



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

SETH ANANDRAM JAIPURIA COLLEGE

**SETH ANANDRAM JAIPURIA COLLEGE 10, RAJA NABAKRISHNA STREET
SOVABAZAR POST OFFICE HATKHOLA POLICE STATION SHYAMPUKUR
KOLKATA 700005 WEST BENGAL INDIA**

700005

www.sajaipuricollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

June 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Seth Anandram Jaipuria College, a government-aided institution affiliated with the University of Calcutta, was established in the pre-independence era by Padmabhushan Seth Mangturanji Jaipuria. His father, Seth Anandram Jaipuria, hailed from Jaipur, Rajasthan. The college was inaugurated by Pandit Jawaharlal Nehru on 22nd December 1945. Each year, the Foundation Day is commemorated with an Annual Seth Anandram Jaipuria Memorial Lecture featuring esteemed speakers from various fields.

Initially a Trustee college, the institution transitioned to a democratic Governing Body in 2022 under the directives of the State Government. The Governing Body comprises the President (MP Sri Sudip Bandyopadhyay), the Principal, teacher and non-teaching representatives, educationists from other city colleges, and a government official from the Department of Higher Education. Unique in Kolkata, Jaipuria College operates in three shifts under one administration. With over 4000 students per year, it offers Arts, Science, and Commerce courses across 21 Honours programmes. The college has 59 substantive teachers, 110 state-aided contractual teachers, 31 classrooms, and 12 laboratories within its four-story building, which includes two 10-capacity lifts and a lawn. Expansion is limited by space constraints. Outdoor sports facilities are provided through an MoU with a nearby sports club.

The college has steadily advanced its ICT infrastructure for teaching, learning, and administrative tasks, especially in the wake of COVID-19. The integration of online classes, exams, Google Classroom®, webinars, Google Meet®, TeamLink®, virtual meetings, and digital cultural events signifies a new digital era. In 2022, a biometric attendance system for teachers and staff was implemented, partial automation of the library was completed, and the admissions process became fully automated.

Jaipuria College is notably inclusive, not only through government-mandated seat reservations but also via student-friendly measures. English, Bengali, and Hindi languages and literatures are taught in a bilingual mode of instruction. Among the three shifts, one is exclusively for girls, one for boys, and one is co-ed. Flexibility exists between shifts, with common classes held at certain points to optimize time, space, and faculty resources.

Jaipuria College is a distinguished institution that stands out among its peers in providing exceptional education and opportunities for students from diverse backgrounds.

Vision

The college logo proudly displays the phrase "Vidya Amritam Bhava," reflecting the belief that knowledge fuels humanity's progress beyond life: Engaging in academics is an enjoyable journey that inspires and unleashes the potential hidden within every individual.

Padmabhushan Seth Mangturanji Jaipuria (1901-1978), the esteemed founding father of the college, envisioned the institution as a center of unbounded academic excellence. He sought to cultivate an atmosphere that celebrates India's rich cultural diversity and embodies the spirit of unity amidst this diversity.

The college's mission is to provide a comprehensive education that caters to a wide range of students, equipping them with essential skills and knowledge for the modern world. To achieve this, the institution focuses on the integration of information and communication technology (ICT) into its teaching, learning, and management processes. This approach fosters learning that empowers students to excel in an increasingly interconnected global community.

In addition to embracing ICT, the college is committed to creating an eco-friendly campus, promoting environmental awareness and sustainable practices among students, faculty, and staff. This green initiative enhances the college's physical environment and reinforces its role as a responsible educational institution dedicated to preserving the planet for future generations.

Collaboration is another key aspect of our vision, as we seek to forge partnerships with other educational institutions and organizations to provide students with diverse perspectives and opportunities for experiential learning. These collaborations will contribute to our students' overall development as well-rounded individuals.

Gender equality is a core value at the college, which strives to create an inclusive environment where all students can thrive regardless of their gender identity. This commitment extends to promoting equal opportunities for learning, growth, and achievement, as well as fostering a culture of respect and understanding among all members of the college community.

The college aims to provide a holistic education that nurtures the intellectual, emotional, social, and physical development of its students. By offering a supportive and stimulating learning environment, the institution empowers its students to reach their full potential, preparing them to become responsible, compassionate, and successful leaders in an ever-changing world.

Mission

Seth Anandram Jaipuria College Mission Statement

Seth Anandram Jaipuria College aspires to be a leading institution in higher education, fostering intellectual growth, critical thinking, creativity, and lifelong learning for our diverse student population. Our primary educational aims and objectives focus on nurturing well-rounded, responsible, and enlightened global citizens who contribute positively to society.

To achieve these aims, we provide a comprehensive range of academic programs that emphasize interdisciplinary learning, innovation, and research. Our faculty is dedicated to delivering a rigorous, cutting-edge curriculum that equips students with the knowledge and skills necessary for success in their chosen fields. We also recognize the importance of extracurricular activities in promoting personal growth, leadership, and teamwork. Therefore, we offer a wide array of clubs, sports, and cultural events that cater to the diverse interests and talents of our students.

We are committed to creating a safe, inclusive, and supportive learning environment that respects and values the uniqueness of each individual. Our college embraces diversity, equity, and inclusion initiatives, ensuring that all students, staff, and faculty have equal opportunities to thrive academically and professionally. Our policies and practices foster a culture of respect, empathy, and collaboration, enabling everyone to reach their full potential.

Access to high-quality education for all, regardless of financial or social backgrounds, is at the core of our mission. We strive to provide affordable education while maintaining excellence in teaching and learning. Our financial aid programs, scholarships, and flexible payment options ensure that a diverse range of students can benefit from our offerings. In addition, we actively engage with local communities, schools, and businesses to promote access to higher education and facilitate seamless transitions for students.

Through these endeavours, Seth Anandram Jaipuria College remains dedicated to empowering our students to become responsible, compassionate, and innovative leaders who make a positive impact on the world.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. The college aims towards gender equity as the Morning Shift only for girls catering to the demands of the local community, co-educational Day shift and Evening Shift only for Boys to give opportunities in higher education for employed boys.
2. The college relies on its excellently qualified and dedicated teaching faculty whose efforts are visible in the superlative results of the students. The Faculty consists of a large number of dedicated Researchers with regular contributions to reputed journals and winners of prestigious research grants, research Guides enrolled with University, Board of Studies members, Paper Setters, Moderators, Head-examiners and Examiners appointed by Calcutta University.
3. The college can boast of numerous University rank holders and a solid above average result on the whole with almost 80% students bagging first class, maintaining a healthy teacher-student relationship.
4. The college hosts a film club, an online newspaper, several Departmental journals, a sky watching facility, theatre workshops and competitions, Mock Parliamentary sessions, Gender Sensitization Conclaves by Gender Sensitization cell, Environment and Health Awareness programmes, a Psychological Counselling Cell, Environment awareness programmes by Nature Club.
5. The college has A Grievance Cell which takes prompt action and a fully functional Internal Complaint Cell, an active placement cell with campus recruitment initiatives, Data Management System, and a comprehensive website which is the beating pulse of the college..
6. The college has a major presence in the sports arena of the state with several national and internationally acclaimed players in its repertory due to its active Sports Department.
7. The college conducts annual financial, academic and green audits, maintaining green campus and subscribes to the UN SDG goals by using solar energy to supplement electricity usage, recycling paper and maintaining a green corridor.
8. The college successfully switched to the online mode during pandemic years and is fully adept at conducting classes in the hybrid mode.
9. The college has a state-of-the-art Library with a wealth of resources- vast collection of books, easy access to ebooks and e-journals through N-List, nine e-terminals for students, a partially automated circulation system

using Koha software, 24/7 OPAC and M-OPAC search facilities.

Institutional Weakness

1. There is a space and time crunch due to three shifts operating in the same building.
2. There is a shortfall of rooms as a centre for examination and for storage of University answer scripts.
3. Delay in opening new departments in the pipeline and PG courses due to full saturation of classrooms.
4. The college lacks a parking space and is situated in a residential area.
5. The college has a shortage of non-teaching personnel in many departments and requires more maintenance personnel to maintain the status quo.
6. The Library does not provide an open stack system for students.
7. The students need larger common rooms and canteens.
8. The college lacks a hostel for its large number of outstation students.
9. The college lacks its own playground.
10. The college cannot provide lockers for students.
11. The college lacks an alumni association though it holds reunions and has a strong alumni base.
12. The college needs ensure continuous maintenance of the building, equipments and toilets.

Institutional Opportunity

1. The college has already applied for a second campus with a playground with the intention of inaugurating new courses.
2. The college can conduct many online courses beyond regular class hours and already has a prepared list.
3. With greater flexibility of timing, the college can conduct more outreach programmes .
4. The college can form a strong and influential Alumni Association .
5. The college can opt for Post Graduate programmes in many subjects.
7. The college can conduct Training Sessions for both teaching and non teaching staff.
8. The college can opt for a few fully equipped fixed smart classes.

9. With more space and time flexibility, the college can host several student clubs to cater to a variety of interests.
10. The college can encourage teachers to engage in collaborative research and departments can opt for further Research Grants/Sponsors.
11. Skill Enhancement and Value Adding Online Certificate/Diploma Courses can be introduced.
12. Improving the gym to suit Contemporary expectations.

Institutional Challenge

1. Immediate necessity for a new campus to accommodate the current NEP.
2. Compensating for the classes of retired teachers, both substantive and contractual.
3. Opening new Departments and PG courses.
4. Prompt replacement of retired teaching and non-teaching staff.
5. Biometric attendance for students.
6. A state-of-the-art auditorium.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- Seth Anandram Jaipuria College is an affiliated college of University of Calcutta, and as such follows a predetermined syllabus by the affiliated University. However, the college innovates within these established academic structures, committed to providing holistic development for all.
- Our college has 3 shifts, Morning Shift only for girls catering to the demands of the local community, co-educational Day shift and Evening Shift only for Boys to give opportunities in higher education for employed boys.
- Academic processes of our college are streamlined, with timetables, workloads and other administrative tasks prepped well in advance of teaching sessions.
- The intellectual teaching body of the college is supported by relevant ICT. The college enjoys technologically enabled Learning Management System (LMS) and inclusive infrastructure including a well-equipped library, (<https://sethanandramjaipuriacollege.in/department>)
- Our teachers regularly update their disciplinary knowledge through active involvement in faculty development programmes, curriculum reviews, evaluation, and participation in different decision-making bodies of the University.
- The pandemic-induced lockdowns and restrictions on physical classes compelled our institution to swiftly switch to online teaching. Classes in every department were conducted virtually through G-suite

account of each department of the college with interactive and doubt clearing sessions. Online study materials were made accessible through links on our college website and in web-based classrooms.

- Experiential learning through syllabus allotted projects and field trips is specifically facilitated.
- Every department has strong tutorial and mentor-mentee system. Smaller groups of students are created, so that academic and other discussions are individualized.
- College has feedback system that gives it this transparency and accountability. Feedback is taken on forms available on website now, previously in offline mode, the data is compiled, analysed and shared with each Department and concerned individuals for prompt action. Channels for communication with different stakeholders are kept warm by responding to diverse needs.
- The IQAC conducts annual internal audits and all Departments are encouraged to undertake self-assessment to critically reflect on their practices. This approach supports the amalgamation of the interests of the stakeholders as well as the Institution.

