaining:
		  o General well-being of the College campus
		  o Carrying out annual maintenance of expensive and highly sensitive equipments in College laboratories for which Government funding is unavailable.
		
		• Motivating students to utilize opportunities

| (both academic and administrative) is often perturbed by the transfer policies of the government.
• The pace of upgrading infrastructure is not commensurate with the annual increase in student intake as directed by the mother University.
• Transition of all administrative activities from paper-based work to paper-less, computer based handling is challenging involving reluctance to introduction of latest technological trends | the Institutional library within library networking circle.
• Maintenance of strict discipline for students under the holistic role played by the College disciplinary committee and discipline also among teaching/non-teaching members ensures a healthy working environment
• Exhaustive involvement of teaching & non-teaching staff in the different College committees under the Teachers' Council/Principal to ensure continued and efficient running of College activities in spite of possibilities of superannuation/resignation /transfer of teaching /non-teaching staff. | available to them within campus at subsidized rates. |

8. **Plans of institution for next year**

PROPOSED INFRASTRUCTURE UPGRDATION FOR 2014-2015 :

1. Installation of 1KWP Solar Power Plant as a part of the drive to cut down on energy consumption, cost and to promote alternative eco-friendly source of power supply.
2. Upgradation of College Networking System.
3. Setting-up of a well equipped Fitness Centre for the students.
4. Construction of a Rain-water Harvesting System for sustainable development.
5. Completion of installation work of Roma Chowdhury Building
6. Maintenance and beautification of college garden.
7. To strengthen the security system, installation of Closed Circuit TV in the hostel as well as in the main campus.

PROGRAMMES PROPOSED :

1. The College is preparing for inspection by NAAC and planning to meet up the mandatory requirements to upgrade itself from Centre with Potential for Excellence (CPE) to Centre of Excellence (CE).
2. 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.
3. It is also planning several programmes to commemorate its Platinum Jubilee. A proposal for a five-storeyed Platinum Jubilee Commemorative Building, which will house the six newly introduced "Advanced Research Centres", an easy passage way in the form of a footbridge connecting the Main Campus with the Hostel Campus and lastly two elevators-one in the main building and another in the New Science Building – ensuring assistance to the physically

challenged has been finalized. Estimate for the first level of construction has already been placed for necessary approval from the State Government. Estimates for the rest of the constructions are being prepared by the P.W.D. Civil and Electrical and will shortly be placed before the Government.

4. A huge Platinum Jubilee Project, sponsored by Govt. Of West Bengal, is being prepared. The purview of this project is to identify the role that Lady Brabourne College has played in the shaping of and emancipation of Muslim women in general. This project also tries to explore the gradually changing graph of the primary commitment of the college to serving the cause of Muslim women to a broader and more inclusive sense of secularism.

5. Many departments are planning to organize different national level as well as state level seminars and workshops in the coming year.

6. There is deliberation for continuing the Annual fixtures like Value Education Seminar and the Manadalika Banerjee Memorial Lecture sometime after summer.

