YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	ASUTOSH COLLEGE
• Name of the Head of the institution	DR. MANAS KABI
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03324554504
• Mobile no	9330112928
• Registered e-mail	mail@asutoshcollege.in
• Alternate e-mail	sriparnadatta.ray@asutoshcollege.in
• Address	92, SHYAMAPRASAD MUKHERJEE ROAD
• City/Town	KOLKATA
• State/UT	WEST BENGAL
• Pin Code	700026
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**UNIVERSITY OF CALCUTTA**
• Name of the IQAC Coordinator	**Dr. SRIPARNA DATTA RAY**
• Phone No.	**03324554504**
• Alternate phone No.	**03324542371**
• Mobile	**7003147574**
• IQAC e-mail address	**iqac@asutoshcollege.in**
• Alternate Email address	**sriparnadatta.ray@asutoshcollege.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://asutoshcollege.in/new-web/pdf/aqar/AQAR-REPORT-2021-2022.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://asutoshcollege.in/new-web/academic-calendar.html

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C++**	**66.75**	**2002**	**01/10/2002**	**30/09/2007**
Cycle 2	**A**	**3.22**	**2017**	**23/01/2017**	**22/01/2022**

6.Date of Establishment of IQAC	**01/10/2009**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
ASUTOSH COLLEGE	RESEARCH PROJECT OF ABHIK KUNDU	ISRO	2019	483520
ASUTOSH COLLEGE	RESEARCH PROJECT OF ABHIK KUNDU	ISRO	2019	697761
ASUTOSH COLLEGE	RESEARCH PROJECT OF ARPITA MANDAL	DST, SERB	2020	400000
ASUTOSH COLLEGE	RESEARCH PROJECT OF RAM KRISHNA DAS	WEST BENGAL BIODIVERSITY BOARD	2021	35000
ASUTOSH COLLEGE	RESEARCH PROJECT OF ARIJIT CHATTERJEE	PARDICOLOR	2022	41555
ASUTOSH COLLEGE	RESEARCH PROJECT OF SAYANI MUKHOPADHYAY	WB-DST	2020	282000
ASUTOSH COLLEGE	RESEARCH PROJECT OF SRIPARNA DATTA RAY	ZSK-INDIA NATIONAL INTERNSHIP PROGRAMME	2022	41000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	[View File](#)	
9.No. of IQAC meetings held during the year	8	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	

• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

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

• **Introduction of a new seminar platform through students' seminars and "Every Day is Seminar Day" – (by members of faculty)**

• **Introduction of collaborative experiential learning (project work/field work/internship) in association with several Academic Institutes/ Research Institutes/ Industries by signing functional MoUs.**

• **Introduction of online journals (SAYAM for science; SABITA for humanities).**

• **Enhancement of library resources including annual book fair. Procurement of subscription of ProQuest and DrillBit Plagiarism Detection facility.**

• **Professional Development / Administrative Training Programs including orientation program for new faculty members held on 12th January, 2023**

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

Plan of Action	Achievements/Outcomes
Starting more regular Post graduate degree (M.A. and M.Sc.) courses with affiliation from the University of Calcutta.	**Regular Courses in Post graduation of Chemistry and Botany, affiliated to the University of Calcutta shall commence from the upcoming academic session of 2023-2024. All necessary measures have been taken.**
Creating incentives for academic performance	**ATOM, an IQAC initiative has been launched to reward academic**

	excellence.
Establishment of an Autonomous Research Centre where Ph.D. level research work can be performed with affiliation from the University of Calcutta.	A nearby building acquired for the purpose of providing customized and dedicated space for the centre is currently being renovated as per requirements. A Research Policy has been drafted and approved by the Governing Body.
Establishment of a skill development hub based on B.Voc programmes at the second campus of the college at Bhasa, South 24 Parganas.	1. The students of Department of Industrial Fish and Fisheries, B.Voc Studies were taken to Central Institute of Brackish water Aquaculture (CIBA), Kakdwip, Central Institute of Fisheries Education (CIFE) and Ramakrishna Mission (Nimpith) for skill development and be acquainted with research and innovation that contribute to the modernization and development of sustainable brackish water as well as freshwater aquaculture in the country. 2. The students of Department of Software, B.Voc. Studies were trained by one of the faculty members of Bangabasi Evening College about Customer Relationship Management in Corporate World (Dated 12.05.2023) as a part of skill development programme. 3. A knowledge transfer programme was held on Fish Disease Management at Bhasa campus (dated 18.01.2023) for the fishermen of Diamond Harbour area. The technical knowhow of disease management was thoroughly discussed with the target group. The farmers were theoretically trained to combat disease outbreak in local ponds as this

