



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		SETH ANANDRAM JAIPURIA COLLEGE
Name of the head of the Institution		Dr. Asok Mukhopadhyay
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03325553647
Mobile no.		9830499347
Registered Email		sajaipuricollege@gmail.com
Alternate Email		sajciqac@gmail.com
Address		10, Raja Nabakrishna Street Sovabazar
City/Town		Kolkata
State/UT		West Bengal
Pincode		700005
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Arabinda Chowdhury
Phone no/Alternate Phone no.	03325554722
Mobile no.	9433897175
Registered Email	sajciqac@gmail.com
Alternate Email	sajaipuricollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sajaipuricollege.in/AQAR-SAJC-2016-17.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

<http://www.sajaipuricollege.in/admission/academic-calender/>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.72	2015	03-Mar-2015	02-Mar-2020

6. Date of Establishment of IQAC

19-Nov-2013

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Training Programme on 'Python' (a newly implemented course)	05-Jun-2019 7	20

content) for teachers of Physics/Computer science/ Electronics/Mathematics/Economics department		
Yoga for Teachers, students and non-teaching staff of the college	21-Jun-2019 1	60
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Seth Anandram Jaipuria College	RD	WBDST	2018 365	107000
Seth Anandram Jaipuria College	RD	WBDST	2018 365	422000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

Training programme for new courses for CBCS System: A lot of new courses have been introduced as a part of CBCS system. The CBCS structure is also different from the old annual system. We have arranged training programmes/workshops/Orientations on newly introduced courses and the CBCS structure for our teachers for successful implementation.

Resource sharing:As an inevitable part of CBCS system, number of practical classes have also been increased manifold. For the necessary purpose we have

started a ICT enabled shared resource center. In that particular center we offered video conferencing, smart board with projector, computational facility with twenty five terminals. Different departments may enjoy these facilities as per their requirements.

Use of non proprietary open source OS/software: We have started using non-proprietary open source OS(Ubuntu)/Application software in few laboratories and library reading room computers. It helped us to save revenue in terms of OS/software license fees.

Additional room arrangement for CBCS system: From this Academic Session, the University of Calcutta university has introduced CBCS system in B.A and B.SC programmes. As a result, the number of courses have been increased which in turn increases required classrooms. We have arranged for additional classroom by soundproof partitioning of existing large rooms.

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

Plan of Action	Achivements/Outcomes
Timely publication of the in-house research journal	New issue could not be published
Implementation of CBCS curriculum	Successfully implemented CBCS curriculum in semester system.
Training of teachers for the New curriculum	Arranged training programmes/workshops/Orientations on newly introduced courses and the CBCS structure for our teachers for successful implementation.
Allotment of additional resources for CBCS curriculum	New classroom generated after soundproof partitioning of old bigger classrooms. Established a resource sharing mode among different departments using ICT resources
Free and Fair admission system	Admission system made fully online where student need not to visit college before commencement of classes to make it free and fair.
To take feedback from students for quality improvement	Feedback taken from final year Honours students of some departments via printed forms and analyzed
To increase the use of open-source OS/software instead of proprietary software	Started using non-proprietary open source OS(Ubuntu)/Application software in few laboratories and library reading room computers.
To improvise activity of alumnus	Improved. Organized Reunion and related activities for morning shift students.
Placement for final year students	A large number of students were placed

on different companies.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Governing Body

12-Mar-2022

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

18-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Presently the college has procured the Student Management Module of AIMES CORE and it is functioning from January 2017 to handle the following areas (1) Student Fees handling / Processing and collection (2) Student Attendance Maintenance (3) Internal Assessment (4) Student Marks Entry Among these the college is now currently using Student Fees Handling / Processing and collection using the various payment gateways for online payment like BILLDESK and HDFC Bank. AIMES CLOUD is a web based ERP solution for educational institution. There are various useful features of this student management software such as student registration, student promotion, Student details, Student subject group relation, Student general information, Send SMS etc. Different important reports can be generated from this software like Student promotion list, Student registration, Student admission, Student list, Student document submitted report, Student photo extraction, Student voter list generation and many more. The different modules are used on a regular basis by various departmental staff under the

guidance and help of the developer and the ultimate goal is the total digitization/automation. All the transaction related to students are now being made digitally. The college has crosses various milestones in this process and the goal will be reached soon.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

