Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**VIDYASAGAR EVENING COLLEGE**
Name of the head of the Institution	**Dr. Ramswarup Gangopadhyay**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03322419508**
Mobile no.	**9433724454**
Registered Email	**vidyasagarevening@yahoo.in**
Alternate Email	**vidyasagar.metropolitancollege@yahoo.in**
Address	**39, Sankar Ghosh Lane & 8A, Shibnarayan Das Lane**
City/Town	**Kolkata**
State/UT	**West Bengal**
Pincode	**700006**

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	**Prof. Arunabha Misra**
Phone no/Alternate Phone no.	**03322419508**
Mobile no.	**9433153678**
Registered Email	**misra.arunabha@gmail.com**
Alternate Email	**iqacvec@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.vec.ac.in/NAAC/20181227_AQAR_2017-2018.pdf

4. Whether Academic Calendar prepared during the year

No

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B**	**2.25**	**2016**	**16-Sep-2016**	**15-Sep-2021**

6. Date of Establishment of IQAC

19-Apr-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
One billion raising campaign to raise awareness and end violence against women	**14-Feb-2019** **1**	**100**
ICSSR sponsored two days	**29-Jan-2019**	**120**

National Seminar on	2	
Aranya Divas	17-Jul-2018 1	100

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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
Dr. Pushan Banerjee, Department of Physics	Project fellowship and HRA	UGC-DAE CSR	2018 1429	220800
Dr. Sarajit Sardar, Department of Commerce	FDP Contingency	ICSSR	2018 730	30000
Dr. Swati Maitra, Department of History	FDP Contingency	UGC	2018 730	15000
Dr. Debasish Joddar, Department of Economics	MRP	UGC	2018 730	36000
Dr. Suparna Pal, Department of Economics	FDP Contingency	UGC	2019 730	13090
Dr. Kartick Malik, Department of Physics	SERB	DST	2019 1095	3265000
Ms. Damayanti Bakra, Department of Zoology	MRP	DST, Govt. of West Bengal	2019 730	300000
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	No
Upload latest notification of formation of IQAC	No Files Uploaded !!!
10. Number of IQAC meetings held during the year :	3
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)

• **Analysis of feedback obtained from stakeholders and providing suggestions for improvement to the college administration. • Managing to provide wide access to internet facility for students and faculty members to inculcate online learning management resources. • Arrangement of training for support staff involved in maintenance of accounts to handle ePradan and HRMS systems of Government of West Bengal. • Motivating the faculty members and the students to organise various seminars workshops at Institutional / State / National / International levels.**

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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
Conducting Workshops/Seminars on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices.	Such workshops / seminars could not be arranged.
Enhancement of students mentoring system.	Students' mentoring has been enhanced.
Development of feedback mechanism for the alumni.	This is under process.
Implementation of students' online feedback system following SSS format.	This has been implemented.
Informing students about the competencies, course outcome and programme outcome, by displaying them on the departmental and college website, and evaluating their achievement of the same.	Course and programme outcome is now available on the departmental websites. Evaluation of their achievement of the same is judged through examinations.
Enhancement of soft skills and English speaking power of the students by organising training programmes.	This could not be arranged due to higher class-load of faculty members in newly augmented CBCS system, and lack of space before construction of new classrooms.
Measures for proper recording of marks and attendance of students, using software-centric method.	Faculty members have been trained to use their portal for storing marks and attendance of students.
Expansion of IT infrastructure by procuring more computers for the computer laboratory.	Yet to be done due to lack of fund.
Expansion of campus area by purchasing	Necessary papers for acquisition have

another land for the college.	been submitted to proper authorities for procurement of land.
Extension of physical infrastructure by construction of classrooms and laboratories in the 3rd floor to offer better teachinglearning facility	Work is under progress for construction of classrooms and laboratories in the 3rd floor.

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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
IQAC	16-Dec-2019

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	25-Feb-2019

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	1. Online students admission process (through college website, Managed by Suryashakti Infotech Pvt. Ltd.). 2. Online faculty members portal (in www.vmcstudents.net, managed by Aidni Infotech Pvt. Ltd.) 3. Online students portal. (in www.vmcstudents.net, managed by Aidni Infotech Pvt. Ltd.) 4. SMS gateway for students and internal stakeholders. 5. Display of notifications through college webpage. (www.vec.ac.in) 6. Partially computerized office and accounts.

