ANNUAL QUALITY ASSURANCE REPORT
2015-16

LADY BRABOURNE COLLEGE
Govt. of West Bengal, Kolkata

The Annual Quality Assurance Report (AQAR) of the IQAC 2015-16

(as per revised guidelines in October 2013)

LADY BRABOURNE COLLEGE KOLKATA

The Annual Quality Assurance Report (AQAR) 2015-16 of the IQAC

Contents

Part – A

Part – B

Part – A

1. Details of the Institution

1.1	Name of the Institution	**LADY BRABOURNE COLLEGE**
1.2	Address Line 1	P-1/2 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)

WBCOGN12752

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/AQAR2015-16.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 out of 10	2006	2011
2	2nd Cycle	A	3.2 out of 4	2014	2019
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)*

2015-16

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

   v.   AQAR_2013-14 submitted to NAAC on 01/09/2014 (DD/MM/YYYY)

   vi.   AQAR_2014-15 submitted to NAAC on 22/09/2017 (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 ☐
(eg. 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)
> Ph.D. and M.Phil., Certificate courses in Public Relations & Advertising, Mutimedia & Animation, Spanish. UG Diploma in Computer Applications, PG Diploma in Food & Drug Safety.

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 of Calcutta

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 | 15+6 |

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 community representatives | 01 |

2.7   No. of Employers/ Industrialists | 00 |

2.8   No. of other External Experts | 02 |

2.9   Total No. of members | 27 |

2.10   No. of IQAC meetings held | 04 |

2.11   No. of meetings with various stakeholders: No. | 01 | Faculty | 01 |

       Non-Teaching Staff Students | 01 | Alumni | - | Others | - |

2.12   Has IQAC received any funding from UGC during the year?   Yes | ✓ | No | |

       If yes, mention the amount | 3 lakh (initial funding) |

2.13 Seminars and Conferences (only quality related)

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

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

   (ii) Themes | Fundamental Aspect of Value and its relevance in contemporary life |

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.

- 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. With the initiative taken by IQAC, PG course in Political Science has been started successfully from the session 2015-16. A mission has been taken by IQAC **to open PG courses in Chemistry, Botany and Zoology** from the next academic session 2016-17. The college has obtained the sanction from University of Calcutta.

- 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 second cycle of evaluation by NAAC in 2014, 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 progress is documented; if targets remain unfulfilled immediately the projection for the coming year is modified at the IQAC level.

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 Political Science, Chemistry, Botany and Zoology.	1. PG course in Political Science department has already been started from the session 2015-16. PG courses in Chemistry, Botany and Zoology will be started from the coming session 2016-17.
2. Plan for the forthcoming seminars and workshops organized by the college.	2. A number of National level, State level and also College level seminars have been organized during the year.
3. To promote research and infrastructural development e.g. Advanced Level Research Laboratories, Roma Chowdhury Building etc.	3. Construction work of Roma Chowdhury Building has been successfully completed up to three storeys in this year. The installation work for the extension of Wide Area Network (WAN) to Roma Chowdhury Building has been started.
4. The college is planning to achieve the grant under BOOST II Programme, Dept. of Biotechnology, Govt. of West Bengal.	4. An amount of Rs. 30 lakh has been allotted to our college under BOOST II Programme as per the recommendation made by the Screening Committee on BOOST Programme by the Dept. of Biotechnology, Govt. of West Bengal.
5. To open a fully air-conditioned Food Court adjacent to the main canteen and UGC – sponsored Merged Scheme Building	5. Completion of arrangement of a fully air-conditioned Food Court adjacent to our main canteen and another fully air-conditioned cozy seating arrangement in the food court area meant only for teachers. 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.
6. Optimum utilization of the Infrastructure grant of Rs. 2 Crore sanctioned under Rashtriya Uchchatara ShikSha Abhijan (RUSA)	6. Received two installments – Rs. 50 lakh in the first installment and Rs. 72 lakh, 91 thousand 6 hundred and 66 only in the second one. Allotted amount has been spent successfully.
7. After completing a number of activities under CPE Phase I in 2012 and reaccreditation of NAAC with A level certification in 2014, our college has planned to submit a proposal for the next phase of CPE this year.	7. Submitted proposal for the next phase of CPE and in May, 2016 Principal madam defended the proposal before an Expert committee of the UGC in New Delhi. The committee reviewed and recommended our college as eligible for the CPE II.
8. 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.	8. In February, 2016, Solar Panels of 1 kWp energy have been installed on the roof top of the main building of our college with the initiative of Dept. of Physics in collaboration with West Bengal Renewable Energy Development Agency, Govt. of west Bengal and the Higher Education Department, Govt. of West Bengal.
9. Construction of a Rain-water Harvesting System for sustainable development.	9. With the initiative of Dept. of Botany, a Rain water Harvesting Project of Rs. 43 lakh in collaboration with State Water Investigation Directorate, Govt. of West Bengal has been successfully completed.

* 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	7	-	-	-
UG	21	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	2	-	2	2
Certificate	3	-	3	3
Others	-	-	-	-
Total	39	-	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	7
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, Physics and Bengali also have unique features.

- The PG syllabus in English has for instance a very scientific inter-related theory practical structure.

  – Students are exposed simultaneously to aesthetics, philosophy and their applied form in the texts in all the semesters.

- – European Classics in translation is part of the Core course so that there is exposure to Literatures in English. American literature is on offer as option and the department plans to open Visual Interpretations of Literary texts shortly.

  – A set of two term papers and a dissertation is part of the core curricula encouraging the mastering of research and critical writing skills which will ensure career advancements.

- • In Microbiology 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.

Lady Brabourne **College has introduced PG in Political Science this year i.e 2016**. By pursuing PG in Political Science here students can find meaningful career opportunities in the academia, administration, journalism, law, non-government sector and in the corporate sector. The teaching faculty for teaching PG in Political Science includes Principal madam and the five faculty members, besides there are distinguished Professors from different Universities to render lectures in the subject. Prof.Purusottam Bhattacharya (JU), Prof Debi Chatterjee (JU), Prof Parthapratim Bose (JU), Prof Dipankar Sinha (CU), Prof Arunabha Ghosh (RBU) and Prof Amartya Mukhopadhyay (CU) comprise of our guest faculty.