We run a total of 21 courses (both Honours and General), which we distribute 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 our resources to provide education to a large number of students with varied backgrounds. We run a Women's College in the Morning Shift, the Day Shift is Coeducational and the Evening Shift admits young men, many of whom do jobs during the day. We plan and dispense our time-slots very carefully to look after and cater to the needs of our students. Well-planned master routines are prepared for the allotment of rooms to the different courses running in the three shifts. Each period is of duration of one hour. 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. The departments sit for departmental meetings at the end of every month to chalk out lesson plans for the next month. The heads of the departments keep in regular touch with their students and gather feedback regarding content coverage from them.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	Nil	Nil	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Arts	04/02/2019
BSc	Science	04/02/2019

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

Certificate

Diploma Course

No Data Entered/Not Applicable !!!**1.3 – Curriculum Enrichment**

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	No
Parents	Yes

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

Feedback Obtained
<p>A) Student feedback: IQAC has developed a student feedback proforma on Google Form. The proforma has been distributed to the students through WhatsApp/ Email/ Google Classrooms. The students were previously informed about this assignment and asked to submit the form within two hours of its receipt. The feedback forms were a) Anonymous: to encourage fearless and honest submissions. b) In google form: to help the students give uninhibited feedback c) Objective - to permit data summarization and analysis. d) Comprehensive - Feedback is collected on 14 points covering various aspects of teaching. e) Third party analysis - objective analysis by our Computer Cell. f) Actionable inputs - based on the collection and analysis, the reports were given to the Head of the Departments. HODs were requested to take heed of the students feedback and plan to meet the students demands accordingly. Feedback concerning the infrastructure and aspects beyond the purview of the Heads of the Departments are communicated to the Head of the Institution in various meetings. B) Feedback from Teachers: Teachers feedback is collected through one-on-one interactions with them as well as during Teachers Council meetings and through close interactions by the HOI with teachers elected representatives. C) Feedback from Non-Teaching Staff (NTS): Feedback from NTS is collected through one-on-one interactions with them as well as through close interactions by the HOI with the elected representatives of the NTS. b) Feedback from Parents: The IQAC encourages every department to arrange parent-teacher meetings. All parents are not proficient in handling internet technology. So, the provision of input through Google Forms is not provided to them.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	890	8539	487
BSc	Science	297	4256	169
BCom	Commerce	889	9600	701
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	4294	Nil	66	Nil	66

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
58	30	Nil	6	6	Nil
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

We do not possess any exact official record of students benefitting from psycho-social institutional support. However, it may be said that a good number of both our present and former students need and are provided with academic advice, psychological support and are counselled to handle various crises in their lives. Psychological support is often rendered in close interactions outside the class as also, nowadays, through social networking messaging applications and phone or video calls if necessary. Professional and academic advice is shared in class as well as through interactive spaces, virtually.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4294	66	1:65

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
65	65	0	3	34

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

Year of Award	Name of full time teachers	Designation	Name of the award,
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	receiving awards from state level, national level, international level		fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Nill	semester I	29/12/2018	14/02/2019
BSc	Nill	semester I	29/12/2018	14/02/2019
BCom	Nill	semester I	29/12/2018	08/02/2019
BA	Nill	2ND YEAR	23/05/2018	08/08/2018
BCom	Nill	2ND YEAR	03/05/2018	25/07/2018
BSc	Nill	2ND YEAR	23/05/2018	08/08/2018
BA	Nill	3RD YEAR	30/04/2018	10/07/2018
BCom	Nill	3RD YEAR	18/04/2018	10/07/2018
BSc	Nill	3RD YEAR	30/04/2018	03/07/2018

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

We follow a flexible time-tested system of continuous multipronged internal evaluation to assess the academic performance of our students through weekly/monthly/mid-term tests, surprise tests, quizzes, seminars, home-assignments, practical tests and selection exams. We also take care to factor in our students' response during classroom lectures, their interactions with their classmates and the extent of their participation in group-activities, in our overall evaluation of their academic development and progress as human beings.