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

Vidyasagar Evening College currently employs the following mechanisms for effective delivery of curriculum. (i) Departmental meetings are held in the

beginning of every academic session in which lesson plans are drawn up after due deliberations. Effective strategies are also designed to improve the attendance as well as the performance of the students. Such meeting are held at every quarter to review the situation take corrective actions. (ii) The College administration provides a weekly Routine/Schedule/time table for each semester. The routine is designed after proper discussion with the respective departments. (iii) The faculty members prepare their lectures according to the lesson plan. (iv) The Classes are held according to the schedule under the supervision of college administration. (v) The central library of the college has over 25,000 books. The departmental and seminar library are also rich in collection and benefits the students. A good number of Journals (Science, arts and commerce) are subscribed by the college. Inflibnet(e-books and e-journals) facility is available for teachers and students. (vi) The classroom teaching methods are varied and aims at effective delivery of the curriculum such as: (a) Chalk and talk method (b) ICT-enabled teaching-learning method. (c) Use of different softwares. (d) Use of Scientific models and charts for effective lecture delivery. (e) Distribution of class notes by teachers. (f) Group discussion among the students during the class. (g) Micro-teaching and seminars by students related to curriculum. (h) Paper presentation by the students. (i) Proper and adequate instruments are made available to the students for their practical classes. (j) Need based survey programmes, field works and educational excursions are organised by the departments. (k) Project works are conducted for fulfilment of their degrees. (l) Seminars and special talks by experts are also arranged regularly. The departments conduct regular class test, mid-term examinations, mid semester examinations to prepare the students for the end semester examination. The regular assessment in practical classes, viva-voce, are also carried out to keep track on the improvement of the students. Remedial and tutorial classes are held based on requirement. Departments maintain the detailed record of the classes, assessments, project reports etc. The Academic Council of the College also keeps a vigilant eye on the results, departmental proceedings and needs of the students. Records of the different activities of the college regarding teaching-learning, development and improvements of different methods of effective curriculum delivery are kept.

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
N.A.	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	N.A.	Nill
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	BA (Bengali)	01/07/2018
BA	BA (English)	01/07/2018
BA	BA (Political Science)	01/07/2018

BA	BSc (Geography)	01/07/2018
BSc	BSc (Mathematics)	01/07/2018
BSc	BSc (Physics)	01/07/2018
BSc	BSc (Physiology)	01/07/2018
BA	BA (General)	01/07/2018
BSc	BSc (General)	01/07/2018

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
Nil	Nill	Nill
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	N.A.	Nill
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Nill
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
Feedback is obtained from students, teachers and the parents. Students Satisfaction Survey is filled by the Students on the last day in college before end semester examination. Similarly the responses of the teachers are obtained through a Google form. The parents are provided both soft and hard copies of feedback form and feedback obtained. The responses are summarised and a report is prepared to be discussed in the subsequent IQAC meeting. A threadbare discussion takes place among the members on the strength and weaknesses pointed out in the feedback forms. Suggestions and comments given by the students, teachers and guardians are also taken into account for future development. Finally a summary is prepared and sent to the Governing Body for consideration.

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
BCom	General	90	405	64
BSc	General	100	95	81
BA	General	200	369	141
BCom	Honours	90	395	57
BSc	Honours	240	365	153
BA	Honours	240	211	95

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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	1236	Nill	36	Nill	Nill

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	Numberof smart classrooms	E-resources and techniques used
36	23	20	5	2	3