Criterion – II

2.   **Teaching, Learning and Evaluation**

2.1   **Total No. of permanent faculty**

Total	Asst. Professors	Associate Professors	Professors	Others
95	50	41	1+1(Principal)	2 (Library)

2.2   **No. of permanent faculty with Ph.D.** | 57 |

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	1	1	1	-	-	-	-	3	2

2.4   **No. of Guest and Visiting faculty and Temporary faculty**

| 10 | | 5 | | 18 |

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 Seminars/ Workshops	7	14	17
Presented papers	26	16	11
Resource Persons	-	4	5

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

- **Zoology** department has been using multimedia system of teaching and presentation to convey information to the students in the classroom through power point presentations using Digital multimedia projector. (Optoma), Portable Digital Document Visualiser (Avermedia) and laptop. This involves a combination of various digital media types as text, images, graphs, audio and video into an integrated multi sensory interactive application. The department organized regular seminars with speakers from different institutes and Universities to update the students with the recent developments in Science and their relevant subject.
  Physics:
  i.   Students are encouraged to participate in seminars.

ii.   Post Graduate students are taken for laboratory visits in research institutes and they are required to give a presentation on the same.

Hindi: Use of Audio –Visual system.

Chemistry:

Type of Classes	Methods implemented
Theoretical	- Board & Chalk (Chalk and Talk) - Demonstration - Over-head projection - Power-point Presentation - Students' presentation followed by interactive session - Accessibility of internet facility
Practical	- Demonstration of experiments with proper theoretical background - Performing experiments(hands-on) - Viva or oral interactions regarding experiments - Lab-Quiz

English: The Department organizes invited lectures, use of PPT and e Library. The department also has, at the Honours level, a system of tutorials at the UG level where students organized into small groups, have contact sessions with assigned faculty members regarding academic support and improvement.

Economics: Use of OHP often while delivering lectures. Giving problem assignments to students.

Microbiology department adopted the method of presentation by the students, quiz contest, white board contest and publication of magazine by PG students

Geography pursue debate on current topics

Philosophy department: The students are encouraged to participate in various class room discussions, presentations. The students are evaluated through class tests. Course materials are also provided to weaker students in the class.

2.**7**   Total No. of actual teaching days During this academic year | 189 |

2.8   Examination / Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online MultipleChoice 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

| 10 | - | - |

2.10   Average percentage of attendance of students | 89.7 |

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	478	-	35.35	53.14	-	88.49
UG II	469	-	37.1	58.0	-	95.09
UG III	430	-	42.56	50.93	-	93.49
PG	99	-	84.85	15.15	-	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 a well equipedmultigym facility in the college.

- The plan period 2012-2017 continued with the high standard of teaching, learning and evaluation as natural extension of the tradition of the college.

2.13   Initiativesundertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	7
UGC – Faculty Improvement Programme	
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.	12
Others	6

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	49	30	1	-
Technical Staff	0	0	-	-

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. With the initiative of IQAC, six **Advanced Research Centres** were established involving six PG departments to promote advanced level research in the college. Specialized research areas of the six Advanced Research Areas are as 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 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.

- **Interdisciplinary Programmes started** –
  - ✓ East Kolkata wetland Project completed under CPE Phase I
  - ✓ Proposed interdisciplinary Project on Sunderbans under CPE Phase II (Grant awaited)
  - ✓ State Government funded Project by English and Persian departments on "The Role of Lady Brabourne College in Educating the Minority Woman and its impact on the Woman of Bengal" was conducted between 2014-2016 and the findings await publication in 2017.

3.2   **Details regarding major projects**

	Completed	Ongoing	Sanctioned	Submitted
Number		3		
Outlay in Rs. Lakhs		11.23297		

3.3   **Details regarding minor projects**

	Completed	Ongoing	Sanctioned	Submitted
Number	4	20		
Outlay in Rs. Lakhs		2.1325		

GRANT FROM UGC
2015-2016

Type of Grant	Amount	Date of Receipt
Minor Research Project		
Bidisa Chattapadhyay (Final)	22,500.00	2/04/15
Papia Ganguly (2nd)	44,000.00	"
Shikha Paul (Final)	6,750.00	May/June 2015
Somasree Roychowdhury	44,000.00	Feb 2016
Aparna Bandyopadhyay	52,000.00	
Mou Roy	44,000.00	
Major Research Project		
Anuradha Chaudhuri (2nd)	5,53,200.00	
Sanjukta Mondal Parui	3,05,497.00	
JRF		
Scholar of Sudeshna Dasgupta: Soumyajit Pramanick	2,64,600.00	20/06/15

3.4   Details on research publications

	International	National	Others
Peer Review Journals	20	7	12
Non-Peer Review Journals		1	1
e-Journals			
Conference proceedings	3	6	

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	
2.Dr. Sanjukta Mondal (Parui)	3	UGC	13,5,800	
3.Dr. Anuradha Chaudhuri	3	UGC	9,22,800	
4.Dr. Paulami Maiti	3	UGC	4,86,000	
5. Dr. Indrani Choudhury Dutt	2	Higher Education Department and women studies centre	1,50,000	
7.Dr. Aparajita Dasgupta		UGC	5,65,500	

3.7   No. of books published   i) With ISBN No.   2   Chapters in Edited Books   6

ii) Without ISBN No.   3

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   `18`   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	3	8
Sponsoring agencies			Women Studies Centre, LBC		DBT

3.12   No. of faculty served as experts, chairpersons or resource persons   `17`

3.13   No. of collaborations: International: nil   National: 1   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   `13.36547`   From Management of University/College   `nil`

Total   `13.36547`

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	2	2			1

3.18   No. of faculty from the Institution who are Ph. D. Guides | 12 |

and students registered under them | 28 |

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 | 15 | SRF | 4 | Project Fellows | 2 | Any other | |

3.21   No. of students Participated in NSS events:

University level | 17 | State level | 3 |

National level | - | International level | - |

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

3.23   No. of Awards won in NSS: NIL

University level | - | 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 | |

NCC | NA | NSS | | Any other | - |

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

> ➢ The 10th Anniversary of "Global Awareness of Cancer" and the "World Cancer Day" was observed in the college on 4th February, 2016. It was organized by the Department of Micrbiology where a beautiful lecture was delivered by Rasna Parveen, Ph.D Scholar of Dr. Aditi Nag-Chaudhuri, former head, Department of Microbiology.