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

The college prepared a Calendar as per the scheduled prescribed by the affiliating university for implementation of Curriculum and participation in Extracurricular and co-curricular Activities. As per university rules and regulation academic activity run in college throughout the year. At the beginning of session institution prepared an academic calendar to organise the curricular and extracurricular activities in the institution. In academic calendar institute adhered to available working days, short and long Holidays, National Public holidays, Admission process, Semester wise Teaching Plans, Tentative University Examination days of semester, Tentative practical examination days, allocation of Internal Assessment work i.e. Seminar activity, Project Assignment, Theory Assignment, Class tests, Practical assignment, Submission of Internal Assessment work, ICT Lectures, Guest Lectures, Celebration of National Science day, Celebration of various Birth and Death Anniversary, celebration of weeks like wild life, sampling plantation etc. and special days, Departmental unit tests, Educational tour, Departmental stock verification, various Literacy days, Awareness Programmes and rallies,

organising workshop / seminar activity are planned month wise and makes implementation on it. As per academic calendar Institution follows all the related curricular, Co-curricular and Extra-curricular activities for the better academic work.

2.6 – Student Performance and Learning Outcomes

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

<https://sajaipuricollege.ac.in/home.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Nill	463	342	74
Nill	BCom	Nill	847	636	75
Nill	BSc	Nill	188	167	89
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2.7 – Student Satisfaction Survey

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

<https://www.sajaipuricollege.ac.in/student-satisfaction-survey-2018-19.php>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	DST-SERB	2530000	400000
Minor Projects	730	UGC	420000	420000
Minor Projects	365	WBDST	670000	422500
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NA		

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

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

No file uploaded.

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
00	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Bengali	1	Nil
National	Education	1	Nil
National	Psychology	3	3.02
International	Chemistry	1	2.1
International	Mathematics	9	1
International	Hindi	1	Nil
International	Physics	3	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Bengali	1
Hindi	1
Political Science	1
Zoology	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
A study on the security issues of	Abhijit Chatterjee, Arabinda Maity	International Journal of Informatio	2019	Nil	S. A. Jaipuria College, Kol -	1

the university libraries in West Bengal		n Dissemination and Technology			700005	
Impact of heat and mass transfer on the unsteady squeezing flow of nanofluid with multiple convective conditions	AmitSarkar, Prabir Kumar Kundu	Moldavian Journal of the Physical Sciences	2019	Nil	Department of Mathematics, S. A. Jaipuria College, Kol - 700005	Nil
Stability Analysis and Optimal Control of Avian Influenza virus A with time delays	S. Sharma, A. Mondal, A. K. Pal, G. P. Samanta	International Journal of Dynamics and Control	2018	Nil	Department of Mathematics, S. A. Jaipuria College, Kol - 700005	Nil
Bio-control of Pests in Tea - Effect of Environmental Fluctuation	A. K. Pal	International Journal of Applied and Computational Mathematics	2019	Nil	Department of Mathematics, S. A. Jaipuria College, Kol - 700005	Nil
A detailed study of the quantum coherent and saturating resonances using the hyperfine lines of rubidium	SekharDey	Hyperfine Interaction	2019	Nil	Department of Physics, Seth Anandram Jaipuria College, 10-Raja Nabakrishna Street, Kolkata-700005	Nil

					Seth Anandram Jaipuria College, 10-Raja Nabakrishna Street, Kolkata-700005	
Large magnetocaloric effect in geometrically frustrated polycrystalline ErMnO ₃ compound at cryogenic temperature	Kalipada Das, S. Banik and I. Das	Physics B	2018	Nil	Department of Physics, Seth Anandram Jaipuria College, 10-Raja Nabakrishna Street, Kolkata-700005	Nil
Magnetic and magnetocaloric properties in polycrystalline La _{0.2} Gd _{0.5} Ba _{0.3} MnO ₃ compound	S. Saha, Kalipada Das, S. Bandyopadhyay and I. Das	J. Magn. Mater.	2018	Nil	Department of Physics, Seth Anandram Jaipuria College, 10-Raja Nabakrishna Street, Kolkata-700005	1
A comparative study of polaronic transport in paramagnetic state of bulk and nanocrystalline La _{0.4} Ca _{0.54} MnO ₃ compound	Kalipada Das	Journal of Applied Physics	2018	Nil	Department of Physics, Seth Anandram Jaipuria College, 10-Raja Nabakrishna Street, Kolkata-700005	Nil
RAPD Profiling to explore biodiversity of some habitat adapted Dr	Arpita Rakshit and Sovan Roy	Bio technology and Nature	2018	Nil	Department of Zoology, Seth Anandram Jaipuria	Nil

osophilida e species through phylogeny from southern parts of West bengal					College, 10-Raja Na bakrishna Street, Ko lkata-7000 05	
Climate Change: An Empirical study of Indian Sundarban	Gargi Basu and Jyotish Prakash Basu	The Empirical Economics Letters	2018	Nil	Department of Economics, Seth Anandram Jaipuria College, 10-Raja Na bakrishna Street, Ko lkata-7000 05	Nil