Teaching-learning and Evaluation

- Seth Anandram Jaipuria College focuses on holistic intellectual, social, emotional and aesthetic development of the students. We try to we work conscientiously to reflect upon and enhance our pedagogic methods. Right from admission, the college follows a well-administered and transparent procedure with ease of availability of information on our website.
- Admission Committee looks into admission related problems of the students. (https://sajaipuracollege.ac.in/index.php?option=com_content&view=article&id=15&Itemid=0)
- With the intention to develop critical and innovative thinking, student centered pedagogies are evolved at the department level. Some prefer case study approach, while others prefer brainstorming duly supported by ICT and e-resources.
- Elaborate tutorial sessions are aimed at supporting learners in small groups so that teachers can provide individual support by Mentor-mentee system. Special attention is given to students with special needs and also from economically weaker sections.
- The evaluation procedure is elaborated upon in the prospectus and restated during subsequent classes to ensure effective implementation of the internal assessment. Online exams were conducted through College website in the pandemic period.
- Students are assessed on a continuous basis through innovative and reformed techniques such as group discussions, assignments, analytical tests, student seminars, practicals and projects.
- Students with advanced needs are encouraged to research and given more challenging tasks.
- All students are encouraged to participate in inter-college competitions to optimize their potential. Students are given multiple opportunities to succeed.
- Through internal assessment students are encouraged and guided to improve their responses with more than one attempt at times. An online system helps students to view their marks at the end of each semester, as per the system of University of Calcutta.
- Aiding that is a democratic teacher-student interaction, which makes it easier to report any discrepancies in the process before marks are uploaded on the University portal. The robust evaluation process is not the only parameter to assess the integrity of the teaching-learning process.
- There is also a strong online feedback system in place, which is critically analysed and addressed, to ensure quality enhancement.

Research, Innovations and Extension

During the first cycle NAAC in 2015, Seth Anandram Jaipuria College lacked significant research activity. However, over the past five years, the college has witnessed a remarkable surge in research and innovation, thanks to the allocation of government funds for various science projects between 2017 and 2022. This positive trend continues with an ongoing project in the Department of Chemistry and Botany, Zoology.

Even amidst the challenges posed by the pandemic, research and innovation at the college persevered. When sanitizers became scarce and expensive, the Chemistry Department took the initiative to produce affordable sanitizers for the benefit of students and faculty. The Physics Department also played its part by training students to utilize virtual laboratories developed by the prestigious Indian Institutes of Technology.

Knowledge enhancement remained a top priority, with the college organizing webinars and online classes. As conditions improved, the college successfully resumed a wide array of activities, including workshops, seminars, memorial lectures, cultural programs, and special day observances. While the pandemic naturally became a prevalent theme in many sessions, the introduction of innovative topics such as Digital Humanities and the Science of Music added a fresh perspective.

The college's research output was equally impressive, with over 12 books and chapters in edited volumes published between 2018 and 2021. Additionally, from 2017 to 2022, a total of 112 research papers were selected for publication in UGC-CARE enlisted journals.

Not limiting themselves to academic pursuits, the college actively engaged in extension activities through its NCC team. They promoted health awareness by distributing masks and sanitizers in nearby areas, collaborated with local police to ensure law and order during the bustling Durga Puja festival, participated in Swachh Bharat Abhiyan cleanliness drives, planted trees, and organized blood donation camps.

The college signed ten Memorandums of Understanding (MoUs) to bolster collaboration efforts. These MoUs included an agreement with a nearby sports club for a playground, partnerships with NGOs for healthcare and education of underprivileged children, and an arrangement with a government college for faculty and student exchange programs, all enhancing the college's collaborative initiatives significantly.

Infrastructure and Learning Resources

The college has consistently developed an ICT-enabled ecosystem, granting students access to modern tools and facilities. All 31 classrooms feature green chalkboards for effective instruction, while laptops are provided to every department, including IQAC and Admission Committee, streamlining administrative tasks and enhancing efficiency. This progress ensures a well-equipped learning environment for students.

The college places significant emphasis on sports, and its students have garnered a commendable track record in university, state, and district-level tournaments. Admissions are offered under the Sports Quota, and a dedicated Sports cell is in place to address the needs of these athletes. The college provides fully equipped facilities for both outdoor and indoor games, ensuring that students have access to the necessary equipment.

Moreover, the college recognizes the importance of physical fitness and mental well-being. It offers a gymnasium and yoga center, operating during separate hours for girls and boys. Online yoga sessions are conducted during recess, and the college enthusiastically celebrates Yoga Day each year, promoting a healthy lifestyle among its students.

The college library has significantly evolved into a semi-automated facility, featuring modern technologies like WEBOPAC, LMS, barcode-enabled student library cards, and KOHA software for resource management. With e-journal and e-book subscriptions, the library's collection has expanded. The well-equipped infrastructure includes air-conditioned reading rooms for teachers and students, Wi-Fi access, desktop computers for students, and two printers in the library office.

Since 2017, the college has been Wi-Fi-enabled, allowing students and faculty easy access to online resources. Departments use both paid and free software based on their needs. The fully automated admission process, implemented in 2015-16, simplifies enrollment for prospective students. Additionally, most examination-related tasks are conducted online, ushering in the digital age and fostering efficiency.

The college website is regularly updated under an annual maintenance contract, ensuring that students, parents, and other stakeholders have access to up-to-date information. The student-computer ratio stands at 37.19, demonstrating the college's commitment to providing adequate technological resources to support student learning and development. Through these ICT-enabled initiatives, the college aims to create an environment that fosters innovation, collaboration, and holistic growth among its students.

Student Support and Progression

Over the past five academic years, a significant number of students, ranging from 125 to 195, have been beneficiaries of scholarships and freeships offered by the institution, as well as government and non-government bodies. This amounts to approximately 6.99 percent of the total student population within the institution. The overall student strength over the same period has varied from 4,314 to 4,984.

To enhance the capacity and skills of the students, the institution regularly organizes various activities focused on soft skills, language and communication skills, life skills (including yoga, physical fitness, health, and hygiene), and ICT/computing skills. A total of 4,000 students actively participate in yoga classes as part of the life skills program, while 3,500 students engage in ICT/computing skill development. Additionally, 3,000 students are involved in enhancing their soft skills, and 2,800 students focus on improving their language and communication skills.

The institution places great emphasis on addressing student grievances, particularly cases of sexual harassment and ragging. It diligently follows the guidelines set forth by statutory/regulatory bodies, raises awareness through comprehensive programs, and implements policies with zero tolerance towards harassment. The institution has established mechanisms for students to submit their grievances online or offline, which are promptly addressed by appropriate committees.

However, it is worth noting that the institution does not currently have a registered Alumni Association to keep former students connected. Efforts can be made in the future to establish an Alumni Association, which would serve as a platform for networking, mentorship, and continued engagement between the institution and its alumni. This would enable the college to tap into the expertise and experiences of its alumni, fostering a sense of belonging and facilitating professional growth for both current and past students.

The institution has thus offered significant support to its students through scholarships and freeships while prioritizing their personal and professional growth via various capacity-building initiatives. The institution's efforts to address student grievances and foster a safe, inclusive environment are praiseworthy. Establishing an Alumni Association would further reinforce the institution's relationship with its former students, paving the way for valuable connections and opportunities.

Governance, Leadership and Management

In alignment with the institution's vision and mission, our primary focus is not only on generating knowledge

but also on fostering the holistic development of students. With the National Education Policy (NEP) 2020 in mind, we plan to introduce short-term and vocational courses in the future. The Principal leads regular Staff Council meetings, promoting progress through faculty and staff committees.

As a part of the University of Calcutta ecosystem, our college adheres to its regulations, with a focus on interactive classroom learning. Students' progress is evaluated through a combination of tutorials, internal assessments, and theory and practical examinations. Our library, which is partially automated and powered by the Koha 21.05.08.000 Integrated Library Management System (ILMS), serves as the learning hub of our institution, facilitating a seamless transition to a paperless process. Similarly, our admission procedure is paperless, ensuring a transparent and streamlined experience for applicants. We have also established Memorandums of Understanding (MoUs) and contributed to the preparation of the People's Biodiversity Register. In recognition of our 75-year legacy, India Post issued a special cover in 2022 commemorating our college. Additionally, we have implemented e-governance systems for student admissions and fee collection, guaranteeing transparency and efficiency.

Our college prioritizes the well-being and development of our faculty and staff, under the provisions of the Government of West Bengal. We have recruited 58 permanent faculty members in the past five years to ensure high-quality education. Infrastructure development and administrative expenses are primarily funded by students' fees. Department heads submit their requirements to the Principal's Office for review and implementation, ensuring efficient allocation of resources. This streamlined process enables us to maintain an organized and effective educational institution that benefits our entire college community.

The IQAC serves as a crucial policy-making and implementing unit, conducting meetings every three months. The IQAC oversees the preparation of various reports and spearheads green initiatives such as tree plantation, paperless work, plastic eradication, maintaining a clean and beautiful campus, and managing e-waste. To enhance the ICT infrastructure, IQAC advises the administration to invest in advanced ICT tools, broadband internet Wi-Fi facilities, and conduct periodic workshops.

Institutional Values and Best Practices

- Seth Anandram Jaipuria College recognizes the importance of institutional values and best practices and hold them as critical elements for overall growth of the institution.
- The College holds a wide array of gender sensitization, counselling and awareness programmes for deepening awareness and sensitivity on gender related issues among all stakeholders of the institution.
- The College within its limited resources tries to follow environment friendly policies through various sustainable measures. Water conservation, development of alternative source of energy, management of bio-degradable and non-biodegradable waste, green and energy audit are some of the major initiatives taken by the institution. Barrier free access to people with special needs have been ensured as an inclusive measure.
- The College has developed a garden with some medicinal plants with the sole objective to disseminate knowledge about the copious and wonderful benefits of ayurveda in managing ailments of various types.
- In sync with the diverse social milieu from which the students and other stake holders come, the institution ensures free environment to facilitate and contribute to liberal exchange of thoughts and views, shorn of any parochialism. Religious, linguistic, cultural, regional and socio-economic diversities are recognized, appreciated and celebrated through festivals and occasions. There are adequate provisions of scholarships for students from marginalized and disadvantageous sections of the society.