- NSS Unit:
  i) Students of our hostel actively take classes for slum children every five days in a week in our hostel campus from 5 to 7 p.m. throughout the year.

  ii) NSS Unit II students regularly clean the college campus.

  iii) On 25th February, NSS students have enthusiastically participated in the University of Calcutta at a workshop on "Digital India". The programme was organized by the Department of Electronics and Information Technology under the guidance of the Ministry of Communication and Information Technology, Govt. of India.

  iv) Both the units of NSS of our college organized a special camp from 28th March to 3rd April this year. The special 7 day camp was inaugurated by Dr. Ashis Sana and Mr. Provash Chakraborty of the University of Calcutta. Lectures were delivered on "Blood donation", "Technology and NSS", "Breast Cancer", "Probiotics", and "Management of Emotional Problem.

  v) On the 1st of April this year, our college celebrated World AIDS Day organized by the NSS units of the college.

- 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. This year Ms. Anupurba Banerjee, Assistant Tagore Fellow of the Rabindranath Tagore Centre for Human Values, gave an hour-long talk on the 'Fundamental Aspect of Value and its relevance in contemporary life'. The talk was followed by a well-attended Question and Answer session.

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	2.4747×10^7 sq. mts.	-		2.4747×10^7 sq. mts.
Class rooms	38	20	State Govt. Fund	58
Other rooms including staff rooms		13	State Govt. Fund	13
Laboratories	34	7	State Govt. Fund	41
Seminar Halls	1	1(Merged Scheme Building)	UGC	2
No. of important equipments purchased (**≥ 1-0 lakh**) during the current year.	48			
Value of the equipment purchased during the year (Rs. in Lakhs)	-			
Others				

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 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 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 up gradation of this software has also been done. From 2016 as per the instruction of State Government, WBIFMS is extensively 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. Roma Chowdhury building is also included for Internet accessibility and Intercom facility from 2016.

- **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	39027		237(Govt. Grant) 310(UGC Grant)	Rs 155702 (Govt. Grant)	36972 1859	450000
Reference Books	58338		356(Govt. Grant) 464 (UGC Grant)	Rs 142587 (UGC Grant)	55457 2788	300000
e-Books	N-LIST	5000/- Subscription value	N-LIST 10	5500.00 85217	N-LIST + 10 eBooks	90717
Journals (Bound)	467		467		467	NA

Journals (Current)	21	Rs 44298.00	27	Rs 50000.00			
e-Journals			2	38747			
Digital Database	13 books	Rs 25000.00	Pages 12774	76641	2+12 CD	101641	
CD & Video	204 CDs Accompanying Materials		3 from RUSA book				
Others (specify)	Presentation 4717 NBHM 178		Presentation copy 108 NBHM 49				

4.4   Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others (Principal's room)
Existing	225	82	225	207	-	11	209	3
Added	23	1	23	0	0	2	20	0
Total	248	83	248	207	-	13	229	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.	Short Term Course on New Dimensions of Information Services in College and Universit Librariesy	Feb 2016 conducted by UGC, HRDC, Jadavpur University	Dr. Abira Chakraborty, Second Librarian

4.6   Amount spent on maintenance in lakhs:

i) ICT   Rs. 39,84,299/-

ii) Campus Infrastructure and facilities   -

iii) Equipments   Rs. 2,00,000/-

iv) Others   Rs. 1,75,000/-

Total :   Rs. 3,75,000/-

Criterion – V

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.

This year, utilizing the infrastructure grant under RashtriyaUchchataraShikshaAbhijan (RUSA), major spendings for the hostel upgradation have been made for:

- Sinking of a deep tube well in the hostel premise
- Complete overhauling and modernization of hostel kitchen and dining room
- Renovation of roof of hostel building

Since this year, 'New Food Villa' i.e. our canteen in the hostel campus remains open from 11 a.m. to 7 p.m. and serves food mainly to our hostelites and their visitors.

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
  - (b) 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
1506	206	28	

(b)   No. of students outside the state | 10 |

(c)   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:	204	42	38	1	1373	UG: 1286	165	34	20	1	1506
1089											
PG: 171	25	2	4	-	202	173	26	3	4		206
Self Financing Course: 86	6	2	-	-	94	345	47	14	27	-	433

Self financing Course	General	SC	ST	OBC	Physically challenged	Total
Animation Multimedia	30	9	1	1		41
Public Relation Advertisement	33	-	2	1		36
Spanish	25					25
PC application	261	38	11	24		334
Food & Drug safety	10			1		11

Demand ratio   14.67 :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.

Year of Passing	Sl. No.	Name of the Student	Higher Studies pursued/Qualification
Chemistry Honours 2015	1	Shalini Gupta	Integrated M.Sc cum Ph.D, presently in Indian Association for the Cultivation of Science, Kolkata
	2	Sampreeti Bhattacharrya	M.Sc, Kanpur IIT
	3.	Smiti Kumar	M.Sc, IIT, Mumbai
	4	Moushakhi Ghosh	M.Sc, IISER, Pune
	5	Sakshi Balsaria	M.Sc, IISER, Kolkata
	6.	Sushmita Chandra	M.Sc, IISER Pune
	7	Deepannita Samanta	M.Sc, Shibpur
	8	Ranita Pal	ISM Dhanbad
	9	Pallabi Haldar	ISM Dhanbad

5.5   No. of students qualified in these examinations

NET | 18 | SET/SLET | 1 | GATE | 16 | CAT | - | | |

IAS/IPS etc | - | State PSC | 1 | UPSC | - | Others | 1 |

5.6   Details of student counselling and career guidance

No. of students benefitted | 916 |

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
19	916	43	

5.8   Details of gender sensitization programmes

Programmes organized by Women's Studies Centre, Lady Brabourne College on gender sensitization issue:

- On the 8th March 2016, the centre celebrated International Womeen's Day by organizing a seminar, in which Prof. Sanjoy Mukhopadhyay, Dept. of Film Studies, Jadavpur University, delivered a talk titled 'Why did Nita scream: A Delayed Response', based on Ritwik Ghatak's 'Meghe Dhaka Tara'.

- On the 18th November, the centre in collaboration with the Post Graduate Dept. of English organized a seminar in which Prof. Sanjukta Dasgupta, former Head of the Dept. of English and former Dean of arts, University of Calcutta, spoke on 'Identity and Power: Media Representations of women in India'.

- To celebrate the International Women's Day departmentally, microbiology PG students delivered short lectures on the topic "Contribution of Women in the Advancement of Science" on the 8th March, this year.