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Progress in delivery of Services : The case of rural West Bengal	Ankita Roy	Indian Journal of Economics and development ISSN (online) : 2320-9836 ISSN (Print):2320-9828	2018	Nil	Nil	Nil

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	11	5	5
Presented papers	4	8	Nil	Nil
Resource persons	1	7	Nil	Nil

[View File](#)

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
CATC 5 (combined annual training camp)	31nd Bengal Bn NCC	4	14
CATC 6 (combined annual training camp)	31th Bengal Bn NCC	4	10
NIC (National Intregation camp)	Centrally sponsored	Nill	2
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	Nill	Nill	Nill
No file uploaded.			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
00	Nill	Nill	Nill	Nill
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
00	Nill	Nill	Nill
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
00	Nill	Nill	Nill	Nill	Nill
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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Nil	Nil	NIL	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20.01	23.78

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Classrooms with LCD facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Partially	21.05.08.000	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Nil	63388	10748246	159	90370	63547	10838616
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
nil	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	computers	Lab		centers	Centers		nts	Bandwidth (MBPS/GBPS)	
Existing	182	31	159	8	23	21	99	30	0
Added	18	8	10	0	8	1	1	30	0
Total	200	39	169	8	31	22	100	60	0

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

30 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
College website	www.sajaipuricollege.in

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
100	127.49	50	54.86

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

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities such as laboratory, sports equipments, computer, classroom etc in the institute. The maintenance of physical, academic and support facilities are carried out by the respective departments with the help of in house staff on daily basis and periodically and care has been taken to keep the equipments, machine etc in working condition.

In case of breakdowns standard procedure is followed to bring the equipment/machine in working condition. One faculty supervisor is appointed to monitor and maintain the physical facilities and Housekeeping. A brief description is presented below on maintenance and utilization of some facilities.

1. Laboratories (All Labs Computer center): Each laboratory has one teacher as lab incharge, a Lab Assistant and attendant. Lab in-charge is responsible to maintain and upgrade the laboratory with necessary equipments from time to time to cope with change in the syllabus. Dead stock verification (Physical Verification) is carried out to verify working/nonworking/missing equipments etc. Preventive maintenance and performance monitoring is carried out. Every laboratory assistance keeps the record of utilization of equipments, computers and other required material for experiments.

2. Library: Librarian with supporting staff has been appointed to maintain central library. They focus on the availability and utilization of instructional material in teaching and learning process. At end of the Academic year stock verification is done. Librarian will prepare the report on the same and utilization of books by the students and staff. Procurement of books as per the requirement is initiated through library committee by inviting the requirement of books from various departments this is then processed following the procurement procedure.

3. Sport complex/ground/equipments: Physical Director of the institute looks after the sports facilities and the activities. The sports equipments are issued to the students as per the schedule of the events. If any equipments get faulty

sport director submits proposal for maintenance. Preventive maintenance measures are taken in time. Sport director is responsible for keeping the record of utilization of sport Facilities, activities held, awards for the students etc. 4. Class Rooms: Class rooms are allocated to all departments along with necessary ICT tools in some departments. The class rooms are utilized as per the time table of the department. The class rooms are cleaned on daily basis monitored by institute supervisor. Head of the institute, HODs and Class teachers also monitor the cleanliness and ensure that the cleanliness is maintained in the class rooms. 5. IT facilities: All departments in the institute are having PCs, essential software and peripherals .The laboratory technicians and system administrator maintain the IT facilities in the institute. In case of major issues of maintenance vendors are hired for maintenance of IT facilities. 6. Electrical, Drinking water coolers, Lift etc.: Institute has employed technicians (electrician and plumber) for up keeping and maintenance of electrical and water drinking facility. Institute has also appointed housekeeping staff to maintain the gardens. 7.CCTV, Security etc: To maintain internet connectivity and CCTV security system, network

<https://www.sajaipuricollege.ac.in/iqac.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Centre Sector Scheme of Scholarship for college and university students	5	10000
b) International	Nil	Nil	Nil

[View File](#)

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Concentrix, Amazon, TCS	270	119	Nil	Nil	Nil
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Annual award giving ceremony	Institutional	200
Annual memorial lecture	Institutional	170
Students social	Institutional	950
Annual program for college recreation club	Institutional	100
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

No Data Entered/Not Applicable !!!