- In tune with needs of time, the College uses a Data Base Management System software for effective, fast, secure and parallel use of data pertaining to all stake holders of the institution. This has led to greater efficacy of the administration.
- The College strives to impart holistic education to the student in order to make them well rounded individuals on one hand and responsible citizens of the country on the other. The institution recognizes that education consists of moral and ethical dimensions and not purely academic element and hence strives to synergize among them.
- A standout feature of the College is the optimum use of the physical infrastructure.
- The College building houses three shifts and thus offers education to a large number of students using a single facility and is a testament to the logistical capacity of the administration.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SETH ANANDRAM JAIPURIA COLLEGE
Address	SETH ANANDRAM JAIPURIA COLLEGE 10, Raja Nabakrishna Street SOVABAZAR POST OFFICE HATKHOLA POLICE STATION SHYAMPUR KOLKATA 700005 WEST BENGAL INDIA
City	KOLKATA
State	West Bengal
Pin	700005
Website	www.sajaipuricollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Asok Mukhopadhyay	033-25554117	9830499347	-	sajaipuricollege@gmail.com
IQAC / CIQA coordinator	Rajiv Roy	033-25553647	9433161342	-	iqac@sajaipuricollege.ac.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day Evening

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

State	University name	Document
West Bengal	University of Calcutta	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	01-06-1950	View Document
12B of UGC	01-06-1950	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	SETH ANANDRAM JAIPURIA COLLEGE 10, Raja Nabakrishna Street SOVABAZAR POST OFFICE HATKHOLA POLICE STATION SHYAMPUKUR Kolkata 700005 WEST BENGAL INDIA	Urban	0.525	8491.34

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	HIGHER SECONDARY	English	110	88
UG	BA,Hindi	36	HIGHER SECONDARY	Hindi	119	111
UG	BA,Bengali	36	HIGHER SECONDARY	Bengali	108	64
UG	BCom,Commerce	36	HIGHER SECONDARY	English	933	826
UG	BSc,Economics	36	HIGHER SECONDARY	English	68	44
UG	BA,Political Science	36	HIGHER SECONDARY	English	131	87
UG	BA,Education	36	HIGHER SECONDARY	English	30	21
UG	BA,Philosophy	36	HIGHER SECONDARY	English	54	6
UG	BSc,Physics	36	HIGHER SECONDARY	English	66	19
UG	BSc,Chemist	36	HIGHER SE	English	66	36

	ry		CONDARY			
UG	BSc,Food And Nutrition	36	HIGHER SE CONDARY	English	34	32
UG	BA,Psychology	36	HIGHER SE CONDARY	English	24	17
UG	BA,Geography	36	HIGHER SE CONDARY	English	50	32
UG	BSc,Mathematics	36	HIGHER SE CONDARY	English	78	45
UG	BSc,Electronics	36	HIGHER SE CONDARY	English	66	6
UG	BSc,Statistics	36	HIGHER SE CONDARY	English	100	55
UG	BSc,Computer Science	36	HIGHER SE CONDARY	English	33	17
UG	BSc,Botany	36	HIGHER SE CONDARY	English	20	7
UG	BSc,Zoology	36	HIGHER SE CONDARY	English	20	18
UG	BA,History	36	HIGHER SE CONDARY	English	68	55
UG	BA,Journalism And Mass Communication	36	HIGHER SE CONDARY	English	34	27

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				29				37			
Recruited	0	0	0	0	15	14	0	29	20	11	0	31
Yet to Recruit	0				0				6			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				110			
Recruited	0	0	0	0	0	0	0	0	39	71	0	110
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				36
Recruited	24	4	0	28
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				23
Recruited	16	7	0	23
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	8	8	0	15	11	0	42
M.Phil.	0	0	0	3	3	0	1	0	0	7
PG	0	0	0	3	3	0	4	1	0	11
UG	0	0	0	0	0	0	0	0	0	0

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

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	14	0	16
M.Phil.	0	0	0	0	0	0	2	1	0	3
PG	0	0	0	0	0	0	35	56	0	91
UG	0	0	0	0	0	0	0	0	0	0

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	96	109	74	67
	Female	107	118	91	62
	Others	0	0	0	0
ST	Male	9	15	9	8
	Female	7	19	7	8
	Others	0	0	0	0
OBC	Male	51	77	37	34
	Female	52	87	31	37
	Others	0	0	0	0
General	Male	592	540	422	493
	Female	654	615	490	636
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1568	1580	1161	1345

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	In order to develop the all-round capacities of the students – intellectual, aesthetic, social, physical, emotional and moral in an integrated manner, the college is preparing to include
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	<p>multidisciplinary/interdisciplinary subjects as per the National Educational Policy 2020. As an affiliated college, the college will follow the curriculum prescribed by the University. it will be mandatory for every UG student to study at least one interdisciplinary / Multidisciplinary course to complete their degree. The college will promote interdisciplinary among its students through various departments.</p>
2. Academic bank of credits (ABC):	<p>Regarding the implementation of Academic Bank of Credits, the institution has to wait for the academic council to give a green signal. The pedagogical approach of the institution is student's centric where the faculties' pedagogical approaches are constructivist, inquiry-based, reflective, collaborative and integrative. Summative and Formative assessments and assignments are used to evaluate the Students learning outcome. The institution already offers credit-based courses and projects as per the curriculum and organizes community engagement and social service activities for the fulfillment of the programs. The college has some collaborations and MoUs with other institutions testifying to its satisfactory state of internationalization of education. The college has acquainted its faculty with the procedures to offer online Learning Management System through in curriculum design and pedagogy is enhanced through formulating a curriculum for certificate courses.</p>
3. Skill development:	<p>The vision of the college is promoting Value-Based Quality Education, hence the college takes efforts to inculcate positivity among the learners. The college also celebrates National festivals like Independence Day and Republic Day. Observing various programmes like World Aids Day, Environment Day, observing the Death and Birth Anniversary of our National leaders which help in imbibing the good qualities of the students. Mentoring students is also one of the practices of the institution, to enable students to explore future employment pathways after graduation, and help them get the most of their studies.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>Located in a multilingual region, the institution promotes the exchange of linguistic and cultural traits of heterogeneous groups. Students get an opportunity to develop their multilingual capacity in Bengali,</p>

	Hindi, and English alike. Preservation and promoting of languages is one of the target of the College in future.
5. Focus on Outcome based education (OBE):	The College will also make an effort to understand that a pursuit of knowledge is a life-long activity and to acquire positive attitude and other qualities which will lead students to a successful life. To interpret, analyze, evaluate and develop responsibility and effective citizenship is one of the programme outcome of the students. The Institution will already follow outcome-based education with a customized lesson plan manual which clearly states, course outcome, program specific outcome and program outcome. Students are made aware of the various course outcome, and program-specific outcome through the curriculum and orientation program. Attainment of outcome is analyzed and assessed at the end of the program.
6. Distance education/online education:	The institution will promote teaching-learning through virtual platforms. Faculty members have sufficient experience in e-content development and the use of technological tools for the teaching-learning process. The institution has a learning management system (LMS) for academic practice and follows innovative teaching methods. The College is also preparing itself to offer vocational course through ODL (Open Distance Learning) mode in due course of time. Keeping in view the convenience of the student, the various technological tools used by the faculties especially during the pandemic lockdown are Google Classroom, Zoom, Google, using videos as teaching and learning aids, Group collaboration and interaction and assignment and revision as well as the assessments have been conducted are some of the institutional efforts towards blended learning.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Electoral Literacy Club is set up in the college with the primary objective of sensitizing the student community about democratic rights which includes casting votes in elections. We conduct mock polling activities to give the experience-based learning of the
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	democratic setup. We also conduct poster presentations, debates, mock parliaments, elocution, essay writing and other programs which create awareness regarding electoral procedures.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The Institution has the ELC functional with the following members: Prof. Santanu Sengupta: Co-ordinator Dr. Siddhartha Dasgupta: Joint Co-ordinator Sachin Singh: Student Representative, Sem II Gautam Kesri: Student Representative, Sem IV Saswat Animesh: Student Representative, Sem IV Namrata Sarkar: Student Representative, Sem VI
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Activities done by the ELC of Seth Anandram Jaipuria College 1. Our students participate in Voter Awareness Campaigns aimed in educating the public in the nearby villages. 2. To create awareness and interest among faculties and students through workshops. 3. To educate the targeted populations about voter registration, electoral process and related matters through hands on experience
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The ELC takes initiatives that are socially relevant to electoral related issues especially awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes. 1. To help the target audience understand the value of their vote to ensure that they exercise their suffrage right in a confident, comfortable and ethical manner 2. To develop a culture of electoral participation and maximize the informed and ethical voting and follow the principle 'Every vote counts' and 'No Voter to be Left Behind'.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The students above 18 years who are to be enrolled as voters are sensitized about democratic rights which include casting votes in elections. We conduct mock polling activity to give the experience-based learning of the democratic setup. We also conduct poster presentation, debates, mock parliaments, elocution, essay writing and other programmes which create an awareness regarding electoral procedures.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4314	3744	3449	4460	4984
File Description		Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

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

Response: 64

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
62	63	63	60	58

3 Institution

3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
111.96	101.56	103.05	122.64	111.77
File Description		Document		
Upload Supporting Document		View Document		

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Response:

Our institution, which is affiliated to the University of Calcutta, follows the prescribed curriculum, under the Choice Based Credit System (CBCS). This was implemented from the academic year 2018-19 and our institution delivers the given curriculum in an effective manner. We run a total of 21 courses (both Honours and General), distributed across three shifts (Morning, Day and Evening) according to the demand and requirements of a very wide cross-section of students. The college starts at 6:30 AM and continues until 9 PM. We make an optimum use of all of our resources to provide education to a large number of students with varied backgrounds.

We plan and dispense our time-slots and following are the highlights of our modus operandi:

- At the start of each academic year, a comprehensive prospectus and schedule are published to ensure that students have access to all necessary information. Prior to each session, departmental meetings are conducted to plan an effective curriculum delivery. All the departments strictly adhere to the academic calendar.
- Well-structured master routines are prepared for the allotment of rooms to the different courses running in the three shifts. Every department follows the master routine and accordingly allots classes to the members of its faculty. Each department distributes its teaching assignments equitably among its teachers and regularly reviews the extent of the coverage of these assignments.
- Our educational institution prioritizes a holistic approach to education that goes beyond traditional classroom learning. We employ diverse teaching methods, including online classes, traditional chalk and blackboard teaching, ICT-enabled instruction, use of scientific charts, models, and software, and distribution of class notes.
- During the days of the pandemic, all the departments continued classes in the online mode. The college was proactive in setting up a G-suite workspace/domain for the institution, a productivity tool for Teaching and Learning process. Individual workspace was created for every teacher including the department, separately. Virtual classrooms were created, separately for each year/semester, where teachers posted e-learning resources and manage the class activity and interact with students. Online virtual classes were taken through "Google Meet" with a recording option. Shared virtual blackboard for contact classroom like activities were used by some teachers. Classes were taken through either webcam or mobile camera or using touchpad tablets sharing the screen. Recorded lecture notes and other related resources were often provided to the virtual classroom (Google Classroom), especially for those who were unable to attend the online classes. Learning resources were also made available in the college website. Afterwards, a customized Learning Management System (LMS) was setup on the domain. For assessment process (both continuous and term-end), Google classroom were used for both conduction and assessment by

teachers.

- The Teaching Plans are submitted by the individual faculty members to the respective heads of departments. The progress of each course is periodically reviewed internally and necessary measures are taken to complete the syllabus within a stipulated time to allow for the preparation of students for the end semester examinations.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)	
Response: 0	
File Description	Document
Institutional data in the prescribed format	View Document

1.2.2 Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years				
Response: 0				
1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years				
2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0
File Description	Document			
Institutional data in the prescribed format	View Document			

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values,

Environment and Sustainability in transacting the Curriculum

Response:

Response:

Our curriculum, prescribed by the affiliating university, effectively integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. The teaching-learning process is further enriched by incorporating discourses on these issues. This is effectively done in two ways:

1. Some departments have opted for Discipline Specific Electives, Core Courses and Generic Elective courses that have the afore-mentioned points
2. Departments organize seminars/webinars, lectures, and other co-curricular activities on these topics.