5.9   Students Activities

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

State/ University level | 12 | National level | - | International level | 1 |

No. of students participated in cultural events

State/ University level | 8 | National level | 23 | International level | 2 |

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

Sports : State/ University level | 6 | National level | - | International level | - |

Cultural: State/ University level | 4 | National level | 11 | International level | 1 |

5.10 Scholarships and Financial Support

Name of Scholarship	Number of students	Amount (in Rs.)
DPI Half/Full Free scholarship	68	
Students' Welfare Fund Scholarship	22	3000x 22=66000
Sheela Kanoria Foundation Scholarship	17	
Kanyashree	44 (K2) 3 (K1)	44x25000 = 11,00,000/- 3 x 750 = 2250/-
MHRD Higher Education (CBSE)	2	2 x 10000 = 20000/-
Inspire scholarship	4	4 x 8000 = 32000/-

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 |

- NSS Unit: NSS students of hostel took classes of slum children every 5 days in a week in college hostel campus from 5-7 pm throughout the year
- Regularly NSS students clean college campus
- Students participated a NSS programme on First Aid on 27 th August at Calcutta University at 12 noon

- On 6th December 2015, Lady Brabourne College Celebrated "WORLDS AIDS DAY" collaboration with Presidency University. Dr Subrata Sarkar, Principal of R G Kar Nursing College Hospital delivered her valuable speech on AIDS. After Seminar students participated in a competition on AIDS.

- **29.03.2016**: Motivational Lecture on 'Blood Donation' by Dr. Debabrata Roy, Association of voluntary Blood donors, West Bengal.

- **31.03.2016**: Blood Donation camp.

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.

Criterion – VI

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.	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.

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.					

* 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 *two* 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** has been successfully completed up to three storeys in this year

- **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

Sl. No.	Department	Date	Industry visit/Research Institute
1	Microbiology	20th January, 2016	Vivekananda Institute of Biotechnology, Nimpith, South 24 Parganas, West Bengal
2.	PG students of Department of Physics	June, 2016	Nanotechnology Laboratory, S. N. Bose Centre for Basic Sciences, Kolkata

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   Rs. 12,20,250/-

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

- Lady Brabourne College Alumni Association has been playing a commendable role since its inception. A significant event organized by the association this year took place on the 28th of January, 2016 when Smt. Ketaki Kushari Dyson, eminent scholar, writer and poet, also an alumna of this college, spoke about her life, works and thoughts about the world. She was in conversation with Prof. Gopa Datta, former Principal of our college.

- The Association's Annual Fund-Raising Programme was held on the 19ᵗʰ of February this year where Smt. Bijoylakshmi Barman, an alumna of this college and a well- known elocutionist and theatre personality, presented a solo performance of "Jaara Brishtite Bhijechhilo", composed by Sri Joy Goswami.

- The Alumni Association is working on a comprehensive website of their own and to this effect a formal agreement was made between the Association and the Teeveetronics Polytechnic Private Limited in March, 2016.

- On 17ᵗʰ December, the 4ᵗʰ Mandalika Banerjee Memorial Lecture by Prof. Swapan Chakraborty was organized by the Alumni association.

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:

Two librarians Dr. Mitali Bhattacharya and Dr. Abira Chakraborty have continuously kept themselves busy with digitization work, Information Literacy Training, Book Exhibition, OPAC, N-List Programme of INFLIBNET, Man Power Development Programme etc. Dr. Abira Chakraborty, our second librarian, attended a short term course on New Dimensions of Information Services in College and University Libraries" organized by the UGC, HRDC, Jadavpur University in February, 2016.

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 successfully maintains the 'Rain Water Harvesting System' in collaboration with the State Water Investigation Directorate, Govt. of West Bengal in the college campus.

- In February, 2016, a 1 KWP Solar Photovoltaic Power Plant has been 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 is being maintained by the Department of Physics.

Criterion – VII

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 "National Science Day" was celebrated in the college on the 29th February, 2016 by 10 science departments of the college under the able leadership of the conveners and members of our Science Promotion Committee. The different programmes organized by these science departments were enthusiastically appreciated by students and faculty members of our college. A competition on creative writing was arranged for our science students. The topic was a science fiction – 'The Landing of Astra 9 on An Unknown Planet'. Besides, certain experiments on Physics were also demonstrated for science students in our auditorium.

- This year Lady Brabourne College has been chosen as the Nodal Centre for Spoken Tutorial. This is an IIT Mumbai initiative as a part of 'The National Mission on Education through ICT', Ministry of Human Resource & Development, Govt. of India. The objective of this programme is to promote Information Technology Literacy through Free and Open Source Software in colleges. As a Nodal Centre, our college will remain responsible for the implementation of this programme in 17 other colleges throughout West Bengal. As part of this programme, our college will be starting classes and workshops involving students and faculty members from the coming session.

- An amount of Rs. 30 lakh has been allotted to our college under BOOST II Programme as per the recommendation made by the Screening Committee on BOOST programme by the Deptt. Of Biotechnology, Govt. of West Bengal. Since BOOST I Programme had benefitted the Post-graduate department of Microbiology, BOOST II Programme is aimed to benefit our 3 newly upgraded post-graduate departments of Chemistry, Botany and Zoology.

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

1. After completing a number of activities under CPE Phase I in 2012 and reaccreditation of NAAC with A level certification in 2014, our college submitted a proposal for the next phase of CPE. In May, 2016 Principal madam defended the proposal before an Expert committee of the UGC in New Delhi. The committee reviewed and recommended our college as eligible for the CPE II.

2. PG course in Political Science department has been started from the session 2015-16. PG courses in Chemistry, Botany and Zoology will be started from the coming session 2016-17.

3. Construction work of Roma Chowdhury Building has been successfully completed up to three storeys in this year. The installation work for the extension of Wide Area Network (WAN) to Roma Chowdhury Building has been started.

4. An amount of Rs. 30 lakh has been allotted to our college under BOOST II Programme as per the recommendation made by the Screening Committee on BOOST Programme by the Dept. of Biotechnology, Govt. of West Bengal.

5. Completion of arrangement of a fully air-conditioned Food Court adjacent to our main canteen and another fully air-conditioned cozy seating arrangement in the food court area meant only for teachers. 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.

6. Optimum utilization of the Infrastructure grant of Rs. 2 Crore sanctioned under Rashtriya Uchchatara ShikSha Abhijan (RUSA) : Received two installments – Rs. 50 lakh in the first installment and Rs. 72 lakh, 91 thousand 6 hundred and 66 only in the second one. Allotted amount has been spent successfully.

7. In February, 2016, Solar Panels of 1 KwP energy have been installed on the roof top of the main building of our college with the initiative of Dept. of Physics in collaboration with West Bengal Renewable Energy Development Agency, Govt. of west Bengal and the Higher Education Department, Govt. of West Bengal.