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college follows the Professional Management approach in managing the institution. The Professional Management aims at implementing the concept of innovativeness in managing the academic and administrative matters. The Institutions always believe in the practices of decentralization and participative management. Practice of Decentralization has its own significance in management. It reflects the policy decision making, planning and administration, and office management. Management and Administration is responsible for quality initiative to promote education to all sections. The Institutions enhance the quality at various levels - Governing Body, Principal, IQAC Committee, NAAC Committee, Various Committees, Administrative and Non teaching Staff, NCC, NSS, all the stakeholders involved in the decentralization and participative management all are working together for efficient functioning of the Institutions.

1. Management: The Institution promotes a culture of decentralization and participative management involving all types of stakeholders in the process of decision making. The management always believes in decentralization and participative management. The management endeavors best substantial independence to the Institutions in all areas of decision making process.

2. Administration: Administration is the backbone of the Institution. Institution firmly believes in providing quality education to the society. The College administration plays an integral role, leading and supporting the development and implementation of policies, programs, and initiatives that are associated with the vision and mission of the college. The administration ensures the smooth functioning in all areas like Admissions, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance.

3. Faculty Members: Faculties maintain a healthy relationship with students, faculties, and community. The faculties execute the policies and programs accurately and constructively. The College faculties represent the ethics and attend the professional ethics in the education.

4. Departments: The Primary role of the department is to provide academic excellence in all activities. The Departments and Head of the Department perform their role and responsibilities initiated with the vision and mission of the college.

5. Non Teaching Staff: In the administration non teaching staff plays a crucial role in managing the day-

to-day work. The assignment to non-teaching staff is to meet and accomplish operational and strategic objectives.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Research and Development	1. Minor and minor projects from UGC, DST, DBT 2. Publications of research papers in national and international journals 3. Publication of books/ chapters in local/ state/national publication 4. Publication of journals: multidisciplinary, JREADER (ISSN) Penscape (ISSN) Words (Dept of English), Sphulinga Mayukh/ Tripatra (Dept of Bengali), Drishti (Dept of Philosophy), Prerana Ensemble (Dept of Political Sc), J-Commerce (Dept of Commerce), Society, language, culture (ISSN) (Dept of Journalism)
Library, ICT and Physical Infrastructure / Instrumentation	Infrastructure renovation of library (installation of AC), LMS software, Purchase of new books, Subscription of Journals , Computer laboratory, Purchase of laboratory instruments
Human Resource Management	Huge number of students are stratified in three shifts of Morning, Day and Evening. Some of the subjects run expanding three shifts. Teachers are staggered in three shift and also exchange of faculty among three shifts are executed according to the requirements. Three shifts have separate office. Non-teaching staff are also distributed among three shift and overlapped as per requirement.
Industry Interaction / Collaboration	Admission of students: Online admission that includes Online application, Screening, Merit list publication, Admission fee submission and Verification of students. Vendors are employed to manage admission of three shift on separate policy/ unified policy
Curriculum Development	Being the affiliated , the college follows the curriculum designed by the University of Calcutta. The college has no scope of development of own curriculum.
Teaching and Learning	1. Building of smart classrooms 2. Use of ICT tools, such as LCD

projectors, laptops, desktops, smart screens . 3. Delivery of study material, question banks, reference books and texts 4. Departmental seminars, group discussion, field study and project works 5. Delivery of E-module

Examination and Evaluation

1. Mid-term Examination 2. Annual Examination 3. Class tests

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

E-governance area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
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No Data Entered/Not Applicable !!!

6.4 – Financial Management and Resource Mobilization

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

The institution conducts external financial audit at the end of each financial year by registered CA auditor firm, Kalyani G Co. The audited documents include financial statements, which comprise the balance sheet of the year, the statement of income and expenditure, receipts and payment account. The auditor gives an inspection report on the financial audit. The college keeps proper books of accounts to be examined by the auditor. The auditor obtains all the informations and explanations satisfactorily which is required for the purpose of audit.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

23832502

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Nill	Nill
Administrative	No	Nill	Nill	Nill

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

No Data Entered/Not Applicable !!!