Gender Sensitivity:

Gender related courses are an integral component of various programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Free counseling services are provided through a Counseling Cell.

Departments wise the issue are:

English:

Women's Writing and Women's Empowerment

Women and Law: Domestic Violence, Female Foeticide, Sexual Harassment

Dalit Women and Double Marginalisation

Psychology:

Psychology of Gender, Indian Gender Role & Identity

History

Social inequality and Gender

Status within Households: Issues of Violence

Political Science:

Gender and Politics- Patriarchy, Sex-Gender Debates, Feminism

History of the Women's Movement in India

Violence against women

Reproductive and care work, Sex work

New Feminist ideas, Social reform movements, position of women: Indian context

Gender relations in family: consumption; entitlement; property rights

Economics:

Gender Inequality and development in DSE course

Philosophy

Ecofeminism

Feminist Philosophy

Environment and Sustainability:

Environmental education is an integral part of the curriculum of Environmental Studies for all undergraduate students. There are several courses addressing this issue across different streams in the curriculum. Various workshops, seminars, lectures etc are organized to know about biodiversity and its conservation and also to encourage green practices. The College also organizes exhibitions which also serve the purpose of sensitizing students on environment-related problems, Environment Day.

NSS promotes environmental protection through various activities, awareness to make the college plastic and tobacco free. NSS volunteers involved in cleaning the campus and the surrounding areas.

Apart from that, this issue has been highlighted in the following courses:

Economics:

Environmental Economics, Sustainability Issues in DSE course.

Chemistry:

Green Chemistry

Physics:

Renewable Energy and Energy Harvesting

Zoology:

Ecology

Developmental Biology

Evolutionary Biology

Animal Behaviour

Chronobiology

Botany:

Ecology and Conservation of Biodiversity

Phycology, Mycology

Ecosystem dynamics and environment pollution

Biofertilizers and Organic farming

Industrial and Environmental Biology

Natural Resource Management .

Geography:

Climatology

Hydrology and Oceanography

Disaster Management

Resource management

Environmental issues in Geography

Sustainable development

Coastal, Forest and Wildlife Management.

Philosophy

Classical Indian Attitude to environment- Respect for nature, intrinsic value of nature

Environmental Philosophy

Psychology:

Environment in Applied Social Psychology

Human Values and Professional Ethics

For enhancing human values and professional ethics we regularly organize annual cultural programs in the college. This creates a spirit of brotherhood among the colleagues. Different departments individually organize 'Freshers welcome' program, 'teacher's day' and 'farewell' programs.

English:

Human Values in the DSE course on Partition Literature.

Philosophy:

Ethics- Indian and Western

Philosophy of Religion

Standards and postulates of morality, recent trends

Peace Studies

Environmental Ethics

Value Education

Professional Ethics

Business ethics

Ethics in management

Counselling Psychology

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**Response:** 6.58**1.3.2.1 Number of students undertaking project work/field work / internships**

Response: 284

File Description	Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

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

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

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

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 63.11

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

2021-22	2020-21	2019-20	2018-19	2017-18
1568	1580	1161	1345	1417

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2016	2016	2016	2016	3141

File Description

Document

Institutional data in the prescribed format

[View Document](#)

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

[View Document](#)

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

[View Document](#)

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

[View Document](#)

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

Response: 28.55

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

2021-22	2020-21	2019-20	2018-19	2017-18
321	414	250	216	231

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

2021-22	2020-21	2019-20	2018-19	2017-18
901	901	901	901	1412

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

2.2 Student Teacher Ratio**2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)****Response:** 69.58**2.3 Teaching- Learning Process****2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process****Response:****Response:**

Seth Anandram Jaipuria College adopts student centric methods to enhance their learning experiences.

1.Excursions are arranged to National parks/ Sanctuary, Zoological garden/ Museum, Aquafirming (

- Zoology); places of geographical importance (Geography); horticulture garden and botanical garden (Botany), Places of historical interest (History), for documentary film (Journalism)
2. A project work is pursued by the students of Environmental Science, as a mandatory requirement.
 3. Seminar talks are organized by experts from different fields including the alumni of the college (Department of English, Political Science, Physics and Chemistry).
 4. Workshop on drama is organized by Department of English, Bengali, Hindi.
 5. Hindi Day is organised by Department of Hindi with participation of the students in different co-curricular activities.
 6. Students reunion is arranged by different departments that enrich the current students by exchanging experience, ideas, scopes and prospects with the pass-out students.
 7. Students participate in science exhibitions, poster competitions, seminars and project works.
 8. Special training has been arranged on Python programming by the Department of Physics and Computer Science.
 9. Students are encouraged to contribute in students' magazine and departmental journals (Department of English, Journalism and Mass communication, Commerce, Zoology, Physics) to showcase their writings skills.
 10. Students regularly participate in various co-curricular and outreach programmes.
 11. Department of Political Science along with other departments organize Mock Parliament to aware the students of our constitutional activities and democracy.
 12. Students participate in Sports and win shield in different intercollege competition.
 13. The college encourage students to join NCC unit of the college. One student from Political Science Department is awarded Governor's Medal for his great achievement as a NCC cadets in 31st Bengal BN NCC, Fortwilliam.
 14. NCC unit of the college has achieved Best Institution Award under 31st Bengal NCC Battalion
 15. The College has a Wi-Fi Enabled campus and ICT Enabled Classrooms having Laptops and Projectors .
 16. The college has an Automated Library with OPAC facility that enables the students to find the availability of books easily. The library also provides accessibility to e-resources through INFLIBNET to teachers and students. for practical classes.
 17. Department has access to open source standalone softwares: Python, GNU Plot, Arduino IDE (sketch), LaTeX, GNU C++ and cloudbased softwares like Librarika (library software), Vlab (virtual laboratory) [Physics]. C programming and R.[Mathematics], DEV C++, codeblocks for C; Ubuntu or Fedora for shell programming; .html for html, spyder, scilab for python; sqlxamp server for dbm; eclipse for java, photoshop, openshot, blender, filmora, adobe animation for multimedia, swi-prolog for prolog [Computer Science], Multisim 14.3, PSpice Circuit Simulator, GNU 8085 Simulator, Keil Software [Electronics], STATA [Economics], Quark Express, Adobe Indesign (for Newspaper /Magazine Writing & Design), Adobe Audition, Sound Forge (for Audio Production), Adobe Premier Pro, Edius Pro 911 (for Audio Visual Production) [Journalism].
 18. Students are encouraged to prepare presentations, assignments, project and field reports using MS Word, MS Power point, MS Excel etc.
 19. Online classe/ online examination Webinar took place on Google meet, Cisco Webex, Teamlink during the pandemic. and reading materials, notes and e-books uploaded through LMS, Whatsapp and email.
 20. ICT used in uploading teaching plan through LMS, attendance, leave registering.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years				
Response: 88.44				
2.4.1.1 Number of sanctioned posts year wise during the last five years				
2021-22	2020-21	2019-20	2018-19	2017-18
66	66	66	66	82
File Description	Document			
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document			
Provide Links for any other relevant document to support the claim (if any)	View Document			

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)				
Response: 70.59				
2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years				
2021-22	2020-21	2019-20	2018-19	2017-18
44	45	45	42	40

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

2.5 Evaluation Process and Reforms

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

Response:

Response:

Seth Anandram Jaipuria College has developed a robust mechanism to ensure that the process of internal assessment is transparent and efficient.

The college has separate Examination Committees for each of the six semesters, which are entrusted with conducting the internal as well as university examinations and also ensuring redressal of any examination related grievances.

The answer scripts of internal class tests and assignments are shared and discussed with students and if any corrections in the total marks of assessment is identified by students are immediately addressed by the faculty members.

The attendance record, which is part of the internal examination, is notified to students on a monthly basis.

Adequate concession is given in attendance of students on medical grounds and for participation in extracurricular activities.

If a student is not able to appear for examination due to medical or any other valid reason, internal examination is conducted for that student as per norms, provided that he/she submits application with proper documents.

In case of university level end-semester examination, any grievance of students is communicated by the college to the University authority. If a student is dissatisfied with his/her marks, he/she can apply for RTI (Right to Information) or review of his/her answer script as and when required by the University after paying the prescribed fee. The University provides the photocopy of answer sheets to students against RTI

and takes adequate steps for redressal.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

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

Response:

Seth Anandram Jaipuria College offers 19 programmes in UG. The college explicitly states all the programme and course outcomes are displayed on the college website.

The curriculum of all the programmes is framed by the University of Calcutta and some faculty members of different subjects (Journalism and Mass Communication, Commerce) of Seth Anandram Jaipuria College are members of UGBOS.

The programme outcomes and course outcomes are displayed on the college website.

The outline of the program outcomes is mentioned in the Orientation Programme for the newly admitted students on the day of commencement of an academic session.

The details of the outcomes that are expected from each course are explained in the departmental Orientation programmes.

The teachers try to inculcate in students a quest for knowledge in the surroundings as well as their subject matter.

Students are encouraged to ask questions and are encouraged in concept building, critical thinking, reasoning and justification of statement to enable them to understand and analyse contemporary societal, environmental and cultural problems.

Efforts are taken to enhance their communication skills by pointing out their problem in language and by providing valuable suggestion to overcome that problem that help them to exchange ideas, thoughts, and information effectively.

Training to work in team are encouraged by group participation in various departmental, cultural and extension activities. Guidance is provided to act responsibly towards fellow students as well citizens and abide by civic rules and responsibilities.

Students are made aware to be responsible towards maintaining sustainability in our environment and

natural resources so as not to jeopardise the resources available to future generations.

Students get the opportunity to interact with eminent persons in different fields of life, like scientists, academicians, employers in industry, social workers, which provides a wide spectrum to their exposure and understanding.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2 Attainment of POs and COs are evaluated. Explain with evidence in a maximum of 500 words

Response:

Response:

Seth Anandram Japuria College makes assessment of attainment of programme outcomes and course outcomes indirect as well as indirect ways.

Direct ways to evaluate course outcomes:

1. College adhere to the stipulations of course outcome outlined by University of Calcutta.
2. Apart from the end-semester examinations, Seth Anandram Jaipuri College conducts internal examinations consisting of attendance (10%), internal assessment (IA) (10%) and tutorial examination (15% for non- practical based subjects).
3. In addition, Seth Anandram Jaipuria College also conducts continuous internal evaluation through class tests, discussions, project-based assignments, seminars which helps to gauge the course outcomes and provides opportunities to students for improvement.
4. Internal examinations, objective tests and viva-voce/group discussion in several curricula enables evaluation of the learning outcomes more objectively.
5. After identifying the academically weak students, departmental meetings are held to determine appropriate measures like arranging remedial classes for them.
6. The students who receive highest marks in the University examination are awarded, to encourage them, boosts their morale and motivates others to perform well.

Indirect ways to evaluate course outcomes:

1. The learning outcomes and the skill, ability and knowledge imparted to students are assessed by their progression to higher education and placements.