	was the most crucial part of small-scale fish farm management. B. Voc. Students are regularly trained about waste recycling models, Biogas generation procedures, Rain water harvesting methodologies, ornamental fish farming, maintenance of waterbody etc. to develop their skill about sustainable agriculture and aquaculture practices and the long-term viability of the green campus.
Internship with Industries or Companies will be started in the coming year for potential candidates.	In the 2022-23 academic session a number of internship opportunities with reputed Industries and Companies were provided to the students by the Placement Cell of the College. Students got the chance to join as interns in companies like Sportskeeda (3 months paid internship), Simpsoft Solutions (740 hours paid internship), Tinkrzak Edutech Pvt. Ltd. (incentive based 3 months internship). Some of the companies like Bit Canny Technologies (Internship period 3 months with remuneration Rs. 15000 per month), DeltaX (Internship period 3 months with stipend Rs. 6000 to 8000 per month), Kotak Mahindra Life Insurance Company Limited (Internship period 3 months) even offered internship and subsequent placement for the final semester students.
Establishment of collaboration/partnership with industry/business houses for augmentation of placement	For the past few years reputed industries and business houses like Byju's, LTIMindtree, DeltaX, QSpiders, Kotak Mahindra

opportunities of the students.	Life Insurance Company Ltd., ICICI Prudential Life Insurance, Tata Consultancy Services – BPS, Intellipaat Software Solutions, Paharpur Cooling Towers Ltd., Bit Canny Technologies, Mitra SK Pvt. Ltd., Arodek Technology Consulting Private Limited have regularly conducted placement drives for the students of the College and has recruited many of our students for different positions. The College has also registered with the "Central Placement Committee West Bengal" and regularly shares all the placement information received from them with the students. The Placement Cell of the College has also collaborated with few organizations like NIIT, Anudip Foundation, Triumphant Institute of Management Education Pvt. Ltd., Pearl Academy, ICICI Foundation for Inclusive Growth, RICE Education, Imarticus Learning for conducting training programmes, career awreness and knowledge sessions for the students.
Enhancement of sports facilities and tie-ups with games and sports institutes to help capable students to prepare for state, national and international levels of games and sports.	1. Asutosh College takes regular initiatives to promote sports. 2. It has conducted successfully the South Kolkata District Sports Meet in 2023. 3. 24 Colleges of South Kolkata participated in this sports meet. It was held on the 19th, 20th and 22nd February 2023. 4. Asutosh Soccer League was held on the 3rd and 4th Aug 2023. 5. Annual sports were held on 10th and 11th Jan 2023.
13.Whether the AQAR was placed before	Yes

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY OF ASUTOSH COLLEGE	24/11/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	19/01/2023

15.Multidisciplinary / interdisciplinary

College took initiative to conduct multidisciplinary/interdisciplinary lectures/seminars/workshops etc. throughout the year. Boost Laboratory committee conducted a webinar on "A green urge from grey earth" and Environmental Science conducted a seminar on "Only one Earth" which are most relevant today. Some awareness Programs are also been initiated by Department of Biochemistry and Women Empowerment Cell in collaboration with IQAC on 'Thalassemia' and 'Dengue'. They also organised one day workshop on 'Martial Art Skill' by which many students were benefitted. Karate and Yoga Therapy unit conducted an orientation program and Yoga competition among students of this college. Cells for Person with Disability, elderly person, organised a Sensitization and Awareness generation program on hearing impairment. Eco Club organised two very interesting webinars on 'Wetland and Carbon Sequestration' and 'Conservation breeding of rare and endangered animal'. Beside these, Birthday of Swami Vivekananda, Sir Asutosh Mokherjee, Rabindranath Tagore was celebrated by all students and teachers of the college. Van Mahotsav, Vasa Diwas, Republic day and Independence day were celebrated with great enthusiasm also. There was two interesting lectures on 'Raja Ram Mohan Roy on women empowerment' and on the life and work of 'Madam Curie'. Placement cell has arranged different webinar for student's awareness so that they can get help for shaping their future.

16.Academic bank of credits (ABC):

Asutosh College is enthusiastic to register under the ABC to allow the students to avail the benefit of multiple entries and exit

during the chosen programme, and to enable credit transfer. We believe that it would be highly beneficial to slow learners and also provide flexibility to students to learn as per their ability and convenience.

Asutosh College, affiliated to the University of Calcutta, completely adheres to the curriculum framework and syllabi as approved by the University. The College will follow the directives of the Higher Education Department, Government of West Bengal and the affiliating University as regards registering on the ABC platform. The College, however, is trying to make every effort to ensure that as and when the affiliating University adopts the ABC, we will be prepared to implement it.

The faculty members of the college have adapted to the blended mode of teaching-learning pedagogy and have completely implemented the leaner-centric approach. The existing choice based credit system offers elective courses where students can choose which courses they want to opt.

17. Skill development:

The National Education Policy underscores the pivotal role of skill development, and Asutosh College has proactively responded to this imperative by introducing skill oriented certificate courses for all its students. Among these courses, a dedicated program focused on communication and soft skill development has been implemented to enhance students' proficiency and prepare them for the demands of the professional world.

Furthermore, the college recognizes the importance of technical competence in the modern age and addresses this by offering a fundamental computer course during the first year of undergraduate studies. This early exposure equips students with the technical knowledge required to keep pace with the rapidly evolving technological landscape.