<div align="center">View File of ICT Tools and resources</div>

<div align="center">View File of E-resources and techniques used</div>

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

• Yes, students mentoring system is available in the institution. • NO. OF STUDENTS: ALL STUDENTS ENROLLED AS HONOURS AND GENERAL CANDIDATES. • MENTORS: FULL TIME TEACHERS OF THE DEPARTMENTS. • The Mentorship Programme of each of the department has been designed with a view to fostering a positive teaching-learning environment and to cater to student diversity. The students come from various social/cultural/religious/economic backgrounds but their goal for academic excellence unites them all. The mentors try to understand the student competencies and provide the best kind of collaborative teaching through traditional as well as through ICT enabled techniques. The mentoring sessions are held once a week and part of the session is dedicated to academic exchange. The sessions are planned in a manner so as to enable a model for participatory learning. The teachers of the department by virtue of their proximity to the departmental students could easily determine which student required what amount of attention and would be easily able to calibrate the time devoted to personal, one-to-one exchange. The mentors also aid the students in defining their career goals and aspirations by providing them information about study programmes and courses which are available for the students at the post- graduate level. • The Mentorship Programme further seeks to address any other problems the students might be facing which are impeding his/her emotional growth as an individual. The mentors may be approached personally and strict privacy is assured in such matters. Overall, the mentors understand and endorse the role of HEIs as crucial in inculcating core moral values which in turn affect nation-building. Thus the mentor-mentee relation is one inspires trust and confidence in the students and finally leads to a holistic enrichment. The mentorship programmes of each department emphasize the need to address the issue of mental health amongst the mentees since stress and anxiety related problems are very common them. The mentors provide a good support system whereby the students get a sympathetic hearing and also

advice from the mentors. The College has plans to host workshops and counselling sessions on mental health and stress management to help students overcome their anxiety issues. • Since the programme is aimed at problem solving, mentors provide impartial guidance and advice. If followed, the mentee obviously learns certain skills and it also enhances peer-recognition. • Finally, the programme is a two-way process and a good mentor-mentee dynamic aids a better interpersonal relationship and improves a positive teaching-learning atmosphere which in turn aids performance and improves the Learning outcomes of the various courses and improves 'teacher quality' as he/she learns about the specific needs of the mentees and adjusts his/her methodology of teaching accordingly. • As of now the mentors are meeting with the mentee group assigned to them on a weekly basis.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1236	36	1:34

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
40	36	4	1	22

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Nill	Nill	Nill
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nill	View file	Nill	Nill	Nill
View File				

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

As an affiliated institution of Calcutta University, evaluation norms of the university are followed. Calcutta University adopted Choice based Credit grading system (CBCS) for B.Com from the academic year 2017-18 and for B.A. / B.Sc. in 2018-19. College follows criterion as directed by the University for assessing the academic performance of the students on a continuous basis. As per CU regulations, internal assessment has been allotted 20 marks for practical based subjects and 35 marks for non practical subjects. Internal assessment is comprised of two components for all the subjects (i) Internal exams which are conducted once in a semester and carry 10 marks (ii) Attendance which has been allotted 10 marks. An additional component tutorial is assigned for non practical subjects which carries another 15 marks. Following this frame work, college conducts internal exams which comprise of Objective/Multiple choice/Descriptive type question paper. Tutorial comprise of student presentations, written assignments, group discussion, viva-voce and classroom

interaction. Students are evaluated for above activities. College maintains complete transparency in the internal assessment. At the beginning of the semester, faculty members inform the students about the assessment process. The internal assessment test/ tutorial schedules are prepared as per the university and communicated to the students well in advance. Other than university prescribed methods each department conducts activities like quiz, worksheets, class test throughout the semester to prepare students for semester end internal examinations and university examinations. For annual system students, college conducts midterm examinations and test examinations carrying 50 marks each. Performance of students in test exams along with attendance was considered as a criterion for allowing students to appear in final university examinations.

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

Academic calendar for B. A. / B. Sc. / B. Com (Hons/General) (under CBCS) with semester-wise examination: • Classes for 1st semester commence from 1st week of July. Filling up of form for university examination starts at month of November, Internal Assessment by the college held on 3rd week of November and final university examination starts tentatively on 4th week of November for practical and 2nd week of December for theoretical papers. • Classes for 2nd semester commence within seven days after completion of 1st Semester Examination. Filling up of form for university examination starts at month of May, Internal Assessment by the college held on 3rd week of May and final university examination starts tentatively on 4th week of May for practical and 2nd week of June for theoretical papers. • Classes for 3rd semester (B. Com. honours and General only) commence within seven days after completion of 2nd Semester Examination. Filling up of form for university examination starts at month of November, Internal Assessment by the college held on 3rd week of November and final university examination starts tentatively on 4th week of November for practical and 2nd week of December for theoretical papers. • Classes for 4th semester (B. Com honours and General only) commence within seven days after completion of 3rd Semester Examination. Filling up of form for university examination starts at month of May, Internal Assessment by the college held on 3rd week of May and final university examination starts tentatively on 4th week of May for practical and 2nd week of June for theoretical papers. Academic calendar for B. A. / B. Sc. / B. Com. (Hons / General) under annual system of examination: • Classes for 2nd Year B. A. / B. Sc. commence within seven days after completion of Part-I Examination. Mid Term test held at October. College test held on 1st week of February, result of test publishes on 3rd week of February. Filling up of form for university examination starts at 1st week of March, and final university examination starts tentatively from 3rd week of May, for B. A. and B. Sc. honours and from 4th week of May for B. A, B. Sc. General for theoretical papers. Practical Examination for B. A., B. Sc. Honours Practical commence from 4th week of April and B. A., B. Sc. General from 4th week of June. • Classes for 3rd Year commence within seven days after completion of Part-II Examination. Mid Term test held at October. College test held on 1st week of January, result of test publishes on 3rd week of January. Filling up of form for university examination starts at 1st week of February, and final university examination starts tentatively on 1st week of April for B.A, B. Sc. and B.Com. honours. 2nd week of April for B.A, B. Sc. and B.Com General for theoretical papers. Practical Examination for B. A, B. Sc. and B.Com Honours commence from 1st week of March and General starts from 4th week of March.