2. Students pursue Master degree (M.A/MSc., MCA, MBA) after completion of their under-graduation course.
3. The Placement Cell arranges for campus recruitments and students are selected in reputed industries.
4. The active participation of students in different extension activities, NCC, social and environmental awareness drives, and their confidence in handling interviews and competitive examinations indirectly demonstrate the life skills and academic knowledge imparted by the courses taught.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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

Response: 56.19

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

2021-22	2020-21	2019-20	2018-19	2017-18
1002	857	900	480	535

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

2021-22	2020-21	2019-20	2018-19	2017-18
1005	1219	1242	1508	1743

File Description	Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.13

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 23.04

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

2021-22	2020-21	2019-20	2018-19	2017-18
3.22	0.0	1.10	8.97	9.75

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

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

Response:

Resolution:

Seth Anandram Jaipuria College tries to contribute in creating a vibrant ecosystem for creation and dissemination of knowledge.

The Chemistry Department of the College had created cheap sanitizer for the students, faculties and non-teaching staff and also their families soon after the onset of the pandemic in 2020.

During the pandemic induced closure, some faculty members of the Department of Physics taught the students to have access and use the virtual laboratory facilities created by the Indian Institute of Technologies (IITs). This was a novel measure to stimulate the knowledge quest of the students and also to expose them to higher and more challenging knowledge domains, especially at a time of crisis.

The Chemistry and Zoology Departments are in possession of equipments like the Spectrophotometer, Colorimeter, Laminar Air Flow, Incubator, Microscopes, Agarose gel electrophoresis, digital pH meter, digital weighing machine, Haemoglobinometer, BP monitor and Microcentrifuge which are used for

research and knowledge enhancement of students.

Some students of Departments of Psychology, Food and Nutrition and Computer Science have tried to formulate certain innovative ideas in course of both their routine assignments and beyond which have the potential to contribute academically, socially and economically towards the society

Three students of the Computer Science Department created a project on map reading using mathematical tools. Similarly two groups of students formulated models on E-library and use of e-commerce in selling of Indian handicrafts using online platform.

The Department of Psychology held a webinar on DEALING WITH POST COVID CHALLENGES THROUGH BIOPSYCHOSOCIAL LENS – ‘MANAGING OUR THOUGHTS, EMOTIONS AND BEHAVIOUR’. The thrust of the programme was on finding new and innovative solutions to the post-Covid psychological challenges which is an unprecedented situation for society.

The Department of Food and Nutrition carried out a repertoire of various types of programmes like seminars on Adolescent Food Habit, National Nutrition Month, Dietary modification in wake of the Covid challenge, food stalls by students to give scope to students to express their innovative ideas in the discipline, online recipe contest, health checkup, visits to renowned campuses (NSHM Knowledge Campus) and companies (Mio Amore cake behemoth).

The faculty of the College are motivated to equip and enhance their domain knowledge due to the annual performance appraisal system which is an integral part of the Career Advancement Scheme. Teachers are encouraged to undergo professional development programmes and organise and participate in conferences, seminars and workshops. The College administration provides duly approved leave and financial and logistical help for such endeavours.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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

Response: 28

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

2021-22	2020-21	2019-20	2018-19	2017-18
08	11	05	01	03

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

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

Response: 0.7

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

2021-22	2020-21	2019-20	2018-19	2017-18
11	10	08	12	04

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

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

Response: 0.27

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

2021-22	2020-21	2019-20	2018-19	2017-18
06	04	03	03	01

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

3.4 Extension Activities

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

Response:

Response:

A number of extension and outreach programmes are conducted by the institution through the NCC which included programmes like Swachha Bharat Abhiyan, AIDS awareness, gender sensitivity drives.

A brief list of the activities carried out by the NCC in the last five years are as follows:-

1. Celebration of Republic Day, Independence Day and Rank ceremony celebrations.
2. Participation of College NCC cadets in several Combined Annual Training Camp organized by the 31st Bengal Battalion NCC.
3. Participation in the farewell ceremony of the former Training Junior Commissioned Officer (JCO), organized by Jaipuria College.
4. Participation of the cadets in the felicitation ceremony of 31st Bengal battalion organized by the 31st Bengal Battalion NCC.
5. The College NCC cadets provided man management and logistical support during the Orientation Programme for the newly admitted students in 2022-2023.
6. The NCC cadets took part in the Run for Unity ceremony organized by the College.
7. NCC cadets were requisitioned by the law enforcement authority for providing services in traffic management during Durga Puja.
8. The NCC unit participated in organizing two Blood Donation Camps, one being organized in collaboration with HDFC Bank and the other being organized by the College.
9. The Non-Teaching Staff of the College works provides basic amenities like new clothing to the

under privileged people in the vicinity occasionally.

10. The Department of Political Science has carried out awareness programmes for students on National Voters Day in form of Quiz and Lectures.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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

Response:

Response:

Sri Raunack Maitra from the Department of Political Science and a very active and dynamic member of the College Unit of the NCC was awarded the **Governor of West Bengal Silver Medal for Best Cadet in the year 2021-2022**. Sri Maitra has been deeply involved in the multifarious extension activities of the NCC unit of the College throughout his tenure as a student of this institution.

The S.A. Jaipuria College Unit under 31st Bengal NCC Batalion has bagged Best Institution award in 2022.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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

Response: 21

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

2021-22	2020-21	2019-20	2018-19	2017-18
02	07	05	04	03

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

3.5 Collaboration

<p>3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.</p> <p>Response: 10</p>	
File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and other facilities for,

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

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

Response:

- The college has a four storied building with total campus area of about 0.525 acres, providing 31 classrooms, a conference room with ICT facilities, 10 LCD projectors, 5 LED TVs with interactive display, one smart board, and green chalkboards in all classrooms.
- Furthermore, it has various fully equipped laboratories, including Physics, Chemistry, Electronics, Computer Science, Zoology, Botany, Food and Nutrition, and Psychology.
- The college library has a floor space of approximately 4,000 sq.ft and holds a collection of 65,695 books, as well as subscriptions to five magazines and eight newspapers. The library has a spacious reading room, a stack room, a Teachers' Reading Room, an Internet Browsing Centre, and a Journal Stack. It is fully air-conditioned, and partially automated by Koha 21.05.08.000 (2015) , an integrated library management software. There are departmental seminar libraries for easy access to students and teachers.
- There are a total number of 230 computers in the college, out of which 169 have internet connectivity. The college has 6 shared computer laboratories in the Departments of Physics, Chemistry, Computer Science, Journalism, Commerce (IT Lab) and Language Laboratory. There is 1 workstation in the Departments of Physics.
- The college provides laptops to the IQAC and Admission Committee in addition to the Departments of different shifts.
- Internet connectivity in the college is provided by a leased line internet connection with speed of more than 50 mbps and other dedicated broadband connections to the Office, Accounts Section and Principals Office. The campus is Wi-Fi enabled with multiple access points.
- The college use Shyam Park sports ground for Annual sports and other related games and MOU has been done in between the college and Shyam Park Football Coaching Centre.
- The college has equipment for outdoor games like cricket, badminton, table tennis, football. Our students participated in Inter College District Level Athletics Championship organized by Govt. of West Bengal in 2022-23.
- Indoor games including carom and table tennis are encouraged in the Boys and girls Common Room.
- Students are trained under a professional trainer and faculty of the Department of Physical Education.
- There are facilities for medical support, drinking water and jerseys for participating college team members.
- After the pandemic, vaccination camp was arranged in collaboration with R.G.Kar Medical College and Hospital.

- The College as it is popularly called, has a unique Staff Recreation Club. Round the year music, dance, poster making and seminars are organized.
- An open air stage of 3ft height , 15ft length and 12ft width has been constructed in 2022 to facilitate cultural activities like vasanta utsav, Saraswati Puja and multifarious cultural extravaganza.
- Teachers and students enjoy the gymnasium hall (26ft long 15ft wide) situated at the ground floor. It is equipped with an elliptical cross trainer, sit-up bench flooring mat, magnetic upright bike, cable cross over pulling Chin-up, weight lifting plate, recumbent bike, dumble and 4 station multigym, yoga facilities under the tutelage of a trained yoga instructor.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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

Response: 19.99

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

2021-22	2020-21	2019-20	2018-19	2017-18
33.43	54.77	12.97	1.76	7.19

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

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

Response:

Automation:**1. LMS is active(KOHA Software)**

1. Database of Library books in command
2. Cloud arrangement is in place
3. Database active round the year
4. Patrons use Library Resources through OPAC system
5. Issue and return of books are done through the **LMS** during the College hours
6. The new system enabled the Library to steer clear of some systemic problems like increased risk of crashing of the server due to increasing load, and the serious job of regular back-ups etc.
7. Barcode enabled **student Library card** system in use since 2018 session.
8. **Barcode enabled** partially automated **circulation system** through KOHA Software in long introduced.
9. **WEBOPAC** is utilized for searching of Books with Bibliographic details.
10. **A mobile App is long introduced** for accessing Library Resources.

Therefore, considering these features and facilities, the S A Jaipuria College **Library is partly automated.**

1. External Resource Subscriptions**1. The Institution has subscription for the following E-resources:**

1. American Institute of Physics (INFLIBNET) [18 Titles]
2. Annual Reviews (33 Titles)
3. EPW (1 Title)
4. Indian Journals (180+ Titles)
5. Institute of Physics (46 Titles)
6. **JSTOR** (2500+Titles)
7. **O U P** (262 Titles)
8. **Royal Society of Chemistry (29 Titles)**
9. H. W. Wilson (3000+ Titles)
10. **C U P** (224 Titles, 2010-2016)

1. Remote access to E-resources available**1. E-Books Available:**

1. **Cambridge Books online** (1800+ Titles)
2. **E-brary** (185000+ Titles)
3. **EBS CoHost-Net-Library** (936+ Titles)
4. Hindustan Book Agency
5. Institute of South East Asian Studies (IEAS) Books (382+Titles)
6. **Oxford Scholarship** (1402+ Titles)
7. **Springer E-Books** (2300 Titles)
8. **Sage E-Books** (1000 Titles)
9. **Taylor Francis E- Books** (1800 Titles)
10. **My-library-McGraw Hill** (1124 Titles)

1. **** Average Annual expenditure for purchase of Resources**

•

On Books and Journals, the annual expenditure incurred in the stated period same as cited in above category: Rs. 48512.....

On E-Books and E-Journals, the Annual expenses of the Library is INR 5900 for provision of the Links for the last 5 Academic years from 2018-19 onward.

1. **IT Infrastructure:**

- 1.9 Desktops for the students in Library
- 2.6 Desktops and 2 printers with one multi-tasking variant are at work for the Library office
3. The Library uses KOHA Software (latest version), in addition this version is Cloud-based.
4. **The Library has a WiFi-enabled** facility introduced in 2017 with a data speed of 300 mbps bandwidth.

1. **** Percentage of per day usage of Library by Teachers and students:**

1. **No of Books in the Library: 66402** upto 31/03/2023

1.** **Percentage** of per day usage of Library by Teachers and Students in person through Login during the last completed academic year.....

Total Books issued and returned for session 2021-22: 3335

No of **footfalls** in Library during **2021-2022 session:**

Students: **1383**

Teachers: **891**

1. **a. Number of existing Books** in the Library : **66247 (2022-2023)**

b. Value of Existing Books: **RS. 11829121**

Value of Existing and new Books in all : **RS. 118,71,733**

c. Number of New acquisitions/Books: **155, from July 2022 till date(2022-2023 session)**

d. Value of latest book/acquisitions: **RS. 42612.**

The institution has subscription for the following

e-journals: N-List (Subscribed for 2018-19. 2019-20. 2020-21. 2021-22 till date)

Accessible for both students and teachers; More than 199500 e-books and more than 6000 journals (Expenditure 5900/year).