In addition to these core courses, Asutosh College provides a specialized program in career counselling, which serves to nurture students' employability skills, ensuring they are well-prepared for the job market upon graduation.

Additionally, skill development is seamlessly integrated into the regular undergraduate and postgraduate curricula endorsed by the University of Calcutta. Thus, the college not only ensures that students receive a well-rounded education but also promotes and

encourages their pursuit of additional skills through its certificate courses.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

"Knowledge of India" will include knowledge from ancient India and modern India, and a clear sense of India's future aspirations with regard to education, health, environment, etc." (NATIONAL EDUCATION POLICY, PARA 4.27)

Asutosh College realizes the necessity of integrating the Indian Knowledge system into the curriculum to ensure that students gain acquaintance with the rich cultural and linguistic heritage of the country and learn the value and importance of the treasure of traditional Indian knowledge systems, its diversity and extent.

- In keeping with the institutional mission of imparting education with an inclusive approach, all courses except those that are language-specific like Bengali and English (teaching media Bengali and English respectively) are taught bilingually (English as well as Bengali) although the medium of instruction is English. Teachers make special efforts to explain in Hindi as well wherever feasible. Teachers also provide reference and reading material in the vernacular to cater to students who opt to write their examinations in Bengali.
- The college has a number of language-literature departments namely Sanskrit, Bengali, and English offering full programmes with components that highlight the language, literary culture, and traditions of our country.
- The college also runs a number of certificate courses covering domains like 'Herbal Plants: Benefits and Scope', 'Wildlife Conservation in India', 'Apiculture and Sericulture', 'Travel and Tourism', in which students from any discipline are eligible to enrol.
- Yoga classes/sessions are held for students and staffs, since a healthy mind in a healthy body would subsequently build a 'value-adding' citizen.

Additionally, the college plans to hold workshops/seminars on the use of Ayurveda in everyday life, different dance forms, traditional Indian cooking shortly. The college has an extensive medicinal plants garden in the Bhasa campus which suffered significantly during the cyclonic storms of Amphan and Yash in Bengal, but is now being revived in full swing, for knowledge transfer of Ayurveda to

students.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome-based education (OBE) is an educational theory that bases each part of an educational system around goals (outcomes). By the end of the educational experience, each student should have achieved the goal.

1. Using learning outcome statements to make explicit what the student is expected to be able to know, understand, or do from their normal curriculum

Different departments of Asutosh College, besides conducting regular academic programmes, offer students opportunities for training in academics including Teaching and Research (NET/ SET/ GATE/ SSC/CSC), Civil Services examinations, Professional Writing, Creative/Content Writing/Blogging, Publishing, Journalism (Print/Electronic Media), Advertising, Filmmaking, IT Industry, collaborative project work, internship.

2. Providing learning activities that will help the student to reach these outcomes;

i. Career Counselling and Training Programme - to assist the students in directing their potential towards appropriate ends, thereby enabling them to take correct career decisions.

ii. Soft Skills and Communication Development Course - to improve the listening and speaking competence of the learners and build their confidence while facing job interviews through participation in group discussions.

iii. The Basic Computer Course and Web Designing programme - to provide job-oriented education and training and develop students' programming techniques and problem-solving skills through programming.

iv. Job-oriented Certificate Courses - to open up various options of livelihood.

3. Assessing the extent to which the student meets these outcomes through the use of explicit assessment criteria

i. Department of B.Voc of Asutosh College offers diploma/advanced diploma/degree on - B.Voc Software Development .B.Voc Industrial

Aquaculture and Fisheries

ii. Asutosh College, Department of Higher Services gives training for Professional Courses

iii. Asutosh College Industrial Safety Engineering - Certificate Course on Advanced Diploma in Industrial Safety (ADIS) for students.

Finally, the graduates are able to lead and promote teamwork to tackle complex problems. They exhibit good communication skills, high professional ethics, and a continuous urge to enhance their knowledge

4. Professional Course and Department of Higher Services

Asutosh College Training Centre is an extended wing of Asutosh College offering the following Programmes/ Courses: WBCS, SSC/CTET, NET & SET (UGC & CSIR), Combined Exams (Clerkship, Staff Selection, Railways, Bank, Municipal Services, Police Sergeant).

20.Distance education/online education:

The Asutosh College Post-Graduate Study Centre offers numerous remote learning courses. M.A. programmes in English, Political Science, Sanskrit, and History, M.Sc. programmes in Environmental Science and Chemistry, and M.Com. programmes in Financial Accounting and Management and Cost Accounting courses are available through distance learning under Vidyasagar University and Indira Gandhi National Open University.

Objective

To enable students desiring to progress beyond the UG level for improving their career prospects or for research but who are unable to enroll in regular programmes due to circumstances.

Infrastructure

Classes of the PG Study Centre are held in the Second Campus, Bhasa (South 24 Parganas).

The Chemistry laboratory has some of the most precise digital measuring equipment.