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)

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
View file	Nill	Nill	Nill	Nill	Nill
View File					

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://drive.google.com/file/d/1Me-RZj7FimoacOA3-GAJD2ufFUdv3HRd/view?usp=sharing

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
Any Other (Specify)	Nill	VIew file	Nill	Nill
View File				

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
None		

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
None	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	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
None	Nill	Nill	Nill	Nill	Nill
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
N.A.	Nill

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	Commerce	2	2.8
National	Mathematics	1	0.9
International	Botany	2	1.4
International	Chemistry	2	3.4
International	Commerce	4	4.8
International	Economics	3	3.8
International	Physics	4	3.3

[View File](#)

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
Commerce	1
Mathematics	Nill
Political Science	1
Physiology	Nill
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
None	Nill	Nill	Nill	Nill	Nill	Nill

No file uploaded.

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
None	Nill	Nill	Nill	Nill	Nill	Nill

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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	4	4	2	2

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
View file	Nill	Nill	Nill
View File			

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
Nil	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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
View file	Nill	Nill	Nill	Nill
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	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
Nil	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
Nil	Nill	Nill	Nill
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
32	14.28

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	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 patially)	Version	Year of automation
SOUL	Partially	2.0.0.11	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	28572	2777235	158	50496	28730	2827731
Journals	14	13000	2	1470	16	14470

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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
N.A.	Nill	Nill	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existin	52	1	0	2	0	9	26	50	3

g								
Added	5	0	0	1	0	2	0	0	2
Total	57	1	0	3	0	11	26	50	5

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

<div align="center">

50 MBPS/ GBPS

</div>

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
None	Nill

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 incurredon maintenance of physical facilites
2.6	2.47	2.5	3.43

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)

• Maintenance of the College Auditorium: The auditorium, equipped with smartboard facilities, also holds powerpoint-based lectures. A subcommittee constituting teaching and non-teaching staff of the College is entrusted with the upkeep and maintenance of the auditorium. The subcommittee manages the cleaning and dusting of the auditorium and regularly oversee the work of the cleaners by visiting the auditorium. A number of support staff looks after the maintanance and overseeing the acoustics, electrical connections and air-conditioning of the auditorium. The wi-fi connection of the auditorium is also checked regularly to ensure its connectivity and signal strength. For any kind of repair work, the Finance Committee of the College allocates a budget for it. The rent received from different organizations for their programmes in the auditorium is also used in the maintenance of the room. • Laboratories: The College has quite a few lab-based subjects and each of these subjects have practicals as part of their compulsory course work. Each of the science departments are allocated funds (based on their student strength) at the beginning of the year to make their purchases. For other purchase, the departmental head proceeds with the matter and the College later reimburses it. The laboratories have special support staff appointed by the College and the maintenance of the Laboratory is one of their primary duties. The College also has a Computer Laboratory and is used by many departments. The Laboratory has a number of personal computer terminals with required software, as well as printing and photocopying facilities. The personnel in charge of the Computer Laboratory checks and supervises the software and hardware of each of the machines in the laboratory. The memory capacity and configuration of the machines are also upgraded from time to time. Any expenditure on this regard is first estimated and then forwarded to the Principal who disburses the money required. • Classrooms: There are twelve classrooms in the first floor of the new building, including a smart-board enabled one. The later room is allotted to every department at least once a week to facilitate ICT enabled teaching. The Campus Development Subcommittee ensures the maintenance of the classrooms- the chairs, benches, tables and boards of all the classrooms as well as the lights and fans. Sweepers and cleaners are assigned to clean the classrooms