Name _____
Dr. Indrani Choudhuri Dutta

CONVENER
IQAC
Lady Brabourne College
Govt of West Bengal

_____
Signature of the Coordinator, IQAC

Name _____
Prof. Siuli Sarkar

Principal
LADY BRABOURNE COLLEGE
Govt. of West Bengal
Kolkata

_____
Signature of the Chairperson, IQAC

ANNEXURE VII

ACADEMIC CALENDER
JUNE 2013-APRIL2014

18.06.13	Tuesday	:	College Re-opens after Summer Vacation.
25.06.13	Tuesday	:	Holiday for Shab-e-Barat.
25.06.13	Tuesday	:	Admission Merit List to be put up.
29.06.13	Saturday	:	AGM of Alumni Association.
08.07.13	Monday	:	First Year Admission (Arts).
09.07.13	Tuesday	:	First Year Admission (Science).
10.07.13	Wednesday	:	Rathajatra.
16.07.13	Tuesday	:	Orientation Programme for First Year Students.
17.07.13	Wednesday	:	First Year Classes begin.
01.08.13	Thursday	:	Full Session Time Table comes into force.
01.08.13	Thursday	:	First Year Admission (Second List)
05.08.13	Monday	:	Third Year Classes (Arts and Science) begin.
08.08.13 & 09.08.13	Thursday & Friday	:	Holidays for Id-Ul-Fitr.
15.08.13	Thursday	:	Celebration of Independence Day.
22.08.13	Thursday	:	Value Education Seminar.
26.08.13	Monday	:	College Foundation Day Celebration.
27.08.13	Tuesday	:	Second Year Classes (Arts and Science) begin.
28.08.13	Wednesday	:	Holiday f or Janmastami
30.08.13	Friday	:	Last date of First Year Admission.
31.08.13	Saturday	:	Last Date for change of subjects for First Year Students.
02.09.13	Monday	:	Distribution of B.A./B.Sc. Part I Registration Forms (Without Fine)
03.09.13	Tuesday	:	Submission of B.A. Forms - Part I.
04.09.13	Wednesday	:	Submission of B.Sc. Forms - Part I.
09.09.13	Monday	:	Submission of Registration Forms to CU by College (without fine).
16.09.13	Monday	:	First Year Class Test.
17.09.13	Tuesday	:	Holiday for Biswakarma Puja.
23.09.13	Monday	:	First Year Mid Term Test - MIL, Compulsory English.
02.10.13	Wednesday	:	Holiday for Gandhi Jayanti.

04.10.13	Friday		
to	to	:	Puja Vacation.
16.11.13	Saturday		

18.11.13	Monday		College re-opens after Puja Vacation.
19.11.13	Tuesday	:	Mid-Term Test (only Hons. Subjects) - Second year
20.11.13	Wednesday	:	Mid-Term Test - Third Year.

21.11.13	Thursday		
to	to	:	Mid Term Test - First Year.
26.11.13	Tuesday		

28.11.13	Thursday	:	Holiday for Guru Nanak's Birthday
12.12.13	Thursday	:	College Reunion.
13.12.13	Friday	:	Annual Function.
16.12.13	Monday	:	Last Date for submission of Marks - Second Year and Third Year Mid-Term Test.
17.12.13	Tuesday	:	Last Date for submission of Marks - First Year Mid Term Test