8. With the initiative of Dept. of Botany, a Rain water Harvesting Project of Rs. 43 lakh in collaboration with State Water Investigation Directorate, Govt. of West Bengal has been successfully completed.

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

Best Practice I   :   As a part of Environmental Awareness Programme adopted by the college, two significant projects namely i) installation of 1 KWp solar power plant and ii) a Rain Water Harvesting Project have been completed in this year.

Best Practice **II**   :   Lady Brabourne College as the Nodal Centre for Spoken Tutorial which is an IIT Mumbai initiative as a part of the National Mission on Education through ICT, Ministry of Human Resource Development, Govt. of India.

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 has been 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 has been 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. The project of Rs. 43 lakh has been successfully completed in this year.

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. • The 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	• 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 and non-teaching posts is extremely slow.

	Centre successfully carries out programmes related to various women related issues.	
	• This year six Advanced Research Centres comprising six PG departments have been opened under the guidance of University of Calcutta.	
	• 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.	
Opportunities	**S-O Strategies:**	**W-O Strategies:**
• Establishment of the IQAC post the first	• Upgradation of one classroom in every	• Generation of reserve funds for meeting

cycle of NAAC and its activities has sensitized the departments regarding quality control, record maintenance, utilization of funds, academic expansion and collaborations.	department using modern facilities including WiFi connectivity.	contingent needs of the College and also to cater to needy students who fails to receive financial help from external agencies.

• Introducing institutional scholarships/freeships for those meritorious and economically backward students not receiving financial assistance from other sources.	• 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
		• 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 designing and syllabus framing, like introduction of environment friendly courses like green chemistry etc. at UG level.

• Participation in academicprogrammes like seminars, workshops, debates, JAM/MBA 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.	• 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	
• 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.	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	
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 (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	**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 the Institutional library within library networking circle.	**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 available to them within campus at subsidized rates.

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	• 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.	

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

   PROPOSED INFRASTRUCTURE UPGRDATION FOR 2016-2017 :
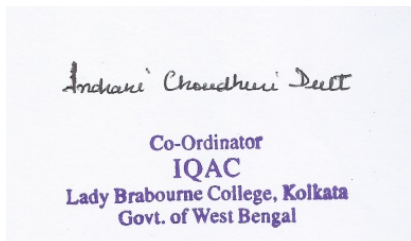
   1. Upgradation of College Networking System.

   2. Completion of installation work of two more storeys of three storey Roma Chowdhury Building

   3. Maintenance and beautification of college garden.\

   4. To strengthen the security system, installation of Closed Circuit TV in the hostel as well as in the main campus.

   5. Installation of elevator in the main building

PROGRAMMES PROPOSED :

1.   Implementation of CPE Phase II work satisfactorily.

2.   To open PG courses in different departments like Botany, Zoology and Chemistry.

3.   Extension of Solar power Plant up to 20 kWp Grid connected .

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.   Plan for the forthcoming seminars and workshops organized by the college

6.   Successful implementation of the BOOST II Programme under Dept. of Biotechnology, Govt. of West Bengal for upgradation of three post-graduate departments viz. Chemistry, Botany and Zoology.

Dr. Indrani Choudhuri Dutt   **Prof. Siuli Sarkar**
Name _____   *Name* _____

Indrani Choudhuri Dutt
Co-Ordinator
IQAC
Lady Brabourne College, Kolkata
Govt. of West Bengal

SSarkar

Principal
LADY BRABOURNE COLLEGE
Govt. of West Bengal
Kolkata

_____   _____
Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*
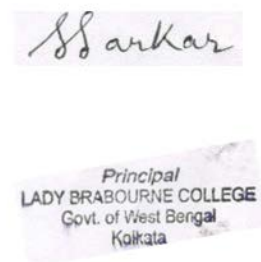
ANNEXURE I

ACADEMIC CALENDER
JUNE 2015- APRIL2016

02-06-15	Tuesday	:	Holiday for Shab-e-Barat
	to		
03-06-15	Wednesday		
04-06-15	Thursday	:	B.A./B.Sc. Part II University Examination begins
16-06-15	Tuesday	:	College re-opens after Summer Vacation
20-06-15	Saturday	:	AGM of Alumni Association
04-07-15	Saturday	:	First Year Admission (Arts)
07-07-15	Tuesday	:	First Year Admission (Science)
15-07-15	Wednesday	:	Orientation Programme for 1st year student
16-07-15	Thursday	:	1st Year Classes begin. Full Session Time Table comes into force
17-07-15	Friday	:	Holiday for Id-Ul-Fiter & Rathajatra
	&		
18-07-15	Saturday		
21-07-15	Tuesday	:	B.A./B.Sc. Part II Practical University Examination ends
			3rd Year classes begin
22-07-15	Wednesday	:	B.A./B.Sc. Part I University Examination begins
03-08-15	Monday	:	Practical for B.A./B.Sc. Part I University Examination
	to		
21-08-15	Friday		
04-08-15	Tuesday	:	P.G. Admission Test
07-08-15	Friday	:	B.A./B.Sc. Part I Theoretical Examination ends
06-08-15	Monday	:	Second List Admission of 1st Year students
15-08-15	Saturday	:	Celebration of Independence Day
17-08-15	Monday	:	P.G. Admission
19-08-15	Wednesday	:	P.G. classes begin
26-08-15	Wednesday	:	Celebration of College Foundation Day
28-08-15	Friday	:	Distribution of B.A./B.Sc. 1st Year Registration Forms
31-08-15	Monday	:	Last date of subject change
01-09-15	Tuesday	:	Submission of B.A. 1st Year Registration forms (without fine)
02-09-15	Wednesday	:	Submission of B.Sc. 1st Year Registration forms (without fine)
05-09-15	Saturday	:	Holiday for Janmastami
14-09-15	Monday	:	Monthly Test for 1st Year B.A./B.Sc.