everyday with care. • Library: The library at Vidyasagar Metropolitan College is situated in the ground floor of the new building. Library staff perform the dusting and cleaning in the library. The library Committee meets regularly to discuss the various matters pertaining to the library. Heads of the departments and teachers are solicited to use College funds to order books to update the collection. Students are encouraged to use the library as an e-learning resource as well through the computer terminals there to access the net and enrich their research. The library also stocks e-journals and journals for students of all disciplines.

https://sites.google.com/view/iqacvec/home/aqar-18-19-important-links/4-4-maintenance-of-infrastructure

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	View file	Nill	Nill
Financial Support from Other Sources			
a) National	View file	Nill	Nill
b)International	View file	Nill	Nill
[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 implemetation	Number of students enrolled	Agencies involved
Mushroom Cultivation Technique Course	20/05/2018	22	Friends Agro Products (Proprieter Mr. Chiranjit Samanta)
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 passedin the comp. exam	Number of studentsp placed
Nill	None	Nill	Nill	Nill	Nill
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
2	2	14

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Tata Consultancy	69	21	Nill	Nill	Nill
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
Nill	Nill	View file	Nill	Nill	Nill
View File					

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

Items	Number of students selected/ qualifying
NET	7
View File	

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

Activity	Level	Number of Participants
View file	View file	Nill
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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	None	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

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

Students' Union of Vidyasagar Evening College is an active group which is part and parcel of the smooth functioning of college. All students of the college are members of the Students' Union. Students' Union is an important stakeholder and has a major representation in the academic and administrative bodies of the institution. President of Students' Union is member of Governing Body and Academic Council of the College. Similarly Sports Secretary is the member of the sports subcommittee of the college. During the year 2018-19 Students' Union organized several events. At the very beginning of session Students' Union with its volunteers ensured that the admission procedure of the college runs smoothly where they helped the incoming freshers during the process of admission. Like every year during the orientation program of the college, students' union briefed the students about their functioning and also inform

new students about rules and regulations governing their life in college. The student union under the able guidance of a Sports committee organized the Annual Sports Day with great fanfare with the staff and the students participating in the various events in large numbers. Most notable being the cricket match between staff and students of the college. Students Union of College also organized various cultural activities throughout the year. The college celebrated Independence Day with great fervor which included active participation by the student union volunteers. This was followed by several other events like Freshers party, Bijoya Utsav, Saraswati Puja and Basabta Utsav. Other than this the Union arranges for social services and relief work. Organization of a blood donation camp is an annual event of Union. It also renders financial and other help to the poor and deserving students of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has a Alumni Association for keeping up a warm and creative relationship with its former students. The association organizes various philanthropic activities like blood donation camp. It also serves as an effective mechanism in having feedback on the progression of the former and outgoing students into different walks of life.The activities of the Alumni are regularly posted on Facebook page of Vidyasagar Evening College Alumni Association.

5.4.2 – No. of enrolled Alumni:

112

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

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)