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection *Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

Response:

Seth Anandram Jaipuria College enjoys adequate ICT facilities which is upgraded frequently from time to time.

Institution frequently updates its IT facilities including Wi-Fi

1. There are 116 desktops in the college and 85 laptops for teachers and office staff, which are updated as and when required.
2. The college has a Wi-Fi enabled campus with 14 access points introduced since 2017 with 300 mbps bandwidth (BSNL fiber connection)
3. The library used KOHA software which has been upgraded to cloud version.
4. The geography department uses paid software 21st century GIS professional 2012; free softwares used include Microcal Origin, Python, GNU plot in physics department; C, C++ in mathematics department, Excel and Fortran in chemistry department, JAVA SDK, DEV C++, UNIX (UBUNU), WAMPP, XAMPP, PYCHARM, MYSQL, NETBIN in Computer Science department; SCI LAB, ORIGIN, P-SPICE, V-HDL in Electronics department.
5. The Teaching Aid Software, used earlier for uploading lesson plan, study materials, internal question papers, etc. was replaced by Learning Management System in 2018, which has additional features of uploading videos, e-books, university questions, PowerPoint presentations, notices and recording results of students.
6. Since the academic session of 2015-2016 the admission process has been completely automated. Online submission of marks and result declaration and generation of marksheet of Test Examination along with percentage of attendance has been subsequently introduced; examination software has been introduced for conducting university examination since 2020.
7. Online feedback is obtained from stakeholders and is revised time-to-time.
8. Office softwares like Tally ERP and file tracking system are used for convenient and speedy work. The college has provision for system generated provident fund statement for teaching and non-teaching staff.
9. The college website is maintained and upgraded regularly under an annual maintenance contract. It has different portals with latest updates.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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

Response: 37.19

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

Response: 116

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 49.24

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

2021-22	2020-21	2019-20	2018-19	2017-18
49.68	37.07	60.87	56.20	67.46

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

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 10.46

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

2021-22	2020-21	2019-20	2018-19	2017-18
1120	502	309	163	98

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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

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

Response: A. All of the above

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

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

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	View Document

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

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

Response: C. 2 of the above

File Description	Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document

5.2 Student Progression

<p>5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years</p> <p>Response: 1.26</p>				
<p>5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years</p>				
2021-22	2020-21	2019-20	2018-19	2017-18
56	0	0	0	31
<p>5.2.1.2 Number of outgoing students year wise during the last five years</p>				
2021-22	2020-21	2019-20	2018-19	2017-18
1213	1205	1237	1489	1743
File Description	Document			
Institutional data in the prescribed format	View Document			

<p>5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years</p> <p>Response: 0</p>				
<p>5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)</p>				
2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

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

Response: 3

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

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	0	1	1

File Description	Document
Institutional data in the prescribed format	View Document

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

Response: 6

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

2021-22	2020-21	2019-20	2018-19	2017-18
7	3	6	7	7

File Description	Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

No, we have no registered Alumni Association.

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Our vision and objectives are centered around providing high-quality education and fostering the holistic development of our students. Our primary mission is to empower students with the knowledge, skills, and values needed to excel in their chosen fields and contribute positively to society.

To achieve our goals, we have implemented several strategic measures. Firstly, in line with the National Education Policy 2020, we teach with a multidisciplinary approach, allowing our students to explore various fields of study and develop a well-rounded academic foundation. This approach fosters critical thinking, creativity, and adaptability – essential skills for success in today's rapidly changing world.

Secondly, we offer Skill Enhancement Courses designed to equip students with the skills needed for self-employment and entrepreneurial ventures. These courses provide practical, hands-on training in various disciplines, ensuring that our students are well-prepared to enter the workforce with confidence and competence.

Moreover, we have identified program learning outcomes for each course offered at our institution. These outcomes serve as clear benchmarks for both faculty and students, ensuring that our curriculum remains focused, relevant, and aligned with industry requirements.

Our college is guided by core values that emphasize being people-centered, upholding integrity, and embracing change. We believe in fostering a nurturing and inclusive environment where every individual is valued, respected, and encouraged to reach their full potential. Our commitment to integrity ensures that all our actions are guided by the principles of honesty, transparency, and accountability. As an institution, we continuously adapt and evolve to meet the changing needs of our students and the world around us.

A key component of our success lies in our participatory management approach, which involves regular meetings of staff committees. These meetings bring together faculty, administration, and student representatives to discuss and address issues related to the academic and administrative functioning of the college. This collaborative approach ensures that all stakeholders have a voice in the decision-making process, fostering a sense of ownership and commitment to the institution's goals.

In terms of management, we employ a goal-oriented approach that includes regular monitoring of working plans, distribution of work among staff based on individual competencies, and the assignment of clear duties and responsibilities. This approach ensures that our resources are utilized effectively and that every member of our team contributes their unique skills and expertise towards the achievement of our shared objectives.

Finally, our educational institution is entirely dedicated to providing a comprehensive and transformative

learning experience for our students. Through the implementation of a multidisciplinary approach, including Ability Enhancement Compulsory Courses (AECC), Skill Enhancement Courses (SEC), and a focus on program learning outcomes, we strive to empower our students with the tools they need to succeed in their chosen careers and make a positive impact on society. Guided by our core values and participatory management approach, we remain committed to upholding the highest standards of education and championing the growth and development of our college community.

File Description	Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

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

Response:

Curricular Aspects:

- As Seth Anandram Jaipuria College follows the rules and regulations of the University of Calcutta, the changes introduced in the curriculum by the University was implemented through rigorous and interactive classroom teaching within the framework of a well-designed time table to ensure that the optimum teaching hours were allotted to each course.

Teaching and learning:

- Interactive and participatory approaches are maintained in the classrooms teaching.
- Infrastructure of science laboratories is upgraded regularly.

Examination and Evaluation:

Examination: • Internal, Tutorial, Theory and Practical Examination for UG Semester (CBCS) were held as per Calcutta University notifications.

- Selection test 2019-20 (before university examination) for 3rd year students (Old Annual System) was held upto January 2020.

Evaluation: • UG-Students are given feedback based on their performance in Internal, Tutorial and class tests.

Research and Development:

The college strongly promotes research culture. Teachers are engaged in major and minor research

projects. Several research papers, monographs and reviews have been published by our teachers in reputed journals and periodicals. Several teachers have published books of various kinds.

Library, ICT and Physical Infrastructure / Instrumentation:

- The library is partially automated with Koha 21.05.08.000 Integrated Library Management System (ILMS), making it easy for students to check book availability. This software has made the process paperless.
- Ramps were there, and Lift has been constructed.
- There are 5 Smart classrooms, 31 classrooms with portable ICT facilities. The campus is Wi-fi enabled.

Human Resource Management:

- The College always maintains an inclusive approach. Thus, tries to include all stakeholders like teachers, non-teaching staff, students in all its endeavours.
- Under the leadership of the Principal, teaching and non-teaching staff shoulder the responsibilities of different academic and administrative activities.
- Participation of Students are always encouraged in Cultural and extra-curricular activities.

Appointment and service rules:

- The college follows Appointment and service rules as per Government of West Bengal.

Industry interaction/Collaboration:

- Memorandum of Understanding (MOU) has been done with Indian Institute of Mother and Child (IIMC), Uran Welfare Society to help the Underprivileged people of our society with Maulana Azad College for academic exchange and with ShyamPark Football Coaching Centre for using their ground for sports.
- Peoples' Biodiversity Register for KMC Ward no.9 and 10 jointly prepared by Botany and Zoology with state Biodiversity Board in the year of 2019-2020.
- Special cover released by India Post, celebrating Legacy of 75 years of the college on 22.12.2022.

Admission of the students:

- At under-graduate level an experienced Admission Committee supervises the whole process based on the guidelines of the University of Calcutta and regulations of the Government of West Bengal.
- Complete digitisation of the online admission process has made it smooth and transparent.

File Description	Document
Provide Link for Additional information	View Document

6.2.2 Institution implements e-governance in its operations

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

Response: C. 2 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The welfare measures offered to teaching and non-teaching staff members in West Bengal by the Government are executed through the college's Governing Body. These provisions not only guarantee fair remuneration but also contribute to the overall well-being and career advancement of staff members.

Pay Revision is an essential aspect of these welfare measures, with revisions occurring periodically according to UGC recommendations and Pay Commissions. This ensures that the salaries of both teaching and non-teaching staff members remain competitive and in line with industry standards.

All staff members are entitled to a 3% annual increment in their salary, as recommended by the Governing Body of the college. This increment recognizes the hard work and dedication of the staff, ensuring that they are fairly compensated for their contributions to the institution.

Promotion and Career Advancement opportunities are offered to all staff members under the guidelines of UGC and the Government of West Bengal. These opportunities enable staff members to grow professionally and contribute to the overall success and reputation of the college.

The Faculty Development Programme encourages staff members to participate in various academic programs, such as Orientation Programmes, Refresher Courses, Short Term Courses, Workshops, Seminars, and Conferences. This initiative supports continuous learning and professional development, ensuring that the faculty remains up to date with the latest trends and advancements in their respective fields.

General Provident Fund (GPF) and Group Insurance schemes provide financial security to staff members by offering long-term savings and insurance coverage. These schemes help safeguard the financial well-being of staff members and their families.

Advance salary and festival advances are granted to non-teaching staff members depending on the occasion. These provisions help staff members manage their finances during times of increased expenditure, such as festivals and celebrations.

Medical Allowance is available for all staff members, and those registered under the West Bengal Health Scheme can avail of medical facilities in government and private hospitals. This benefit ensures that staff members have access to quality healthcare services when needed.

Various leave facilities, such as Casual Leave, Duty Leave, Medical Leave, Earned Leave, Maternity Leave, and Child Care Leave, are provided to employees to help them maintain a healthy work-life balance. Special leave provisions also exist for research at the doctoral level.

The college places great importance on staff welfare by offering clean drinking water facilities, a Wi-Fi-enabled campus, INFLIBNET access to e-resources, photocopying and printing services, as well as a Teachers' Council that serves as a platform for the teaching faculty.

The college administration showcases a solid dedication to promoting the well-being and professional development of all staff members. These initiatives foster a positive work atmosphere, helping to attract and retain skilled professionals in the education sector.

File Description	Document
Provide Link for Additional information	View Document

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

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

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

Response: 14.71

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

2021-22	2020-21	2019-20	2018-19	2017-18
10	17	8	4	6

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

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

6.4 Financial Management and Resource Mobilization

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

Response:

The institution effectively employs strategies for the mobilization and optimal utilization of resources and funds from diverse sources, including government and non-government organizations. This is supported by the regular conduct of financial audits, both internal and external, which can be validated through a review of the established processes and mechanisms.

Funds for infrastructural development and other office expenses are primarily sourced from the College fund and the fees collected from students. This allocation of funds ensures that the institution is well-equipped to cater to the needs of its students and staff members.