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

1. Online students registration Process implemented. 2. Online fees payment process implemented. 3. Online admission process started.

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

1.Construction processing of Lift 2. Online Library system 3. Online Admission System 4. Online fees payment system 5. Installation of DataBase Management System

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
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No Data Entered/Not Applicable !!!

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
nil	Nill	Nill	Nill	Nill

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

Percentage of power requirement of the University met by the renewable energy sources

we have solar panel and the electricity generated from it, is used in college:10

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The College's policy of maintaining an eco-friendly and clean and green campus is seen a. in its maintenance of the gardens, the medicinal plant garden. b. regular cleaning of rooms, corridors, toilets c. Use of solar panels d. minimal use of paper in Admission system: Online Admission system e. minimal use of paper in Students' fees payment system: Online Fees payment system f. installation of LED lights g. Use of solar panels h. making the campuses plastic-free zones i. eco-friendly ways of disposal of waste

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Title of the Practice: Programme for Guidance students to crack Joint Admission test for Masters (JAM)

1. Objectives of the Practice: Joint Admission test for Masters (JAM) is a common admission test conducted every year for admission into Master of Science (M.Sc.) and other post-graduate science programs at Indian Institutes of Technology (IITs), Indian Institute of Science (IISc) and National Institutes of Technology (NITs), organized by alternating institutes every year. Clearing a Competitive exam will help a person to enter into his Dream College or institution or to pursue his dream job. This section will help students to get some vital information about those exams.

2. The aim of the study was to:

- create studious and healthy atmosphere regarding competitive examination.
- motivate the students for prospective career in Joint Admission test for Masters (JAM).
- develop competency and positive approach towards examination among the students. To guide student intensively for entrance examination.

3. The context: Examinations are conducted to evaluate a person of his knowledge or ability. There are different types of examinations like qualifying or competitive exams. Qualifying exams are conducted to evaluate certain kind of knowledge or skills they are decided as per the course. After completing a particular course or during the course these exams are conducted. Here the number of students is limited. Competitive exams are conducted either to qualify a candidate for a particular course or to give entry into the institution. Competitive exams are also conducted for selecting a person for a job.

Importance: Passing entrance examinations is very important for getting a chance to higher studies. This practice can groom students for these entrance exams.

4. The Practice: About JAM JAM has been conducted since 2004. The 2021 edition has been organized by Indian Institute of Science.

Question Pattern The exam is computer based for each respective subject namely mathematics, physics, chemistry, mathematical statistics, geology, biotechnology and economics. Biological science was removed in 2020 and economics introduced in 2021. The exam is three hours and is conducted only in English. It includes 60 questions, as follows: 30 multiple choice questions (MCQ), 10 multiple select questions (MSQ) and 20 numerical answer type (NAT) questions. Total marks are 100, 50 for MCQ, 20 for MSQ and 30 for NAT. Negative marks are given for mistakes in the MCQ part.

Training In the year 2018-19, we have organized a regular weekly training for physics honors students for the preparation of JAM examination. Several model question paper was solved in the offline classes.

5. Evidence of Success: After the completion of the course the students appeared for the JAM exam and success rate was 10 .

6. Problems Encountered and Resources Required: The problems encountered are related to financial assistance to certain extent. The College provided financial support for these activities. Some of the faculty members voluntarily extended their support in partial portion. There is a need of special computer system with high speed internet/ Wi-Fi connectivity. Advanced competitive examination books, software and r-resources should be purchased every year. Time management is required for the Academic calendar Timetable.

Best Practice 2 Title of the Practice: Resource sharing (Desktop, Computers)

1. Objectives of the Practice: The objective is minimal use of Desktops and Computers

2. The aim of the study was to: share resource of Computers, Desktops.

3. The context: Desktop computers purchased through a RUSA grant are being shared by the English, Computer Science and Electronics departments for running a Language Laboratory, and Computer Science and Electronics practicals and practical examinations as well.

Importance: ? This will create social bondings among the faculty members and inter departmental students also. ? This sharing will help to build mental health.