(i) Formation of different sub-committees-The sub-committees formed for the purpose of decentralisation and participative management include Academic sub-committee, Students Grienvance Redressal and welfare sub-committee, Disciplinary Sub-committee, Sports Sub-committee etc. The sub-committees consists of representatives from teachers, non-teaching staff and students. Meetings are held on regular basis and the decisions taken are collective and based on consesus. (ii) Inclusion of teacher/non-teaching staff/students' representatives in the Governing body- Governing body is the highest decision making body as far as administrative and academic matters are concerned. The body include representatives from the State Government, Local Administration, Univerity of Calcutta along with members selected/elected from Teachers' Council, Non-teaching Council and Students' Union. At least four meetings are held per year and decisions are broad based and collective.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	• The College is a constituent college of University of Calcutta and admission of students is done according to the policies and guidelines set by the University. However the college follows a transparent and rational process of admission in order win the trust of the students and the administration. • The Admission Committee constituting of faculty members, non-teaching staff and student representatiove decides the cut offs after due deliberation. The notices regarding the admission, merit list and fees are displayed in a dedicated website maintained for the purpose of admission. • The policy of Reservation of OBC/SC/ST and PWD are strictly adhered to. • Grievance of the students if any are taken care of by the admission committee without any delay. • An Anti-Ragging Committee has been constituted and their names and contact details are displayed prominently in the website. The college has a zero-tolerance policy towards Ragging and harassment.
Industry Interaction / Collaboration	• Tata Consultancy Services conducts employability programme and absorbs a sizeable number of students at the end of 100 hours training programme.
Human Resource Management	• Faculty members regularly participate in the seminars/workshops/faculty development programme in order to upgrade their skills (academic as well as administrative). A list has been provided under 6.3.3. • Non teaching staff are routine guided by the faculty members to improve their communication and technical skill.
Library, ICT and Physical Infrastructure / Instrumentation	The subcommittees viz. Library Committee, ICT Committee and Infrastructure development Committee have been formed and are functioning under the aegis of the Governing Body. The sub-committees routinely meet and make recommendations regarding the infrastructure/instrument upgradation. These recommendations form the basis of modernisation of Physical Infrastructure of Library and ICT.

Research and Development	• The faculty members regularly publishes research articles in peer reviewed journals with high impact factor. • The faculty members also present papers in International/National/State Level Seminars, workshops and act as resource persons. • A separate section in the library is reserved for exhibition of the publication of research work of the faculty members of the college to inspire further research. • The teachers of the college explores various funding agencies for sponsoring major / minor projects. (DBT, DST, ICSSR, UGC etc.) • The departments with the help of the faculty members and the students organise seminars workshops at Institutional / State / National / levels.
Examination and Evaluation	• College has complemented traditional written examination with project work assignments, group discussion, literature review, power point presentation, quizzes, open book examinations and seminal lectures.
Teaching and Learning	• The college authority with the help of teachers and non-teaching staff facilitate wide access to internet facility in order to inculcate the culture of online learning among the students. • The college subscribes to Inflibnet on a regular basis so that the students and teachers can avail the facilities of thousands of e-book, e-journal for carrying out project works. • The students are encouraged to learn through Field Work and educational excursions. The Departments of Geography, Physiology, History, Zoology and Bengali regularly organise such programmes. • The students can enhance their learning skills through participation in different competitions and seminars.
Curriculum Development	• Though Curriculam Development is beyond the scope of the college. The teachers attend seminars and worshops conducted by the Under Graduate Board of Studies and contribute to the process of restructuring and rationalisation of syllabus. • The faculty members provides feedback as and when asked for by the Under Graduate Board of Studies regarding the syllabus.

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

E-governace area	Details
Student Admission and Support	• The college has been carrying on the admission process electronically. A dedicated webpage has been designed and maintained by a private organisation to carry out the online admission process. The digital online payment gateway has also been put in place for the benefit of the students. Dedicated helpline for the helping the students facing trouble during the admission process is another feature of the admission process. • The college has been maintaining students database through tailor made software. The software has the facilities like printing attendance register, recording university results, maintaining students' detail database etc. • The college authority has implemented online CBCS semester information system through the learning management system mentioned above.
Examination	• With the introduction of CBCS system the college conducts internal examination as per the guideline of the university. The university conducts the end semester examination.
Planning and Development	• The college uses the SMS gateway for dissemination of information including regular notice to all stakeholders. In addition Whatsapp group for teachers, non-teaching staff and students are used for faster communication. • The office work has been partially digitised. The Tally software is used for maintaining accounts and a customised learning mamanagement system is used for recording the detail of students.
Administration	• • The college has successfully implemented e-pension process through State Govternment portal. And all the retirement related documents were uploaded through e-pension portal. This reduced the hassles of the employee as well as the college authority. • The college has successfully implemented Biometric attendance for all the teaching and non-teaching employees.
Finance and Accounts	• As mentioned earlier the accounts of the college is maintained through Tally software. • The college has also implemented the Human Resource Management System of the Government of

	West Bengal designed to disburse the salary of the teaching and non-teaching staff.