Online Education

- **Online teaching-learning via platforms like Google Meet and Classroom, Zoom is practiced.**

- **A customized Learning Management System (LMS) helps store lecture materials and question banks and conduct internal examinations.**

- **Certificate course classes and examinations are entirely conducted delivered online.**

- **Departments conduct webinars/ web lectures on online platforms like Google Meet, and Zoom which are streamed online on the institute's YouTube account.**

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**837**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**5348**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1299**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**1636**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**188**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**199**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**69**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**367.06**
4.3 Total number of computers on campus for academic purposes	**291**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

To deliver the course curriculum effectively, the College monitors

teaching - learning process throughout the year. The Academic Sub-committee has taken the following steps:

- An orientation programme is organized to inform new students about infrastructureof the college.
- The routines are distributed to the students before the commencement of classes.
- The classes are held regularly by strictly following a master routine.
- Syllabus is distributed among the departmental staff in a documented manner.
- Facultysubmit their teaching plan to the Academic Subcommittee and Head of the Departments ensure that the syllabus is completed within the stipulated time.
- Each department conducts regular internal class tests to monitor the progress of students.
- Remedial classes included in the routine are taken for weak students to improve their results.
- LCD projectors, laptops and internet connections are used to deliver lectures beyond conventional chalk-and-talk method.
- Analysis of results post-publication is doneand discussed among the administration and the Departments for further improvement.Books from the central and departmental seminar libraries are lent to the students and the records are documented.
- There are 20 certificate courses to groom students for future jobs.

URL FOR RELEVENT DOCUMENTS:

https://asutoshcollege.in/new-web/AQAR-Supporting-Documents-Criterion-1-22-23.html

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://asutoshcollege.in/new-web/AQAR-Supporting-Documents-Criterion-1-22-23.html

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college has taken the following measures to conduct the Continuous Internal Evaluation (CIE) at both under-graduate (UG) and post-graduate (PG) levels within the guidelines of the academic calendar:

- **All the departments strictly follow the academic calendar to complete the teaching learning evaluation process; blended mode of learning is followed in Asutosh College.Internal examinations are conducted centrally before each end semester examination. The internal examination process is documented and the related notices are published on the college website.**
- **Departments also conduct monthly class tests in class to monitor the progression of all the students.**
- **Regular tutorial/remedial classes are organized for advanced/slow learners to improve their results further.**
- **Apart from regular examinations, other ways for CIE are ·**
  - **Home Assignments**
  - **Project work and seminar presentation**
  - **Compulsory field work and industrial visits**
  - **Educational excursions for students beyond course curriculum**
  - **Paper presentation by PG students**
  - **Group discussions in class**
  - **Mock interviews, organized by Placement cell**

URL FOR RELEVANT DOCUMENTS:

https://asutoshcollege.in/new-web/AQAR-Supporting-Documents-Criterion-1-22-23.html

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	[https://asutoshcollege.in/new-web/AQAR-Supporting-Documents-Criterion-1-22-23.html](#)

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University	**A. All of the above**

Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

50

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

4078

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

- **The institution regularly conducts seminar lectures where students of different disciplines participate and topics related to Gender sensitization, Human values, and Environmental sustainability are discussed by relevant field experts.**
- **The seminars are documented and relevant notices for all students and faculty members are uploaded on the college website.**
- **In the year 2022-2023, there were total 40 lectures arranged on these subjects, where topics as varied as Religion and Politics in the Vedic Era, Invisibility of Women at work, Feminism and Postmodernism, Harappan civilization, Geography of the Gangetic valley and plains, Media literacy, Community Radio, Essentials of Personal Branding were presented by the subject experts.**
- **The importance and value of professional ethics, environment and its sustainability, gender and human values are inculcated into the students not only through seminar lectures, but also through various activities like tree planting, industrial visits, counselling sessions arranged by the college authority throughout the year.**
- **In the present era, these hands-on experiences help students to understand society and their social responsibilities.**

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

36

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

2670

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students	**A. All of the above**

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://cloud.asutoshcollege.in/webfront/fbreport.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://cloud.asutoshcollege.in/webfront/fbreport.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2024

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

721

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

To assess the learning levels of students, teachers conduct class tests, give home assignments, schedule tutorials. This mechanism helps in assessing the number of advanced learners and slow learners among students. Keeping students' academic, socio-economic backgrounds and aptitudes in mind, teachers use a blend of traditional and new technological methods to make learning more effective.

Facilities for both types of learners are as follows:

Advanced learners:

1. Project Assignments.

2. Extended Library Use.

3. Provide book references for competitive exams.

4. Engagement in peer-teaching through workshops.

5. Writing assignments on more challenging topics.

6. Additional learning opportunities through online sources like digital library.

7. The Department of Business Administration has introduced Reading Corner for exclusive utilisation by the students of the department.