18.12.13	Wednesday		
&	&		College Fest.
19.12.13	Thursday	:	

21.12.13	Saturday	:	
to	to	:	Christmas Holidays.
31.12.13	Tuesday	:	

2014

01.01.14	Wednesday	:	Holiday for New Year's Day.
02.01.14	Thursday	:	College re-opens after Christmas Holidays.

03.01.14	Friday		
to	to	:	Mid-Term Test - Second Year (Only General Subjects)
07.01.14	Tuesday		

07.01.14	Tuesday	:	Last Date for submission of Third Year Percentage of Attendance. (Calculation upto 04.01.2014)

08.01.14	Wednesday		
to	to	:	College Test -Third Year.
16.01.14	Thursday	:	

12.01.14	Sunday	:	Vivekananda's Birthday
15.01.14	Wednesday	:	Holiday for Fateh-Dwaz-Daham.

17.01.14	Friday	:	Annual Sports Day.
18.01.14	Saturday	:	Last Date for submission of Marks - Second Year Mid Term Test (General Subjects).
23.01.14	Thursday	:	Holiday for Netaji's Birthday.
24.01.14	Friday	:	Celebration of Calcutta University Foundation Day.
25.01.14	Saturday	:	Holiday for Maghotsav.
26.01.14	Sunday	:	Celebration of Republic Day.
27.01.14	Monday	:	Last Date for submission of Marks - Third Year College Test.
29.01.14	Wednesday	:	Result Meeting for Part III Candidates.
30.01.14	Thursday	:	Distribution of Forms - B.A. / B. Sc. Third Ye
31.01.14	Friday	:	Submission of Forms - B.A. / B. Sc. Third Year.
04.02.14 & 05.02.14	Tuesday & Wednesday	:	Holidays for Saraswati
06.02.14	Thursday	:	Last Date for submission of Second Year Percentage of Attendance. (Calculation upto 02.02.2014)
11.02.14 to 19.02.14	Tuesday to Wednesday	:	College Test - Second Year.
12.02.14	Wednesday	:	Holiday for Fateha-Yaz-Daham.
14.02.14 to 22.02.14	Friday to Saturday	:	Part I Examination, 2013.
21.02.14	Friday	:	Celebration of Bhasa Dibas.
22.02.14 to 23.02.14	Saturday to Sunday	:	34th Conference of Bengal Economic Association.
25.02.14	Tuesday	:	Last Date for submission of Marks-Second Year College Test.
27.02.14	Thursday	:	Holiday for Shivratri
28.02.14	Friday	:	Celebration of Science Day.
03.03.14	Monday	:	Result Meeting for Part II Candidates.
04.03.14	Tuesday	:	Distribution of Forms- Second Year.
05.03.14	Wednesday	:	Submission of Forms - Second Year Arts.
06.03.14	Thursday	:	Submission of Forms - Second Year Science.
07.03.14	Friday	:	Last Date for submission of First Year Percentage of Attendance. (Calculation upto 28.02.2014)
08.03.14	Saturday	:	Celebration of International Women's Day.

12.03.14	Wednesday			
to	to	}	:	First Year Class Test.
19.03.14	Wednesday			
16.03.14	Sunday		:	
&	&	}	:	Holidays for Doljatra.
17.03.14	Monday			
18.03.14	Tuesday			
to	to	}	:	Part I Examination (CU) for Compulsory Languages.
25.03.14	Tuesday			
01.04.14	Tuesday		:	Last Date for Submission of Marks - First Year College Test.
05.04.14	Saturday		:	Result Meeting - First Year.
07.04.14	Monday		:	Distribution of Forms - First Year.
08.04.13	Tuesday		:	Submission of Forms - First Year Science.
13.04.14	Sunday		:	Holiday for Mahabir Jayanti.
15.04.14	Tuesday		:	Holiday for Bengali New Year.
18.04.14	Friday		:	Holiday for Good Friday.
19.04.14	Saturday		:	Holiday for Easter Saturday.
April, 2013 to June, 2013			:	Summer Vacation

N.B. : Minor modification may be made if necessary

Principal
Lady Braboune College

ANNEXURE - II

STUDENTS' GRIEVANCE CELL

Lady Brabourne College has a Students' Grievance Cell where the students can lodge any grievance they may have. The college authorities attempt to address their issues as far as practicable.

Upon examination of student grievances it was found that grievances were mainly related to the following matters:

(i)   Many students had complaints regarding the cleanliness of college washrooms.

  • Redressal : The college authorities have engaged adequate staff for the purpose of cleaning the washrooms at regular intervals throughout the day.

  • This has ensured positive student - feedback.

(ii) Some students had grievances regarding the insufficient number of Water-Purifiers (Aqua-Guards) installed in the college premises, which, according to them, often led to scarcity of drinking water.

  • Redressal : Sufficient number of Water Purifiers have been installed in the college to overcome this problem.

  • This has ensured availability of enough quantity of filtered, drinking water for the students.

(iv) A few students had reservations about the behaviour of the office staff. They said that the staff were often impatient and rude with them in matters relating to railway concession forms, scholarship forms, etc.

  • Redressal : The office staff were instructed by the Principal to be pleasant and patient to all students and to lend a sympathetic ear to all their queries.

  • The recent feedback from students in this matter has been satisfactory.