17-09-15	Friday	:	Submission of Registration Forms B.A./B.Sc. To CU by College (without fine)
18-09-15	Friday	:	Holiday for Biswakarma Puja
21-09-15	Monday	:	Distribution and Submission of Registration forms (B.A./B.Sc.) with fine
24-09-15	Thursday to	:	Id-Uz-Zoha
25-09-15	Friday		
28-09-15	Monday	:	First Year Mid-Term Test. MIL, Compulsory English
02-10-15	Friday	:	Holiday for Gandhi Jayanti
12-10-15	Monday to	:	Mahalaya Puja Vacation
23-11-15	Monday		
24-11-15	Tuesday	:	College re-opens after Puja Vacation
25-11-15	Wednesday	:	Holiday for Guru Nanak's Birthday
30-11-15	Monday	:	Mid-Term Test 3rd year
01-12-15	Tuesday	:	Mid-Term Test (only Hons) 2nd Year. College Re-Union
02-12-15	Wednesday	:	Mid-Term Test 1st Year (Only Hons.)
07-12-15	Monday	:	B.A./B.Sc. Part I & II Supplemental Exam. Form fill up
09-12-15	Wednesday	:	Holiday for Akhri Chahar Samba
10-12-15	Thursday	:	College Re-Union
11-12-15	Friday	:	Annual Function
14-12-15	Monday to	:	College Fest
15-12-15	Tuesday		
18-12-15	Friday	:	Submission of Mid-term marks - 3rd Year & 2nd Year
21-12-15	Monday to	:	Holiday for Christmas
31-12-15	Thursday		

2016

01-01-16	Friday	:	Holiday for New Year's Day
02-01-16	Saturday	:	College re-opens after Christmas Holidays
04-01-16	Monday to	:	Last date for submission of 3rd Year percentage of attendance (calculation upto 05-01-16)
06-01-16	Wednesday		
08-01-16	Friday	:	Mid-Term Test - 1st Year (Only General Subjects)

09-01-16	Saturday		
	to	:	College Test - 3rd Year
14-01-16	Thursday		
12-01-16	Tuesday	:	Holiday for Vivekananda's Birthday
13-01-16	Wednesday	:	Last date for submission of 1st Year Mid-Term (Hons. & General) courses
21-01-16	Thursday	:	Holiday for Fateha-Yaz-Daham
23-01-16	Saturday	:	Holiday for Netaji's Birthday
25-01-16	Monday	:	Maghotsav
26-01-16	Tuesday	:	Celebration of Republic Day
27-01-16	Wednesday	:	Last date for submission of 3rd Year Test Marks
29-01-16	Friday	:	Result Meeting for Part III Candidates
30-01-16	Saturday	:	Annual Sports meet of the College
03-02-16	Wednesday	:	Distribution of Forms - Third Year (Arts & Science)
03-02-16	Wednesday	:	Last date for submission of 2nd year percentage of attendance (calculation upto 02-02-16)
04-02-16	Thursday	:	Submission of Forms - 3rd Year Science
05-02-16	Friday	:	Submission of Forms - 3rd Year Arts
05-02-16	Friday		
	to	:	College Test - 2nd Year
10-02-16	Wednesday		
12-02-16	Friday		
	to	:	Holiday for Saraswati Puja
13-02-16	Saturday		
16-02-16	Tuesday		
	to	:	College Test 2nd Year
19-02-16	Friday		
22-02-16	Monday	:	Bhasa Diwas Celebration / 1st Year Class Test
29-02-16	Monday	:	Celebration of Science Day
02-03-16	Wednesday	:	Last date for submission of Marks - 2nd Year College Test
04-03-16	Friday	:	Result Meeting for Part II Candidates
06-03-16	Saturday	:	Last date for submission of 1st Year percentage of attendance (calculation upto 03-03-16)
07-03-16	Monday	:	Shivaratri
08-03-16	Tuesday	:	International Women's Day

09-03-16	Wednesday		
	to	:	College Test - 1st Year
16-03-16	Wednesday		
10-03-16	Thursday	:	Submission of Forms - 2nd Year Arts
11-03-16	Friday	:	Submission of Forms - 2nd Year Science
15-03-16	Tuesday		
	to	:	Part I Examination (CU) for Compulsory Languages
22-03-16	Tuesday		
23-03-16	Wednesday		
	to	:	Holiday for Doljatra, Holi, Good Friday, Easter Saturday
26-03-16	Saturday		
04-04-16	Monday	:	Last date for submission of Marks - 1st Year College Test
06-04-16	Wednesday	:	Result meeting for 1st Year
07-04-16	Thursday	:	Distribution of Forms - 1st Year (Arts & Science)
08-04-16	Friday	:	Submission of Forms - 1st Year Arts
09-04-16	Saturday	:	Submission of Forms - 1st Year Science
14-04-16	Thursday	:	Holiday for B. R. Ambedkar's Birthday
29-04-16	Friday		
	to	:	Summer Vacation
15-06-16	Wednesday		

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.

(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.

ANNEXURE III

LIST OF UNIVERSITY RANK HOLDERS DURING 2015-16

Sl. No.	Department	Name of the student	Total Marks (out of 800)	Class	Rank
1	Bengali	SREEJANI DASMUNSHI	510	I	19
2	Botany	PRIYAMEDHA SENGUPTA	605	I	3
3		GARGI HAZRA	602	I	4
4		SUDESHNA SAHA	592	I	8
5		TANIA CHAKRABORTY	582	I	11
6		SANJUKTA CHOWDHURY	570	I	17
7		SUBHASHREE PATTANAYAK	561	I	23
8	Chemistry	AMBREEN RASHID	618	I	5
9		NABARUPA BHATTACHARJEE	612	I	7
10	Economics	ZAREEN FAIZ	622	I	5
11		ANNESHA MUKHERJEE	590	I	13
12		POULAMI GHOSH	590	I	14
13		SALONKARA CHAUDHURI	587	I	15
14		ANKITA DEY	586	I	17
15		KSHAMA MISHRA	580	I	20
16	English	SHRITAMA MUKHERJEE	466	II	2
17	Geography	SANDIPTA SAHA	543	I	5
18		SONALI SMRITI BISWAS	531	I	11
19		MANAMI DATTA	531	I	12
20		DEBAPRIYA ROY	530	I	14
21		KASTURY BISWAS	527	I	18
22		SAYANI HALDER	524	I	28
23		PAYEL DAS	522	I	35
24	Hindi	PRIYA DUBEY	514	I	3
25	History	DISHA DAS	495	I	2
26		SNEHA ROY	493	I	3
27		RAYANI HALDER	489	I	6
28		SHOMEE BHATTACHARYA	481	I	17
29		CHANDRIMA GOSWAMI	476	II	30
30		SHREYA KUNDU	475	II	33
31		MADHURIMA CHAKRABARTY	475	II	34
32	Microbiology	ESHA DUTTA	597	I	6
33		DEBASMITA SAHA	573	I	9
34		KAHKASHAN KAMAL	573	I	10
35		SAJJITA SAHA	553	I	18
36		SARBARI SAHA	552	I	19