Slow Learners:

1. Remedial classes.

2. Developing learning materials (SLM) specifically for them.

3. Frequently varying instructional techniques in the classroom itself.

4. Using tutorial videos and notes prepared by advanced learners for them.

5. Mentoring by faculty members in small clusters .

6. Encouraging them to spend more time reading in libraries outside class hours.

7. Tutoring slow learners.

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/2/2.2.1%20-%20ADDITIONAL%20INFORMATION.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
5348	**188**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college makes sustained efforts to enrich students so that they realize their academic potential and evolve into future scholars,professionals, or entrepreneurs. Some very effective methods adopted are:

- **Students are given enough opportunity to discuss their doubts with faculty members during and after classes to hone their intellectual abilities.**

- Remedial, tutorial classes are held quite frequently.
- Class tests are conducted after completion of teaching assignments to assess understanding and assimilation levels of students and observe their progress.
- Students' seminar, poster presentations, extempore competition, flipped classroom teaching, Science/ Earth/ Poetry/ Environment Day presentations are organized for increasing levels of confidence, improving communication skills and instilling interest in diverse areas of knowledge.
- Teaching scientific concepts through a combined theoretical-experimental approach for better assimilation.
- Student internships are arranged for by some departments as also educational tours and field visits by others.
- Industrial visits are arranged by departments which are directly linked to or dependent on industry.
- Alumni talks are conducted to encourage current students and give them necessary information regarding career options in their respective subjects.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/2/2.3.1%20-%20ADDITIONAL%20INFORMATION.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Faculty members of Asutosh College use ICT-enabled tools for the enhancement of the teaching-learning process. Due to Wi-fi enabled college-campus, students and teachers can easily access the internet and use online tools and resources along with textbooks. The different ways of ICT-enabled teaching-learning process are given below:

- Classes are taken in blended mode with online classes taken via Google Meet/ Classroom etc.

- Google Classroom is used to provide study material and assignments.

- **PowerPoint Presentations are shown in classes.**

- **Question Banks of different semesters are uploaded in the college LMS.**

- **Classes are equipped with LCD projectors and screens to present the lecture in audio - visual manner.**

- **The Departments of Journalism and Mass Communication and Electronics are equipped with LCD TVs, LCD Monitors, DVD player, microphone, LCD projectors and screens.**

- **The Department of Chemistry conducted courses in industrial chemistry in online mode.**

- **Physical Chemistry practical courses are given as video lectures and offline training is also arranged.**

- **The Department of Geology used Digital Visualizer to project the documents on the screen.**

- **Supplementary online classes are taken and video lectures are used to augment classroom teaching.**

WEBLINK FOR ICT : https://asutoshcollege.in/new-web/class-room.html

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

188

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

188

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

116

File Description	Documents
Any additional information	[View File](#)
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1559

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- **College follows the evaluation guidelines ofthe Boards of Studies of the University of Calcutta.**
- **All official notices about University Examinations are provided in the official website of the College. Departmental heads also communicate the information to students in Whatsapp groups, Google Classroom.**
- **A designated Committee (Examination Committee) in the college arranges subject-wise examination schedule for all departments.**
- **Examination process involves setting question papers, assessment of answer scripts within a given time frame, submission of marks and generating award lists.**
- **Apart from an internal test of 10 marks as per University of Calcutta rules, students are regularly assessed through class tests, tutorials, project preparation. Remedial steps are also taken by the teachers for weaker students.**
- **Attendance records and tutorial marks are uploaded in the University portal.**
- **Students can report their exam-related grievances through letters in a dropbox or through the heads of the departments.**
- **If any error is found in the process, college authority ensures prompt action, and the rectified marks are forwarded to the University.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/1/1.1.2%20EXAMINATION%20NOTICE%20%20UNIVERSITY%20OF%20CALCUTTA.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college ensures that all students are treated equally and impartially in all respects, regarding evaluation and assessment. All internal examination-related issues are monitored on a regular basis and a close and continuous communication is maintained with the University of Calcutta. Furthermore, if a student raises any concerns regarding internal examination, prompt action is ensured to address the student's complaints.

To deal with internal examination-related grievances, different ways have also been adopted by the College authority.

1. A drop box has been kept in the college corridor to submit exam-related grievances. The grievance related letters are regularly checked and forwarded to the concerned departmental heads who deal with them.
2. The students can also discuss with their respective departmental teachers or/and the college authority for their examination-related grievances.
3. In case marks uploaded need to be changed, the rectified marks are submitted to the University following stipulated procedure of the University of Calcutta.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/1/1.1.2%20NOTICE%20FOR%20CONTINUOUS%20INTERNAL%20EVALUATION%20(CIE).pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme/course outcomes for each department/ subject are an integral part of the academic engagement of any institute of higher education. The college ensures that students and faculty are familiarised with the objectives and outcomes of each course (core, skill-enhancing). Programme/ course outcomes can successfully guide students to choose the right career, either in academia or in the professional/ technical fields.

The programme outcomes are communicated to the students through the college Prospectus, orientation programmes, or informal classroom discussions. Special lectures including interaction with alumni are also arranged to enhance their understanding of the programme outcome. Departments organize regular workshops, seminars, lecture series and conferences to communicate the career prospects of the programmes offered by the college. The programme outcome along with the syllabus of each department is available on the college website in the prospectus .