ANNEXURE - III

LIST OF TOP 20 UNIVERSITY RANK HOLDERS IN 2013

Sl. No.	Department	Name of the student	TOTAL MARKS	CLASS	Rank
1		Ishani Ray	488	I	2
2	English	Oisheebhattacharyya	485	I	4
3		Rinki Debnath	463	II	17
4	Sanskrit	Paromita Biswas	522	I	12
5	Hindi	Priyanka Bhaumik	468	II	19
6		Rukmini Bose	496	I	6
7		Chandrima Banerjee	490	I	8
8		Sudipta Sinha	484	I	12
9	History	Bhagyasree Sengupta	477	II	15
10		Purnima Mondal	477	II	15
11		Madhuparni Dutta	474	II	17
12		Vijayata Nag	471	II	20
13	Philosophy	Naznin E Firdaus	527	I	7
14	Persian	Azmat Anwar	492	I	8
15		Mohana Mukherjee	527	I	1
16		Kathakali Deb	502	I	3
17	Sociology	Moumita Banerjee	489	I	4
18		Madhuparna Nayak	471	II	11
19		Ananya Sen	471	II	11
20		Ritu Basu	464	II	12
21		Sohini Ghosh	451	II	19
22		Ayeshasalim	514	I	4
23	Urdu	Ambarien Jalil	489	I	10
24		Arifa Afreen	488	I	11
25		Razia Kahkashan	478	II	16
26		Kaushiki Banerjee	642	I	2
27		Shrabastee Banerjee	598	I	5
28	Economics	Mayuri Mukherjee	594	I	6
29		Sharanya Chandran	583	I	12
30		Priyanka Ray	573	I	19
31	Botany	Smita Deyashi	571	I	12
32		Kanyaka Bhattacharya	559	I	19
33	Chemistry	Nivedita Roy	644	I	6

34	Geography	Payel Das	513	I	5
35		Madhsree Jana	509	I	6
36		Adreja Roy	505	I	8
37		Payel Sarkar	504	I	9
38		Paramita Mukherjee	502	I	11
39		Manali Sarkar	493	I	15
40		Raya Das	491	I	17
41	Microbiology	Priyanka Biswas	594	I	1
42		Atrayee Basu	570	I	7
43		Ujjayinee Ray	568	I	8
44		Anuradha Mukherjee	549	I	19
45	Mathematics	Gargi Mallick	671	I	4
46		Payel Dalmia	647	I	8
47	Physics	Supriti Sen	595	I	10
48		Sulagna Bhattacharyya	587	I	16
49		Tanusree Saha	582	I	19
50		Sneha Jaiswal	581	I	20
51	Statistics	Sancharee Basak	644	I	3
52		Adrija Banerjee	592	I	9
53		Gargi Saha	548	I	18
54	Zoology	Ritika Sengupta	629	I	1
55		Shaheda Tabassum	612	I	8
56		Debanjana Sarkar	604	I	13

ANNEXURE - IV

ACTIVITIES OF NSS UNIT I & II (JULY 2013 TO JUNE 2014)

UNIT I

- Participated in NSS Day (24th of September) programme at the University

- A documentary film on women empowerment "Shadow of the Golden Goose" screened for the volunteers on 15.03.2014

- A documentary film "Dark Nauka" on hardships of fishermen's widows in Coastal Bengal screened on 15.03.2014 for the volunteers

- Partcipated in Handicraft competition at Savitri Devi College on 9.01.14(4 students participated and one of them won second prize)

- Participated in Quiz competition held at Savitri Devi College on 13.01.14(our college team of three members won second prize)

- A lecture on "Empowerment of Women " at Savitri Devi college on 11.01.2014 by Smt. Snigdha Pain , Programme Officer

- Awareness programme on AIDS on 2.4.2014

Special Camp (26th March 2014 to 1st April 2014)
NSS Unit I and Unit II, Lady Brabourne College:

- *Day 1* Inauguration by Mr. Kunal Chatterjee. A talk on "Duty Of NSS Volunteers Towards Society"

- *Day 2* Lecture on "Empowerment Of Women" by Dr. Madhumita Sen, Department of Sociology, Maulana Azad College

- *Day 3* Lecture on "Sex-Education" by Dr. Anuradha Sarkhel

- *Day 4* Lecture on "Stress and Heart Diseases" by Dr. Biswajit Banerjee, Rabindranath Tagore Institute