The process for resource allocation begins when Departmental Heads submit their requirements, including any repair or renovation work needed, to the Office of the Principal. Upon receipt of these requests, the Principal convenes a meeting with the Departmental Heads and the Secretary of the Teachers' Council to discuss the submitted requirements.

Following this discussion, the request is placed before the Finance Committee and the Governing Body of the College for sanction. Once approved, the funds are distributed among the departments in a proportionate, equitable, and justifiable manner, ensuring that all departments have the necessary resources to function effectively.

Maintenance, construction, and renovation works are carried out through vendors selected by quotations through tender and e-tender processes mentioned on the website, as well as by the Public Works Department (PWD). This transparent selection process ensures that the institution receives high-quality services at competitive prices.

For the purchase of new books and instruments, quotations are invited from various suppliers. The Purchase sub-committee then prepares a comparative statement of the quotations, and the order is typically placed with the lowest quote. By following this procedure, the institution ensures that it acquires necessary resources at the best possible price.

Some equipment, materials, and other items for the college office and classroom teaching are purchased from Small Scale Industries (SSI), in accordance with the rules of the Government of West Bengal. This practice supports local industries while also adhering to government regulations.

In addition to financial resources, the institution also focuses on mobilizing its intellectual and creative resources. Academic and co-curricular activities are designed and implemented to help students develop their potential fully. This holistic approach to education ensures that students are well-prepared for their future endeavours.

The institution encourages staff members to pursue their professional goals by supporting their career development initiatives. This includes attending Orientation Programmes, Refresher Courses, and other relevant training opportunities. The institution monitors staff members' files for promotion, ensuring that they receive recognition for their professional growth and contributions to the institution.

Thus, the institution's strategies for mobilization and optimal utilization of resources and funds from various sources, coupled with regular financial audits, demonstrate a strong commitment to efficient resource management. These processes ensure that the institution can provide high-quality education and

support services to its students and staff members while maintaining financial stability and adhering to government regulations.

File Description	Document
Provide Link for Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The college's Internal Quality Assurance Cell (IQAC) plays a crucial role in policymaking and implementation within the institution. Meeting every three months, the IQAC prepares, evaluates, and recommends various reports and initiatives for approval by relevant Institute and Government statutory authorities. These include: Annual Quality Assurance Report (AQAR), Self-Study Reports for accreditation bodies (ISO 9001, UGC 12b, NAAC, NIRF, NBA), Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS), Stakeholder feedback, Process Performance & Conformity, Action Taken Reports, and new programs aligned with National Missions and Government Policies.

Several exemplary practices have been institutionalized as a result of IQAC initiatives, such as:

1. **Academic and Administrative Audit:** To maintain and enhance educational quality, the college conducts annual academic and administrative audits of each department and various committees through the IQAC. An Academic and Administrative Audit Committee is established for this purpose. At the beginning of each academic session, the college's Academic Committee collects plans for publications, extension activities, collaborations, innovative and best practices, assignments, ICT-based activities, student competitions, seminars, and workshops aimed at improving performance. The committee's report is submitted to the IQAC and discussed in the College Development Committee for suggestions and approval. This audit process has led to continuous improvement in curricular, co-curricular, and extracurricular performances across all departments and committees. The IQAC also spearheaded efforts to acquire ISO Certifications in 2022.

2. **Implementation of Green Practices:** The IQAC proposed various green practices to maintain an eco-friendly college campus. These activities include tree plantation, paperless work, plastic eradication, clean and beautiful campus initiatives, and awareness programs on renewable energy and e-waste management. To ensure effective implementation, IQAC distributed these activities among various departments and the Nature Club. As a result, an eco-friendly, pollution-free college campus has been established, and community awareness about renewable energy and e-waste management has increased. A Green Audit was conducted by a certified agency.

3. Use and Enrichment of ICT Infrastructure: The integration of ICT tools into the teaching-learning process is strongly encouraged by the IQAC. They prepare plans for each department to use and enrich ICT infrastructure and advise the administration to enhance this infrastructure by purchasing advanced ICT tools and providing broadband internet Wi-Fi facilities. The IQAC periodically trains teachers and non-teaching staff in using ICT by organizing workshops on , for example, the use of Google Apps, video conferencing, email usage, and handling ICT equipment. In the teaching and learning process, a feedback system is implemented to review the reliability and use of ICT facilities. A Database Management System was introduced in 2021 to back up all student data in digital format.

Thus, the college's IQAC plays a vital role in driving quality assurance and improvement initiatives across various aspects of institutional functioning. These efforts contribute to enhancing the overall educational experience for students and fostering a culture of continuous improvement within the institution.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

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

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Seth Anandram Jaipuria College, Kolkata has undertaken several initiatives in the promotion of gender equity during the year. The college has active Gender Sensitization Cell with active members. Some of these measures are as follows:

1. Counselling services The college has established a counselling center that provides support and guidance to students facing any kind of genderrelated issues. The center also conducts regular awareness programs and sensitization workshops for students and staff.
2. Awareness campaigns: The college organizes various awareness campaigns on gender equity, including International Women's Day celebrations, seminars, and talks by eminent personalities. These campaigns aim to sensitize the students about gender issues and promote gender equity through Gender Sensitization Cell.
3. Implementation of POSH policy The college has implemented the Prevention of Sexual Harassment (POSH) policy to prevent sexual harassment of women in the college premises. The policy provides a safe and secure environment for female students and staff and ensures that any complaints of sexual harassment are dealt with promptly.
4. Gender sensitization training for faculty The college conducts regular gender sensitization training programs for its faculty members. These programs aim to sensitize faculty members to gender issues and equip them to handle gender-related concerns with sensitivity and care. These measures initiated by Seth Anandram Jaipuria College, Kolkata, are aimed at promoting gender equity and creating a safe and inclusive environment for all its students and staff.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

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

Response: B. 3 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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

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

Response: C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Green audit/environmental audit report from recognized bodies	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Our mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access. Integral to furthering that mission is supporting efforts to create diverse and welcoming campus communities for all students. Toward that end, we have admitted students from various backgrounds and experiences, and also supported and retained these students once on campus. A culturally inclusive environment requires mutual respect, effective relationships, clear communication, explicit understandings about expectations and critical self-reflection. In an inclusive environment, people of all cultural orientations can freely express who they are, fully participate in teaching and learning and feel safe from abuse, harassment, or unfair criticism. Students and staff have benefitted from culturally inclusive practice and experience diversity as a resource that enriches our teaching, learning, research, service provision and other work. Inclusive practice enables all students and staff to get the maximum academic, personal and social benefit from their experience. An inclusive

environment on campus contributes to make the college a safe, enjoyable and productive place for everyone in the community, and can enhance our interactions with the wider community. The college has taken many initiative in this direction by recruiting faculty members, staff and students from different regions to enrich this diversity by enriching the ethos, language, cuisines, festival, awareness as a part of peer-group learning.

The college implemented several initiatives to foster tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic, and other diversities.

Cultural Diversity: The college regularly organizes cultural events and festivals to promote cultural diversity among students. The events include traditional dance performances, music programs, and art exhibitions that showcase the rich cultural heritage of various regions and communities. These events help to create a more inclusive and tolerant environment and provide students with an opportunity to learn about different cultures.

Regional and Linguistic Diversity: The college has a diverse student population, and we recognize the importance of promoting regional and linguistic diversity. We encourage students to participate in language courses and cultural programs to celebrate the linguistic diversity of our nation. The college also organizes events such as "Language Day," "Rabindra Jayanti", "Shakespear's Birthday" where students can show their linguistic skills and learn about different languages.

Communal and Socioeconomic Diversity: The college recognizes the importance of promoting communal and socioeconomic diversity. We offer scholarships and financial assistance to economically underprivileged students, enabling them to pursue their academic dreams. We also organize awareness programs and workshops to sensitize students towards social issues such as poverty, gender inequality, and discrimination. Overall, the college is committed to providing an inclusive environment that fosters tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic, and other diversities. Our aim is to create an environment where students feel accepted, respected, and supported regardless of their background, culture, or socioeconomic status.

File Description	Document
Provide Link for Additional information	View Document

7.2 Best Practices

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

Response:

Title of the Practice: The Medicinal plants garden and its importance

Objective : To create awareness among the students about the medicinal plants and their use in day to day life.

The context : Due to the modern way of life the number of deceases have increased among the people. Some deceases which were very rare in the past have become common deceases today. They are like asthma, diabetes, hypertension, acidity etc. There are number of medicine in the allopathic system of medicine today which causes so many side effects but our rich and traditional ayurvedic system has hundreds of years of history which is also considered as one of the best systems of medicine in the world without any side effects. Therefore there is a greater need today to popularise this system of medicine among the Indians particularly to the students. The medicinal plants which are at the core of all medicines of ayurveda are available in the abundant in our country. These medicinal plants are used for treating the common deceases like diabetes, burns, ashthama, cough etc..

Practice : Besides an ecofriendly campus the college has the best practice of growing and maintaining a medicinal plants garden. Different types of medicinal plants are grown in this garden. The following are the medicinal plants with their scientific names. i) Ashwaganda, ii.) Aloe Vera, iii) *Nerium Indicum*, iv) *Sentella asiatica*, v) Bramhi, vi) *Leugas aspera*, vii) *Secaras ponteneum*, viii) *Catharanthes roseus*, ix) *Ciss quadrangularis*, x) *Tylophona Astham Tica*

Evidence of success: The students of all three programmes B.A, B.Sc and B.Com of our institution have a continuous access and view of medicinal plants inside the campus. As the awareness grows among the students about the use of each medicinal plants for different deceases they inculcate the habit of using them wherever and whenever it is necessary. Not only to the science students particularly in the Biology students and even the students of Arts and commerce too have a general knowledge and awareness about the use of these simple and easily available medicinal plants in abundance everywhere. Even the teaching and non-teaching staff and the public who visit the college have a common knowledge about these plants.

Problems Encountered: There are no problems in maintaining these medicinal plant garden as there is enough place inside the college campus to grow theses plants. The maintenance of this garden is not expensive. But creating awareness continuously about the use of these plants among the students is a bit difficult task particularly among the Arts and Commerce students but this problem is overcome by generating interests among the students about the utility of these plants.

2. Title of the Practice: Implementation of DataBase Management System

Objectives of the Practice: Database Management System is a simple-to-operate Online Webbased application designed to help college to maintain and manage records and data of students as well as Teaching and support staffs.

Aim:

? Admission Management

? Account Management

? Profile Management

? Attendance Management

? Examination Management

? Library management

? Easy-to-use: Can be operated on desktop, tablets and smartphones

? Fee Management

? Cloud-based: No risk of loss of data

? Highly secure and reliable

? Cost-Efficient and Time-Saving

The Context: College Data Management System gives a straightforward interface to support of understudy data, staff information, attendance, fee record. It very well may be utilized by instructive establishments or to keep up the records of understudies without any problem. Importance: Student database management system give abilities to enrolling students in courses; reporting evaluating, transcripts, results of student tests and other appraisal scores; building candidate plans; monitoring attendance; and overseeing numerous other student related information needs in a colleges.