The course outcome is a more detailed information regarding the relevance and utility of each course/paper within a programme. This is also displayed in the departmental pages in the college website and discussed in class.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://asutoshcollege.in/new-web/pdf/course-outcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college ensures successful evaluation of students' performance through various methods for measuring the attainment of each program outcome and course outcome.:

- In class, teachers encourage development of analytical thinking, writing, and oratory skills. Evaluation of these skills are done through appropriate tools like group discussions, home assignments, quizzes on subject-related topics, objective tests.
- Interactive-participative learning process in accordance with the programme/course outcome is followed by each department through debates, group discussions, students' seminar, alumni talk, preparing wall magazine, tabloid newspaper, documentary show.
- Under the university stipulation, students are evaluated for 65% of total marks through the end-semester Theory examination conducted by the University and 35% marks as internal assessment by the college.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	<u>https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/2/2.6.3%20-%20ANNUAL%20REPORT%20OF%20UNDERGRADUATE%20AND%20POSTGRADUATE%20PROGRAMMES.pdf</u>

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1657

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	<u>https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/2/2.6.3%20-%20ANNUAL%20REPORT%20OF%20UNDERGRADUATE%20AND%20POSTGRADUATE%20PROGRAMMES.pdf</u>

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<u>https://cloud.asutoshcollege.in/FeedBackReports/FBDetailsChart.aspx?LinkID=25&chartname=Pie</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

19.8

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	[View File](#)
List of endowments / projects with details of grants(Data Template)	[View File](#)

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

8

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

6

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.isro.gov.in/RESPONDProjects.html ; https://www.sac.gov.in/Vyom/; https://serb.gov.in/; https://wbbb.wb.gov.in/; https://www.pardicolor.org/; https://dstbt.bangla.gov.in/; https://www.thezoologicalsociety.org/notice/national-internship-and-research-fellowship/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The century-old experience of Asutosh College in propagating education is the pivot of creating an ecosystem for innovation and knowledge transfer. Asutosh College through its Research and Development Cell encourages teachers to write research proposals by disseminating calls for project proposals from funding agencies and calls for conferences. The college maintains sophisticated analytical instruments procured through BOOST, RUSA2.0, DST-FIST and other grants. The college sanctions research Seed-Grant; publishes books written by teachers to support research and innovation. Financial aid for attending conferences encourages teachers and is another incentive to nurture innovation. The college organises seminars on research methodology, IPR and entrepreneurship development for students; encourages business enthusiasts. Social outreach programmes and educational initiatives are organised for a broader student community. The college continuously adopts modern methods of teaching and also reaches out to a broader audience through web-based study materials. Through formal understanding with different colleges, the college is in a continuous process of knowledge transfer and exchange. BBA and B.Voc. courses impart job-oriented training. To make students competent and industry ready, the Asutosh College Training Centre works as an incubation centre. Various certificate courses are add-ons in this pursuit. The Placement cell helps students to find jobs.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://asutoshcollege.in/new-web/committee-for-extension-activities-activities.html

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

7

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	https://asutoshcollege.in/new-web/ph-d-research-supervision.html
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

40

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

87

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

To inculcate social responsibilities and scientific temper in young minds, the following social activities were either organized or participated in by students and faculty members of Asutosh College:

- Organized a tree plantation programme in ward no.93, in association with the West Bengal Forest Department and the councillor of the ward;

- Organized extension activity in Bhowanipur Girls High School, Beltala Girl's High School, Mitra Institution and Sahapur Mathuranath Vidyapith (H.S.) to evaluate different parameters like potability of drinking water in reservoir of schools, level of noise in campus, status of Drainage System and status of Solid Waste Management, status of Electrical Wiring, etc.;

- Distributed food among the poor and needy street children on Rajeshwar Dasgupta Road, Bhowanipore, Kolkata-700025;

- **Joined a walk with posters for Paraolympiads, organized by Civilian Welfare Foundation to make the common people aware about Paraolympiads;**

- **Organized Dengue awareness programme in South Kolkata around Kalighat, Rashbehari and Deshapriya Park areas;**

- **Participated in a Wildlife Awareness Rally organized by Anubhav, an NGO;**

- **Organized an awareness programme on nutritional values of various foods and concept of a balanced diet in a slum region of Kamdahari, Garia with children and their mothers.**

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/committee-for-extension-activities-activities.html
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

10

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc.,

during the year

20

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

695

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

5

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

30

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Asutosh College has always focused on infrastructural facilities to ensure and sustain quality in higher education. College administration constantly makes an optimum effort for effective utilization of available space to provide maximum academic facilities within a defined area line.

The main campus of the College is situated at 92, SP Mukherjee Road, Kolkata 700026, which hosts the Main Building. The Asutosh College Training Centre, Humanities Building, Centenary Building and Research Centre are also situated in the neighbourhood.

The second campus is located at Diamond Harbour Road, Bhasa, South 24 Parganas, 743503.

All the adequate infrastructure and physical facilities have been spread through these two campuses.