- *Day 5 & Day 6* Campus Cleaning

- *Day 7* A workshop on "Self Defence " by Shibayan Ganguly and his team, Martial Arts India

Programme Officer   :   Snigdha Pain (Unit I)
                                        Dept. of Statistics,
                                        Sutapa Ray(Unit II)
                                        Dept. of Sanskrit

Members   :   Durba Bhattacharya, Dept. Of Zoology
                                        Bratati Chakraborty, Dept. Of Statistics
                                        Sharbani Mukherjee, Dept. Of Mathematics

ANNEXURE – V

CAREER COUNCELLING AND PLACEMENT CELL REPORT -2013-2014

1. **Vision web Information & technologies Ltd.**
    - Seminar organised on 16th September, 2013

Aim: To recruit girls from our college for full time job of creative writing and web content writer.

2. **Catalyst Learning Service**
    Workshops organized on following:
    - UGC-NET workshop
    - MBA- prep workshop
    - Civil Services Preparation
    - GRE workshop

3. **Met Technologies (P) LTD**
    - Conducted a seminar
    - Offered part-time job opportunities to needy students
    - Scope: Website Design Services, Online   Marketing, Seo Services, Offshore Development, Custom E-commerce Website, and so on.

4. **Ei Somoy**
    - A Bengali-Language Broadsheet daily newspaper from The Time Group
    - Industry-faculty interface interaction programme

Aim: To bring awareness among the students about jobs in media houses

5. **The Institute of Moving Images**
    - IMI visited our campus in August 2013
    - Committed to provide affordable film education relevant to today's Film & Television industry

6. **Ananda Bazar Patrika**

Organized a skit programme "Shaktiroopena" on the theme of women's empowerment

7. **Tata Consultancy Services**
    - Came in for a students' recruitment drive in the month of February'14.
    - Many of our students have been called for interview.
    - For the last couple of years they are sharing our student database for further use.

8. **Glamour Hunt Show**
   - Came in for direct auditions to our college for their movie "Glamour", in the month of February.
   - 36 girls got selected for the next round.

9. *Service Entrance Examination Centre established by the college jointly with I Leap, a division of Pathfinder*
   - WEST BENGAL CIVIL SERVICES (WBCS)
   - ADVANCE REGULAR COMBINED (ARC)
   - SCHOOL SERVICE COMMISSION (SSC)
   - BANK/IPO

Future Plans of Career Counseling Centre

- An online software platform to the visiting companies/Universities whereby they can directly communicate with the students
- A mobile application informing the students about the regular activities of the cell
- Organize career fair each year
- Subscribe career oriented journals for students

ANNEXURE - VI

BEST PRACTICE I

Best Practice I: A drive towards making the college campus eco-friendly by installing 'Rain Water Harvesting System' and '1KWP Solar PV Power Plant'

The Objective :

- To cut down the energy consumption, cost and to promote alternative eco-friendly source of power supply, a 1 KWP Solar Photovoltaic Power Plant is going to be installed under the guidance of Department of Physics. To promote an innovative alternative water supply approach, Rainwater Harvesting System is introduced in the college under the guidance of Department of Botany.

The Context :

- Over the last five decades we have been witnessing the escalating demand for energy in all fields. The demand for fossil fuels has increased to a huge extent and this in turn has a huge impact on various ecological factors. People sought new and renewable sources as an alternative way to meet the rising demand for energy. One of the promising and virtually inexhaustible sources of energy is the Sun. Solar energy can be harnessed and used to produce electricity with the help of photovoltaic cells or solar cells.

- Rainwater harvesting is an innovative alternative water supply approach. Rainwater harvesting captures, diverts, and stores rainwater for later use. Implementing rainwater harvesting is beneficial because it reduces demand on existing water supply, and reduces run-off, erosion, and contamination of surface water. Rainwater can be used for nearly any purpose that requires water**.**

The Practice :

- Lady Brabourne College has planned to set up solar panels on the roof tops of the buildings in the main campus as well as in the hostel campus. The solar energy thus produced can be used to run the various electrical and electronics laboratories and can also be used for outdoor lighting of our campus. WBREDA (West Bengal Renewable Energy Development Authority) will help us to install a **1 KWP Solar PV Power Plant**. The cost for the installation work has already been sanctioned by the **Govt. of West Bengal**. The work will start very soon.