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
2019	Dr Sarajit Sardar Department of Commerce	One day National Seminar on "Contemporary issues in accounting and finance" in Kolkata	NA	500
2018	Dr Sarajit Sardar Department of Commerce	Two day National Seminar on " Contemporary issues and challenges in Indian Accounting standards and Indirect Taxation" in Kolkata	NA	400
2018	Dr Sanjoy Pramanick, Department of Bengali	International Conference on "Partition Politics:impacts on society, economy, culture and Indo-Bangla relations (1947-2018)" in Dhaka, Bangladesh	NA	5000
		View File		

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)
Nill	None	Nill	Nill	Nill	Nill	Nill

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
View file	Nill	Nill	Nill	Nill
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. The College has a Co-operative Society which provides financial help in case of emergency. 2. The College provides logistical support to teaching members who contribute to Group Insurance Schemes.	1. The College has a Co-operative Society which provides financial help in case of emergency. 2. The College provides logistical support to non-teaching members who contribute to Group Insurance Schemes.	The students' scholarships on the basis of merit as well as means are available. The meritorious students are provided cash awards as well as freeships based on their performance in the last examination. The students who are from economically weaker background are also provided freeships based on their attendance and performance in the internal examination of the college. A dedicated sub-committee consisting of teaching, non-teaching staff and students have been put in place to look after the same. A few special awards (Subhash Chandra Joddar Memorial prize and Sukharanjan Banerjee memorial prize) are also provided to the outstanding outgoing students.

6.4 – Financial Management and Resource Mobilization

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

The college authority maintains financial records as per financial guidelines of Government of West Bengal. The latter sends auditor to scrutinise the financial documents and recommends changes which are taken care of promptly. The college has a Finance Committee which is statutory body which consists of

Pricipal, representatives from Government, representatives from teachers and non teaching staff. The Finance Officer known Burser is responsible for internal audit of the financial records.

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
NA	0	NA

No file uploaded.

6.4.3 – Total corpus fund generated

0

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	No	Nill
Administrative	No	Nill	No	Nill

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

• The departments maintain the Parent-Teacher association. Regular meetings of the association are conducted and exchange of ideas and information take place. The association has been helpful in providing valuable suggestion for development of the institution. • The exchange of ideas and information include pointing out the weaknesses of the college related Departments and suggesting suitable rectifications. • The parents communicate views which the students feel shy to communicate directly to the teachers about the college,department and faculty members.

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

• Efforts are being made to train the office staff so that they are able to handle the online admission and registration of students. • Support staff involved in maintenance of accounts is being trained by the college authority to handle e-Pradan of Government of West Bengal. • Support staff involved in maintenance of accounts is being trained by the college authority to handle HRMS systems of Government of West Bengal.

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

• Initiative to expand infrastructure has been undertaken. An additional floor is being constructed to accommodate more classrooms. • The college authority had decided in 2013 to change the name of the college from Vidyasagar Evening College to Vidyasagar Metropolitan College. The idea was to extend the time for academic activity of the college. Accordingly the process to execute the decision was started. Applications were forwarded to Government of West Bengal, University of Calcutta and University Grants Commission. Sanctions have been received during 2018-19 and the name of the college has been changed accordingly. • Qualitative upgradation of the students, teachers and students is dependent on the organising of informative seminars and programmes. Accordingly the decision of the college authority to organise seminars like "Contemporary issues in Commerce and Economics" • Programmes on Gender Equity, Drug Abuse has directly contributed to the uplifment of quality of the institution as a whole. • Solid Waste (non hazardous) Management- A MoU has

been signed with Vital Waste a waste management company to identify, quantify and analyse the composition of the waste stream generated by collective functional areas within the Premises. Accordingly Vital Waste physically visits the college premises and collects various types of solid waste (non hazardous). A Waste Audit Report is been prepared as per the waste collection done.

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
2018	Aranya Divas	17/07/2018	17/07/2018	17/07/2018	100
2019	ICSSR sponsored two days National Seminar on " Contemporary issues in Accounting and Finance"	29/01/2019	29/01/2019	30/01/2019	100
2019	One billion raising campaign to raise awareness and end violence against women	14/02/2019	14/02/2019	14/02/2019	100

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Fighting Incest and Child Sexual Abuse, by Ms. Soma Roy Karmakar, Project	21/02/2019	22/02/2019	60	40

Manager, RAHI Foundation, Kolkata				
One billion raising campaign to raise awareness and end violence against women	14/02/2019	14/02/2019	60	40
International day against drug abuse and illicit trafficking	26/02/2019	26/02/2019	45	50