- Well-maintained classrooms
- Professors' room, non-teaching staff room
- Washrooms
- State-of-the-art laboratories

- **Well stocked Central Library, reading libraries and subject-specific seminar libraries with a large collection of books and journals in printed and digital form**
- **Wi-Fi enabled campus**
- **Seminar hall**
- **Students' Common Room**
- **Canteen**
- **Safe drinking water**
- **Gymnasium**
- **Tent in Kolkata Maidan (the sporting hub of the city)**
- **Computer centres**
- **Asutosh College Training Centre**
- **Research Centre**
- **Postgraduate study centre**
- **IT office**
- **Archive**
- **Solar plant**
- **Rain-water harvesting plant**
- **Hostels.**

The College has initiated a Cloud-based Education Management System to enhance and digitize the academic and administrative processes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/4/4.1.3%20-%20GEOTAGGED%20PHOTOS%20OF%20CLASSROOM%20-%20MAIN%20BUILDING.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Asutosh College has a legacy of outstanding performance in sports and games. The College offers ample facilities on campus for

- **cultural activities**
- **sports**
- **games**
- **yoga**

Students are encouraged to participate in and are acknowledged and rewarded fittingly. We have a tent in Kolkata Maidan, the sporting

hub of the city, with an area of 850 square-feet comprising wash room, changing room, garden, refrigerator facilities.

We have outdoor games facilities for cricket and football. Students' Common Room has indoor game facilities like table tennis, badminton, Carrom, Boxing.

We have a physical exercise facility within our campus, the Syamaprasad Gymnasium, equipped with the necessary instruments.

The gym is well-equipped with

- leg press old model,
- wall fixed deeping parallel bar,
- horizontal chinning bar,
- Roman chair.

Apart from yoga, there is ample scope for meditation and bodybuilding.

Asutosh College has a vibrant Cultural Unit that provides a platform both to the students and the staff (teaching and non-teaching) to unveil their skills.

The Cultural Unit organizes different programmes and activities on various occasions and encourages students and staff to actively participate in these events.

File Description	Documents
Upload any additional information	[View File]
Paste link for additional information	https://asutoshcollege.in/new-web/AQAR-Supporting-Documents-Criterion-4-22-23.html

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

46

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://asutoshcollege.in/new-web/class-room.html
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

41

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Asutosh College has an excellent library for the benefit of students, faculty, and researchers. The library has many books (59670) covering science, humanities, management, and B.Voc. The library also has audiobooks and braille books for visually challenged persons.

Asutosh College has five specific library centres:

1. Central Library- Main Building (Ground Floor)

2. Reading Library- ACTC Building (Ground Floor)

3. Seminar Library - Respective departments (Humanities, Science and

BBA).

4. Centenary Building Library- Centenary Building (Basement)

5. Bhasa Campus Library- Bhasa, Naurbad, Diamond Harbour Road

The library service has been fully automated since 2012.

Name of ILMS software: ERP

Nature of automation (fully or partially): FULLY

Version: N.A.

Year of Automation: 2012

The college website's OPAC, globally accessible, links to a password-protected library profile, allowing members to access book circulation data from anywhere.

Asutosh College provides N-List subscriptions and has started collaborating with ProQuest Research Library, offering members access to extensive e-books and e-journals across various fields for enhanced learning and research.

DrillBit Plagiarism Detection facility is also subscribed to help the researchers.

This college has archived its magazines digitally from 1916 in the 'Asutosh College Digital Archives' section.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://cloud.asutoshcollege.in/lib_opaq.aspx

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

9.6

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

52.9

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Asutosh College is dedicated to providing secure and sophisticated information technology infrastructure on campus in terms of hardware, software, and internet facilities:

1) Complete Wi-Fi coverage of the campus for the use of

stakeholders.

2) Smart classrooms equipped with a total of 46 LCD Projectors and Wi-Fi-enabled internet and cable-based LAN services for interactive communications and presentations.

3) Seminar Hall (Centenary Building) equipped with a 77-inch diagonal Smart Board with different management software for interactive presentation, recording, backup, etc. along with Wi-Fi and LAN-based internet services. Audiences can use their Personal Digital Assistants, Laptops, Notebooks, etc., for direct interactions.

4) The college has its own enterprise resource planning software which includes features such as:

a) Staff Management system

b) Fee management system

c) Student management System

d) Accounts Management System

e) Library Management System

f) Store Management System

5) Institutional subscription for Google Cloud since 2021. Staff members are equipped with institutional mail id and cloud storage for usage.

6) CCTV surveillance system installed at key areas within the college buildings and campuses.

7) Expenditure incurred toward IT for the year 2022-23 was Rs. 4736654 (Rupees Forty-seven lacs Thirty-six Thousand Six Hundred Fifty-four only).

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://asutoshcollege.in/new-web/class-room.html

4.3.2 - Number of Computers

291

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

106

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has a definite policy and system for maintenance and utilization of all its physical and academic facilities.

LABORATORIES:

- Maintained by respective Departments.
- Non-teaching members provide necessary support in maintaining stock registers, monitoring usage of equipment, ensuring clean, hazard-free environment and firefighting facilities.
- Guidelines for usage displayed at noticeable places within the laboratories.