- Lady Brabourne College has undertaken a project for Rain Water Harvesting in collaboration with 'State Water Investigation Directorate, West Bengal'. Rain water will be collected from the rooftop of College and Hostel building with the help of gutters and downspouts. These downspouts will be channelized to lead the collected rain water up to a filter bed. The rain water will be filtered and then be recharged to the nearest aquifer hereafter through a newly constructed bore well. The work is in progress.

Impact :

- The solar panel at the hostel can be used to generate electricity for running geysers which will help the students especially during the winter months. Outdoor lighting in the campus will help us to save electricity consumption and will be cost effective.

- The harvested water can be used as drinking water as well as for storage and other purposes like gardening, irrigation etc.

Contact Details :

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Website : ladybrabourne.com

ANNEXURE VII

BEST PRACTICE II

Best Practice II : Lady Brabourne College Women's Studies Centre was established in the year 2010. Activities of this centre on gender centric issues as well as on women's education and awareness are of special mention.

The Objectives :

Lady Brabourne College caters exclusively to the educational needs of women. The institution has a U.G.C. funded *Women's Studies Centre* which undertakes research on gender issues, organizes seminars and various other programmes to discuss and deliberate on gender issues. The centre publishes materials on research on women's issues to promote women empowerment.

The Context :

2014, being the Platinum Jubilee Year of the college, the Women's Studies Centre celebrated the International Women's Day as well as the 5th birthday of the centre quite elaborately. The centre has also organized various events like short story writing competition, seminars, workshops, awareness programme and film-shows. It regularly publishes ISBN books and newsletters.

The Practice :

This year Women's Studies Centre organized a bilingual short story writing competition on the broad theme 'Women'. A poster competition on the theme 'Women's Education and Empowerment' was also held. On 8th march, the centre in collaboration with Punjab National Bank (PNB), gifted books to one meritorious student from each department of our college. Mr. P.K.Sharma, GM, PNB and Mr. B.S. Menon, Circle Head, PNB, Kolkata delivered the books to our selected students. The book distribution ceremony was followed by the staging of a play titled 'Rajnamcha', presented by the theatre group 'Nirbak Abhinoy Academy'.

This year the centre has published a rich compilation of the reports of the completed research projects funded by the centre. In March 2014, it has also published its 5th Annual Newsletter which showcases the activities and achievements of the centre during the past one year.

The Women's Studies Centre is proud to publish two anthologies of essays relating to women. The anthology in English, titled 'The Other Universe: An Anthology of Women's Studies' has been published in collaboration with Setu Prakashani, Kolkata and edited by Dr. Aparna Bandyopadhyay and Dr. Krishna Dasgupta. The Bengali Anthology titled 'Naree: Bastabe O Kalpabastabe' edited by Dr. Krishna Dasgupta and Dr. Aparna bandyopadhyay and published by Sanskrita Pustak Bhandar enriches the field of Women's Studies by their path-breaking empirical findings and theoretical insights.

The centre has provided partial financial support by contributing Rs. 1,20,000 towards the making of a documentary film titled "Lady Brabourne College and Women's Emancipation: Continuity and Change" under the initiative taken by Dr. Krishna Dasgupta. The film highlights the remarkable contribution of this institution in the light of the completion of its 75 years to the education and empowerment.

Impact :

The Women's Studies Centre has become another feather to the academic cap of Lady Brabourne College. The students are greatly benefitted from the lectures and workshops of the renowned scholars and personalities who are stalwarts in different fields of Women's Studies research by listening to them. The Annual Newsletters published by this centre provides updated information on the publications and talks by the faculties of this college in the field of Women's Studies which will help the students a lot.

Contact Details

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