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
1. MOU signed with Vital Waste to recycle plastic, paper and e -waste produced by the college. 2. Aranya Diwas was celebrated on 17.07.2018 by the departments of Botany and Zoology to inculcate awareness and concern for the environment through the inauguration of a vertical garden within the college premises. It was followed by a series of lectures by academicians of repute that gave new insights into environmental problems thereby inciting young minds towards scientific research. 3. 32 LED lights have been installed 4. Percentage of power requirement of the College met by the renewable energy sources: 3.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Provision for lift	Yes	1
Rest Rooms	Yes	1
Physical facilities	Yes	1
Scribes for examination	Yes	Nill

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
2019	1	1	20/02/2019	1	Aids awareness programme.	Reasons for acquiring the disease and ways of combating the same. Also the	100

2019	1	1	08/03/2019	1	Thalassemia awareness and screening programme.	Creating awareness about the disease and the necessary dos and don'ts if diagnosed as a thalassemia major. The need to fight stigma was reiterated time and again.	100
						need for inclusivity and acceptance of the HIV affected patients by society.	
2019	1	1	18/02/2019	1	Neighbourhood safai programme	swachh bharat abhiyan	100

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)
IQ, EQ, SQ by the Brahmakumaris (Kankurgachi Centre)	18/08/2018	The session explored the need for cultivating emotional and spiritual quotient along with intellectual quotient for the perfect work life balance. The talk explored the need for spiritual and emotional sustenance as the care givers of life.
Shortcuts to success by the Brahmakumaris (Kankurgachi Centre)	15/12/2018	The Brahmakumaris talked about success not as material goals, cut throat competitions or performance pressures but in terms of internal and spiritual progress. Peace

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Aids awareness campaign by Ms. Sumita Samanta and Mr. Jagadish Jana, WBSAP, CS	20/02/2019	20/02/2019	100
Awareness programme on drugs and substance abuse by Ex-officer, Narcotics Bureau	23/02/2019	23/02/2019	120
Meditation session by Prof. Priyabrata DasGupta	25/02/2019	25/02/2019	100
Importance of self healing, by Prof. Priyabrata DasGupta	01/03/2019	01/03/2019	86
No file uploaded.			

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

1. Installation of Aquaphonics 2. Green audit from April, 2018 to March 2019 by Vital Waste 3.Mushroom cultivation and training classes 4.Vertical gardening using discarded plastic bottles 5.Celebration of World environment day on 7.6.19 6. Construction of bird houses 7. Setting up Vermicomposting

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. TCS Training and Employability Programme. 2. Waste management/recycling and Green Audit in collaboration with Vital Waste Kolkata.

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

https://sites.google.com/view/iqacvec/home/aqar-18-19-important-links/7-2-best-practices

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 has been consistent in providing merit cum means scholarship to students from backward classes or economically disadvantaged positions to disseminate knowledge among all. Following the ideals of Pandit Iswar Chandra Vidyasagar, the founding father, the college believes that education is not

just about learning, reading and writing. It should provide comprehensive knowledge. It should lead to all round development, altruism and humanism. Education will help in character building, which in turn will go a long way in nation building. Keeping this goal in mind the college has instituted several academic awards together with the award for the student of the year.

Provide the weblink of the institution
http://www.vec.ac.in/facilities.shtml#sch

8.Future Plans of Actions for Next Academic Year

Based on the action taken report for AY 2018-'19, some steps that could be taken as plan for 2019-'20 are: 1. Extension of physical infrastructure by construction of classrooms and laboratories in the 3rd floor. 2. Expansion of IT infrastructure by procuring more computers. 3. Proper recording of marks and attendance of students, using LMS. 4. Proper documentation of students' mentoring system. 5. Carrying out Academic and Administrative Audit through external agency. 6. Taking initiatives for energy audit, green audit and library audit in the college. 7. Monitoring the PBAS of both teaching and non-teaching members by IQAC. 8. Increasing the share of renewable energy for supplying electricity to the college. 9. Enhanced usage of energy saving lamps to reduce the electricity bill. 10. Regular updation of the college website as well as the individual websites of departments, cells and subcommittees. 11. Taking initiatives for changing the name of the college from Vidyasagar Evening College to Vidyasagar Metropolitan College in the records of UGC and Dept. of Higher Education (Govt. of West Bengal).