4. The Practice: The practices are being shared by the English, Computer Science and Electronics departments for running a Language Laboratory, and Computer Science and Electronics practicals and practical examinations as

well. 5. Evidence of Success: 100 success rate. 6. Problems Encountered and Resources Required: ? Overlapping classes ? Lesser resource than requirement 4. The Practice: About JAM JAM has been conducted since 2004. The 2021 edition has been organized by Indian Institute of Science. Question Pattern The exam is computer based for each respective subject namely mathematics, physics, chemistry, mathematical statistics, geology, biotechnology and economics. Biological science was removed in 2020 and economics introduced in 2021. The exam is three hours and is conducted only in English. It includes 60 questions, as follows: 30 multiple choice questions (MCQ), 10 multiple select questions (MSQ) and 20 numerical answer type (NAT) questions. Total marks are 100, 50 for MCQ, 20 for MSQ and 30 for NAT. Negative marks are given for mistakes in the MCQ part. Training In the year 2018-19, we have organized a regular weekly training for physics honors students for the preparation of JAM examination. Several model question paper was solved in the offline classes. 5. Evidence of Success: After the completion of the course the students appeared for the JAM exam and success rate was 10 . 6. Problems Encountered and Resources Required: The problems encountered are related to financial assistance to certain extent. The College provided financial support for these activities. Some of the faculty members voluntarily extended their support in partial portion. There is a need of special computer system with high speed internet/ Wi-Fi connectivity. Advanced competitive examination books, software and r-resources should be purchased every year. Time management is required for the Academic calendar Timetable.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.sajaipuricollege.ac.in/igac.php>

7.3 – Institutional Distinctiveness

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

The College came into existence in 1945. Our motto, "Vidya Amritam Bhava" (Knowledge fuels the progress of humanity beyond life. Thus AMRITA might be tested through VIDYA) motivates us to always work with dedication to enlighten ourselves and to the society's betterment. The watchwords of the trust are Mass education, co-education and dedication towards overall development of the students. The college provides 1. Effective conjunction of teaching and research 2. Providing quality education with a minimal fee structure 3. Promoting academic, physical, moral and cultural development of students 4. Preparing students for the competitive world 5. Academic and professional development of teachers and staff 1. The college provides a perfect platform to students to develop their innovative skills by promoting a research based teaching and learning process. Teachers always encourage students to understand topics through research minded approach, which ensures better understanding and provides strong foundation for their future academics. This has increased participation of students in seminars and publishing papers in journals and book chapters. Students have also won prizes in quiz competitions, debates and other events organized by external agencies. 2. The college has a nominal fee structure. Faculty members are appointed through West Bengal College Service Commission (WBCSC), which ensures high quality of teachers, thus providing quality education under nominal fee structure. Several students get scholarships from State Government, which further ensures better education of the economically challenged students. 3. Apart from academic excellence, the college also pays sincere attention to the physical, moral and cultural development of students. Students have shown outstanding performance in sports and tournaments. College also actively encourages the organization of moral and cultural events such as observance of Independence Day, Republic Day, Saraswati

Puja etc. 4. College is quite sincere to prepare students for the competitive world. Students of Department of Chemistry, Mathematics and Physics have cleared JAM examinations and placed in IITs and other reputed institutes in the country as well as foreign countries also. Most of the departments have high student progression rate in higher studies. 5. Inclusive education to all sections of the society without compromising quality is our priority area and the domain of our institutional distinctiveness. ? Best quality teaching to all sections of the society irrespective of religion, caste, creed and gender is our priority area: Girls in morning section, co-education in day section and boys in evening section. ? Being a Government Institution, the college has a nominal fee structure with provisions of Government Scholarships. Scholarships available for students:

<https://www.sajaipuricollege.ac.in/scholarship.php>. This allows students from the socially/economically challenged backgrounds to get education in our college and therefore makes our college distinct in the district. As per the Government policy, reservation of admission seats for SC, ST, OBC-A, OBC-B and physically challenged (PC) students is followed. ? We have empowered several women students in higher education. Girl students receive Kanyashree scholarship from the Government of West Bengal.

Provide the weblink of the institution

<https://www.sajaipuricollege.ac.in/>

8.Future Plans of Actions for Next Academic Year

1. Construction of lift 2. Renovate gymnasium for students 3. Renovate students and staff canteen 4. Purchase more ICT resources