The Practice: a) Manages Student Information A student database management system manages all information pertaining to students' attendance, assignments, academic reports, curriculum details, project details, exam details, grades, achievements, medical history, address, accounts, and much more. It also allows teachers to access all student-related information with ease.

b) Streamlines Communication A student database management system facilitates smooth communication between students and teachers, parents and teachers, and between students. Student database management software also facilitates smooth interaction between teachers and students by allowing them to collaborate beyond the four walls of the classroom. The software allows the interaction to take place over the online application where teachers can respond to students' queries in real-time.

c) Minimizes Paperwork Student database management system helps you manage students' personal records effortlessly. It keeps the digital track of student data, thus reducing paperwork. Other than personal records, a lot of documents such as admission forms, student records, financial aid paperwork, etc. are created and filed on a regular basis. It is important to maintain the security of these records not only for future reference but also because those documents may contain sensitive information about students. Managing and securing large volumes of paper files is not an easy task as you may end up misplacing the files, or the files may fall into wrong hands. The software stores each document securely and also helps you track the required document in the blink of an eye.

d) Extremely Secure and Reliable Cloud-based student database management system is way more secure and reliable than manually stored information. Student database software stores all student and related data on a cloud-based server to secure your files. The software offers multiple automatic backups of data to make sure you do not end up losing your valuable files. What's more, automated security updates also prevent the software from getting hacked by cybercriminals.

e) Supervise Multiple Branches with Ease Student database management system helps you manage

multiple branches so that you can offer students with a consistent learning experience.

f) Easy Access To All Both teachers and administration play a pivotal role in the overall development of students.

Evidence of Success: The software also helps streamline various processes across branches so that one can maintain uniformity and cohesiveness across branches. 6. Problems Encountered and Resources Required: More Desktop and Computers and Internet connections is required.

File Description	Document
Any other relevant information	View Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

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

Response:

OPTIMAL, PLANNED AND STRUCTURED USE OF RESOURCES:

Seth Anandram Jaipuria College has established itself as an institution committed to providing the best possible education to its students. One of the key factors behind our success is the optimal, planned, and structured use of resources. By offering a diverse range of 21 courses in honours and general, we have ensured that students have plenty of options to choose from based on their interests and career aspirations.

These courses are distributed across three shifts that run from 6:30 AM to 9 PM, allowing students to avail themselves of education at their convenience. The shifts are divided into Girls (Morning), Co-education (Day), and Boys (Evening). This arrangement not only accommodates the preferences of different students but also caters to those who may be engaged in other activities or jobs during the day, enabling them to continue their education without any hindrance.

To ensure that all students receive adequate teaching and attention, we have implemented a well-planned time slot management system that accommodates the schedules of students across the three shifts. The master routine is prepared for all three years of the courses, with each period being one hour long. This approach helps maintain a consistent and effective teaching schedule, ensuring that every student can access the same high-quality education.

Each department within the college follows the master routine and assigns classes to the departmental teachers. These teachers are provided with a comprehensive syllabus, encompassing both theoretical and practical aspects of the subject matter. This ensures that the educators are well-equipped to deliver the curriculum effectively and help students reach their full potential.

In order to maintain the documentation of the syllabus covered, each department keeps records of syllabus distribution, lesson plans, and logbooks. This system allows the institution to monitor the progress of each course and ensure that all topics are being covered in a timely and efficient manner. It also helps identify any gaps or areas that may require additional attention, enabling the faculty to adjust their teaching methods accordingly.

At the end of each month, each department holds online meetings to chalk out a lesson plan for the following month. This practice encourages collaboration among the faculty members and helps them stay updated on the latest developments in their respective fields. By working together to create a comprehensive lesson plan, faculty members can ensure that all students receive equal attention and an equal opportunity to learn, regardless of the shift they are enrolled in.

The above mentioned approach to resource management has several benefits. Firstly, it ensures that students receive a well-rounded education, as the college can offer a wide range of courses without overburdening the available resources. Secondly, the structured scheduling system allows students to easily manage their time and commitments outside of their studies, promoting a healthy work-life balance. Lastly, the consistent monitoring and documentation of the syllabus ensure that the quality of education remains high, as faculty members can quickly address any issues or gaps in the curriculum.

Our optimal, planned, and structured use of resources reflects our institution's commitment to providing the best possible education to its students. By offering a diverse range of courses and accommodating different schedules through the three-shift system, the college ensures that every student has access to high-quality education tailored to their individual needs. The well-planned time slot management system, comprehensive syllabus distribution, and regular departmental meetings contribute to the college's success in delivering an exceptional learning experience for all students, regardless of their chosen shift.

In addition to our focus on academics, we also prioritize the overall well-being of our students. We have implemented various initiatives to support their mental and physical health, such as organizing extracurricular activities, sports events, and cultural programs. These initiatives not only provide a platform for students to showcase their talents but also help them develop essential life skills, such as teamwork, communication, and leadership.

We also believe in fostering a strong sense of community and inclusivity within the college. We organize regular workshops and seminars on topics like gender sensitivity, environmental awareness, and social responsibility. These events aim to create an environment where students feel empowered to discuss and address pressing issues that affect their lives and the world at large.

Another key aspect of our resource management strategy is the efficient utilization of technology. We have embraced digital tools and platforms to streamline administrative processes, enhance communication, and support student learning. For instance, we use online platforms to facilitate submission and evaluation of assignments, share study materials, and conduct assessments. This digital transformation has not only improved the accessibility and flexibility of education but also made it more engaging and interactive for students.

Also, we recognize the importance of continuous improvement and innovation in education. To this end, we regularly evaluate and update our teaching methodologies, tools, and infrastructure to keep up with the ever-evolving demands of the job market and higher education landscape. We actively seek feedback from students and faculty to identify areas of improvement and implement necessary changes.

We also invest in the professional development of our faculty members, providing them with opportunities to attend conferences, workshops, and training programs. This helps them stay abreast of the latest trends and developments in their respective fields, ensuring that they are well-equipped to deliver the best possible education to our students.

Finally, we strive to maintain a clean, safe, and sustainable campus environment by implementing eco-friendly practices such as waste management, energy and water conservation. We also have a dedicated team responsible for maintaining the college infrastructure, ensuring that all facilities are in good working condition and meeting the needs of our students and staff.

Our approach to resource management is thus comprehensive and multifaceted. By continuously evaluating and updating our strategies, we ensure that we remain at the forefront of educational innovation and excellence. As a result, we can proudly say that our institution offers an exceptional learning experience for all students, regardless of their chosen shift, background, or personal circumstances

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The college has devised a comprehensive plan to enhance the overall educational experience for its students. To strengthen industry partnerships, the college aims to forge alliances with local businesses, providing practical training, internships, and job placements. Collaborations with industries will align the curriculum with market needs, enhancing students' employability.

The college is actively working on enhancing research funding to support faculty initiatives, attract top researchers, and undertake cutting-edge projects, fostering a vibrant research culture.

To foster a global outlook among its students, the college is planning to establish exchange programs with universities abroad. These global exchange programs will provide students with the opportunity to study in a different educational environment, broaden their perspectives, and develop cross-cultural understanding. Such programs will equip students with valuable international exposure and enhance their global competencies.

Concluding Remarks :

The SWOC analysis of the college reveals several strengths, weaknesses, opportunities, and challenges that shape its current and future trajectory.

To capitalize on these opportunities and address the challenges, the college must overcome immediate needs such as acquiring a new campus to align with the NEP, finding suitable replacements for retired teachers, and promptly filling vacancies. It is also crucial to open new departments and postgraduate courses, implement biometric attendance for accurate record-keeping, and establish a state-of-the-art auditorium for various events.

By leveraging its strengths and seizing the available opportunities, the college can enhance its academic offerings, improve infrastructure, and create a more interactive and engaging learning environment. With a strong focus on holistic development and student well-being, the college can foster a vibrant educational community that prepares students for success in their chosen fields.

Through strategic planning, efficient resource allocation, and collaboration among stakeholders, the college can overcome its weaknesses and navigate the challenges to emerge as a leading institution in education and research. The commitment to continuous improvement and the pursuit of excellence will enable the college to make a lasting impact on the lives of its students and contribute to the broader society.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
2.6.3	<p>Pass percentage of Students during last five years (excluding backlog students)</p> <p>2.6.3.1. Number of final year students who passed the university examination year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>1005</td> <td>1219</td> <td>959</td> <td>1145</td> <td>1105</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>1002</td> <td>857</td> <td>900</td> <td>480</td> <td>535</td> </tr> </tbody> </table> <p>2.6.3.2. Number of final year students who appeared for the university examination year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>1005</td> <td>1219</td> <td>1242</td> <td>1508</td> <td>1743</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>1005</td> <td>1219</td> <td>1242</td> <td>1508</td> <td>1743</td> </tr> </tbody> </table> <p>Remark : DVV has made the changes as per shared report by HEI.</p>	2021-22	2020-21	2019-20	2018-19	2017-18	1005	1219	959	1145	1105	2021-22	2020-21	2019-20	2018-19	2017-18	1002	857	900	480	535	2021-22	2020-21	2019-20	2018-19	2017-18	1005	1219	1242	1508	1743	2021-22	2020-21	2019-20	2018-19	2017-18	1005	1219	1242	1508	1743
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3.1.1	<p>Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</p> <p>3.1.1.1. Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>3.22</td> <td>0.0</td> <td>2.35</td> <td>9.33</td> <td>6.84</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>3.22</td> <td>0.0</td> <td>1.10</td> <td>8.97</td> <td>9.75</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	3.22	0.0	2.35	9.33	6.84	2021-22	2020-21	2019-20	2018-19	2017-18	3.22	0.0	1.10	8.97	9.75																				
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Remark : DVV has made the changes as per shared report by HEI.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
15	12	07	01	05

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
08	11	05	01	03

Remark : DVV has made the changes as per shared clarification.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
32	16	15	14	05

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
11	10	08	12	04

Remark : DVV has made the changes as per shared clarification.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
32.17	56.72	29.8	23.78	37.93

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
33.43	54.77	12.97	1.76	7.19

Remark : DVV has made the changes as per shared clarification.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
27	19	33.96	23.78	15.19

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
49.68	37.07	60.87	56.20	67.46

Remark : DVV has made the changes as per shared clarification.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1259	633	343	163	108

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1120	502	309	163	98

Remark : DVV has made the changes as per shared report by HEI.

5.1.4 ***The institution adopts the following for redressal of student grievances including sexual***

harassment and ragging cases

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

Remark : DVV has made the changes as per shared clarification.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
8	2	0	4	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

Remark : DVV has not consider shared excel sheet.

6.5.2 **Quality assurance initiatives of the institution include:**

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

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : DVV has made the changes as per shared clarification.

7.1.2 **The Institution has facilities and initiatives for**

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**

	<p>3. Water conservation 4. Green campus initiatives 5. Disabled-friendly, barrier free environment</p> <p>Answer before DVV Verification : A. 4 or All of the above Answer After DVV Verification: B. 3 of the above Remark : DVV has made the changes as per shared clarification.</p>
7.1.3	<p>Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following</p> <p>1. Green audit / Environment audit 2. Energy audit 3. Clean and green campus initiatives 4. Beyond the campus environmental promotion activities</p> <p>Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: C. Any 2 of the above Remark : DVV has made the changes as per shared clarification.</p>

2.Extended Profile Deviations

<p>Extended Profile Deviations</p>
<p>No Deviations</p>