37	Mathematics	CHANDRIMA KAYAL	611	I	8
38		NAZIA HASSAN	593	I	16
39	Persian	ARJUMAND AKHTAR	471	II	5
40		AFRIN BEGUM	430	II	8
41		KHUSHNUMA TARANNUM	392	II	13
42		NIKHAT SIRAJ	392	II	14
43	Philosophy	SNIGDHA DAS	540	I	5
44		BITHIKA CHOWDHURY	539	I	6
45		SHREYASI SARKHEL	522	I	14
46		DEBOPAMA BOSE	511	I	19
47		MEGHNA ROY	502	I	21
48	Physics	DEBASMITA GIRI	627	I	5
49		AHANA GHOSHAL	616	I	8
50	Political Science	SUCHARITA SEN	525	I	4
51		MEGHA ROY	520	I	5
52	Sanskrit	PIYALI TARAFDAR	532	I	17
53	Sociology	MEHRUSH AKHTAR	513	I	1
54		PUJA DAS	495	I	3
55		UPASANA GUPTA	473	II	9
56		SUCHAITA SAHA	454	II	16
57		RAYA MUKHOPADHYAY	449	II	18
58	Statistics	DEBAPRIYA DUTTA	602	I	2
59		SHREYA BHATTACHARJEE	578	I	4
60		C SRIVIDYA	574	I	6
61		RITUPARNA GHOSH	570	I	7
62		SIKTA DASADHIKARI	556	I	9
63		MEGHNA MUKHERJEE	536	I	11
64		SAPTADEEPA ROY CHAUDHURY	523	I	12
65		MADHURIMA HALDER	513	I	14
66		SANGITA MAZUMDER	512	I	16
67		TRIPARNA PODDAR	504	I	18
68	Urdu	KHUSHNUMA NOURAIN	492	I	6
69		RAFAT KAINAT	468	II	15
70		SHAHNAZ KHANUM	453	II	21
71	Zoology	SEJUTI CHOWDHURY	624	I	11
72		DISHA NANDA	623	I	13
73		SARMISHTA MUKHOPADHYAY	619	I	17
74		SRIPARNA PAL	618	I	18
75		UPASANA BHATTACHARYA	610	I	26
76		ANAMIKA MANNA	609	I	28

ANNEXURE IV

NSS ACTIVITIES

100 volunteers of Lady Brabourne College, NSS Unit II have completed their program which conducted for more than 120 hours within two years. They regularly join various program arranged by our College or University. There activities are given below:

- NSS students who stay in hostel use to take classes for slum children every five days in a week in college hostel campus from 5 to 7 pm throughout the year.

- Students of NSS unit II also clean the college campus.

- Students observed Independence Day on 15th August 2016 in Lady Brabourne College Campus.

- Students attended a NSS program on First Aid on 27th August in Calcutta University at 12 noon.

- Celebrate Teachers Day on 5th September.

- NSS Day observed on 24th September in College campus.

- Our College observed Birth Day of SaddarBallaveBhai Patel on 31st October in College auditorium. Our NSS Students participated in a rally 'Run for Unity" around the Maidan frond of our college.

- On 6th December 2015, Lady Brabourne College Celebrated "WORLDS AIDS DAY" collaboration with Presidency University. Dr SubrataSarkar, Principal of R G Kar Nursing College Hospital delivered her valuable speech on AIDS. After Seminar students participated in a competition on AIDS.

Students actively participated in a workshop on Digital India, on 25th February, at Calcutta University. This programme organized by department of Electronics and information technology under the guidance of Ministry of Communication and Information Technology, Government of India. This effort goes a long way to create a culture of volunteering amongst all sections of society and enhance access and understanding of online service taken under Digital Service.

The NSS units I and II of Lady Brabourne College jointly organized the special camp from 28.0.2016 to 3.04 2016:

28.3.2016: Inauguration of the 7days special camp by Dr. Asis Sana and ProvashChakraborty (In-charge of NSS,CU).

29.03.2016: Motivational Lecture on 'Blood Donation' by Dr. Debabrata Roy, Association of voluntary Blood donors, West Bengal.

30.3.2016: Lecture on 'Technology and NSS' by Dr. MonishaChakraborty,   Assistant Professor, school of Bio Science and Engineering, Jadavpur University.

31.03.2016: Blood Donation camp.

01.04.2016: Breast Cancer Awareness Programme by Prof. PurnimaKundu, Nursing College of Calcutta Medical College and Hospital.

02.04.2016: Lecture on 'Probiotics' by Dr. Aditi Nag Choudhury, Associate Professor. Dept. of Microbiology.Lady Brabourne College.

03.04.2016: Lecture on ' Management of Emotional Problem through Yoga'' by Dr. MuktipadaSinha, Assistant professor , Dept. of Education , Jadavpur University .

Programme Officer:

Snigdha Pain (Unit I)   **Dr. Sutapa Ray (UnitII)**

Dept. of Statistics   *Dept. of Sanskrit*

Members   :   Durbe Bhattacharya, (Dept. of Zoology) Suparna Pal , (Dept. of Botany),

BratatiChakraborty, (Dept. of Statistics), Mahua Ray, (Dept. of Sociology),

MahuaChatterjee, (Dept. of Geography).

ANNEXURE V

Details of student counselling and career guidance

The Career Counselling and Placement Cell of Lady Brabourne College has been very active throughout the year. It has provided our students with several national and international level interaction programmes as well as recruitment drives in various corporate sectors.

- Teach For India has held their campus recruitment drive and has selected the campus ambassador from our college.

- Techno India Limited had arranged a career orientation seminar on the 21st September and the seminar was followed by interactive session that was of immense help for the students.

- TCS is waiting for their campus recruitment drive.

- 'Endeavour Careers Private Limited' has been invited for a career counseling session for our students on the 23rd November. This session was followed by an interactive talk by competent trainers from 'Globsyn Business School'. The talk was basically aimed at raising awareness among our students on how to groom themselves for management entrance examinations through refining their communicative and analytical skills.

- Since many of our students aspire to go abroad for higher studies after taking their graduation degrees, a session with the representatives of Leeds University, UK was arranged in the last week of November. Students were made aware of the modalities of studying in the United Kingdom, of the courses offered, scholarships available and the admission procedure not only at Leeds, but at other UK Universities as well.

LADY BRABOURNE COLLEGE					
CARREER COUNSELLING REPORT (APRIL 2015-TO PRESENT)					
Sl. No.	Name of The Company	Details of Visit	Purpose of Visit	Benefits for Students	Attenda nce
1	**INDIA IDEAS. COM LTD**	08-Apr-15	PROPOSAL FOR STUDENTS INTERACTION PROGRAMME	The students were offered to be enlightened about important corporate sector basics and dynamics, to build them for future.	25
2	**KOLKATA POLICE**	28-Apr-15	PROJECT "SUKANYA"	Kolkata Police in collaboration with the College Career Counselling Committee organised a project called "SUKANYA" for providing Self Defense Training Course for students.	80

3	**THE INSTITUTE OF COST ACCOUNTANT S IN INDIA**	5th May'2015	STUDENTS INTERACTION PROGRAMME	The students were offered counselling about the Cost & Management Accountant (CMA) course, and were offered admission in their reputed institute.	30
4	**INSTITUTE FOR QUALITY SKILL TRAINING**	6TH May'2015	RECRUITMEN T PROGRAMME	A total of 19 final year students were selected and are recruited presently to a number of good companies like Nestle- India, Aircel etc.	25
5	**TATA CONSULTANC Y SERVICES**	Jul-15	RECRUITMEN T PROGRAMME	A total of 27 students of present final year are selected and are to be recruited to several best companies on successful completion of their undergradutaion.	150
6	**SIMPLY INVEST**	3rd August, 2015	OFFERING JOB OPPURTUNITI ES	Students from the college were invited to apply for many vacancies in their organisation. The Career Counselling Committee duly notified the students about the good oppurtunity.	70
7	**ANANDA BAZAR PATRIKA**	5th August,20 15	CONDUCTION OF PANEL DISCUSSUION IN THE COLLEGE	The paper offered to conduct a panel discussion in the College.	80
8	**PREMIER VIGILANCE & SECURITY PVT. LTD.**	7thAugust '2015	RECRUITMEN T PROGRAMME	The company offered to recruit the students to work in their office. The students were duly informed about the opening.	37
9	**TEACH FOR INDIA**	11th August'20 15	RECRUITMEN T PROGRAMME	Teach for India proposed recruitment of the students. The proposal is under consideration.	75
10	**E3**	27th August,20 15	STUDENTS INTERACTION PROGRAMME	E3 invited the students fro a students interaction programme to enlighten them on changing paradigm of education. The students were duly informed about the event.	45

11	**PIDILITE**	19th Septembe r'2015	PROPOSAL FOR ART & CRAFT ACTIVITIES	The students were invited for a workshop to participate in art & craft activities. The students were duly infromed about the workshop.	30
12	**INTERNATION AL BUSINESS SCHOOL**	26th SEPTEM BER'2015	STUDENTS INTERACTION PROGRAMME	IBS offered a counselling for the students on carreer after graduation.	25
13	**EU PUBLIC DIPLOMACY & OUTREACH IN INDIA**	17th NOVEM BER'2015	STUDENTS PARTICIPATI ON IN THE VIRTUAL FAIR	The students as well as the college were invited for participation in WEBINARS, which was to be held in the VIRTUAL FAIR, 2015.	28
14	**THE INSTITUTE OF COMPANY SECRETARIES OF INDIA**	01-12-2015	CAREER COUNSELLIN G SESSION	The Institute offered a counselling session for the students on "Career as a Company Secretary)	45
15	**EBELA AND AIRCEL**	10-01-2016	PANEL DISCUSSION	The firm has proposed a Panel Discussion on telecom sector. The proposal is under consideration.	38
16	**SRI SRI UNIVERSITY**	08-01-2016	KIOSK	The University set up a kiosk in the college campus for informing students about their University.	20
17	**DEVELOPMEN T MANAGEMEN T INSTITUTE**	13-01-2016	INVITATION FOR AN ESSAY COMPETITIO N	Many of our students participated in the said competition.	33
18	**GANDHI FELLOWSHIP**	02-02-2016	STUDENT INTERACTION	The students were informed about the Gandhi Fellowship programme.	42
19	**INDIAN INSTITUTE OF PACKAGING**	15-02-2016	STUDENT SEMINAR	The students were enlightened about carreer in Packaging Technology.	38
				Total	**916**

ANNEXURE VI

BEST PRACTICE I

Best Practice I: Installation of 'RainWater Harvesting System' and '1KWP Solar PV Power Plant' to make the college campus eco-friendly

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:

- In February, 2016, Solar Panels of 1 KWP energy have been installed on the roof top of the main building of our college with the initiative of Dept. of Physics in collaboration with West Bengal Renewable Energy Development Agency, Govt. of west Bengal and the Higher Education Department, Govt. of West Bengal. The solar energy thus produced is being used for outdoor lighting of our campus. WBREDA (West Bengal Renewable Energy Development Agency) has helped us to install **1 KWP Solar PV Power Plant**. The cost of Rs. 1,62,500/- for the installation work has been paid by the **Govt. of West Bengal**. We have a plan to make an extension of the project up to 20 KWp.

- 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. With the initiative of Dept. of Botany, the Project of Rs. 43 lakh in collaboration with State Water Investigation Directorate, Govt. of West Bengal has been successfully completed.

Impact:

- The proposed solar panel at the hostel building (as an extension of the existing project) 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 aswell as for storage and other purposes like gardening, irrigation etc.

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ANNEXURE VII

BEST PRACTICE II

Best Practice II: Lady Brabourne College as the Nodal Centre for Spoken Tutorial

The Objective:

The objective of this programme is to promote Information Technology literacy through Free and Open Source Software (FOSS) in colleges.

The Context:

Lady Brabourne College has been chosen as the Nodal Centre for Spoken Tutorial. This is an IIT Bombay initiative as a part of The National Mission on Education through ICT, MHRD, Govt. of India.

The Practice:

As a Nodal Centre, LadyBrabourne College will be responsible for the implementation of this programme in 17 other colleges throughout West Bengal. As part of this programme the college had arranged a one-day workshop on Libre Office, Math, Calc. in collaboration with Spoken Tutorial, IIT Bombay. The college proposes to hold classes and workshops involving students and faculty members all over Kolkata.

Impact:

45 teachers from Lady Brabourne College and other colleges in Kolkata participated in the one day workshop. We had a set of lectures delivered by the resource person Mr. FariduddinMasud of Spoken Tutorial, IIT Bombay. The lectures were followed by a lively question answer session. A lot of enthusiasm was generated and different colleges have started implementing the FOSS programme for the benefit of their students and faculty members.

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