LIBRARY:

- The Central Library, in the Main Building, with two additional sections in the ACTC Building and Centenary Building maintained by the Librarian and support staff.
- Department-specific seminar libraries maintained by respective in-charges.
- The Library Committee reviews the activities and provides suggestions for improvement.

SPORTS COMPLEX:

- One of two colleges in Kolkata having a sports tent in Kolkata Maidan.
- The Bhasa campus has outdoor sports facilities.
- Well-equipped with various sports gear.
- The Common Room provides indoor games facilities.
- The Sports Committee supervises all sporting activities.

COMPUTERS AND PERIPHERALS:

- Departmental computers and peripherals maintained by respective Departments.
- IT-section staff look after those in use in the Office, Accounts and IT-section.
- AMCs made for hardware maintenance.

CLASSROOMS:

- Periodic inspection by the Building Renovation Committee.
- Renovation and repair work arranged as and when needed.
- Housekeeping teams, supervised by administrative staff, regularly ensures the cleanliness and maintenance of the campuses

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://asutoshcollege.in/new-web/maintaining-institutional-facilities.html

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1702

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

966

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://asutoshcollege.in/new-web/about-career-counselling.html
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1521

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1521

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

103

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

270

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

95

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

30

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

- **The College tries to create an environment where students would be able to explore and hone their leadership skills by organizing and carrying out different cultural activities and social service projects.**
- **The presence of a Students' Common Room and Asutosh College Students' Union allows every student to explore and showcase their creativity and talents. The college follows the Calcutta University Statute to establish a democratically elected Students' Union, which allows students to actively participate in the college's administration and decision-making processes.**
- **The General Secretary of the Students' Union, Mr. Uttaran Banerjee, is a member of IQACand the Governing body of the College.**
- **The inclusion of cultural activities, competitions, debates, creative writing, sports, indoor and outdoor games provides the students with various avenues to express themselves and engage with different aspects of Indian culture and current affairs.**
- **Celebrating the birthdays of famous Indian personalities and freedom fighters, commemorating Independence Day, Republic Day, Bhasa Dibas help the students to remain connected to their roots and contribute to the holistic development of the student body.**

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/governing-body.html
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

47

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

- **Alumni of Asutosh College are placed all around the world and many of them are making significant contributions to the field of academics, research and industry. In the academic year 2022-23, various departments invited their alumni to deliver lectures as part of the initiative, Alumni Talk/Meets to motivate present students and develop the exchange between past and present.**

- **Alumni representing the print media, universities within India and abroad, industry, research institutes and non-governmental organisations join hands to make these knowledge exchanges a**

meaningful one.

- **An alumnus-cum-professor has donated funds for instituting a memorial award, while others committed themselves to the qualitative betterment of their Alma Mater.**

- **These connections will help our present students in various ways – while applying for postdoctoral or doctoral positions in India and abroad, in preparing for job interviews and competitive services, identifying trending research fields and many more.**

- **There are more intangible roles of the alumni that have been explored through forming WhatsApp groups where alumni shared project vacancy ads., and free advice to juniors for helping them to choose prospective labs for research-level work.**

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/5/5.4.1%20-%20ADDITIONAL%20INFORMATION.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college has the vision to excel as an institute of higher-education in context of the nation and the world based on the values of Equity, Creativity, Endeavour, Discipline, Perseverance. The values would serve as the five senses that constitute the sensory world of living beings. In order to realize the broader vision,

college has set a mission to develop an inclusive campus environment, adopt a holistic approach towards education, ensuring that knowledge is accessible to all irrespective of differences and to cater to the societal requirement by promoting need-based, skill-enhancing education. Personal attention to students irrespective of their religious and social stature ensures inclusivity. Regular seminars help disseminate knowledge from various domains across disciplines to all students. Webinars, Google-classrooms, the official you tube channel ensure that the element of inclusivity is not disrupted even if physical distance becomes a barrier for some reason. Curricular courses are supplemented with vocational, job oriented certificate courses for ensuring development of professional skills. Yoga and meditation form an integral part, ensuring holistic development of students in body and mind. A programme christened ATOM felicitates meritorious students with outstanding academic achievements.

USEFUL LINKS:

https://asutoshcollege.in/new-web/index.html (COLLEGE WEBSITE)

https://asutoshcollege.in/new-web/vision-mission.html (VISION AND MISSION)

https://www.facebook.com/asutoshcollegeofficial/ (FACEBOOK PAGE OF COLLEGE)

https://asutoshcollege.in/new-web/about-yoga-therapy-unit.html (YOGA THERAPY UNIT)

https://asutoshcollege.in/new-web/certificate-course-management-committee-central.html(CERTIFICATE COURSE COMMITTEE)

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.1.1%20-%20ADDITIONAL%20INFORMATION.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization of authority and participative management practices

are at the core of the administrative techniques, since the college leadership strongly believes the participation of all stakeholders is the key to the growth of the institution in the long run, and well-being of all concerned.

a. The Governing Body delegates all decisions to the Principal who in turn decentralizes it by allocating responsibility among different committees to fulfil the institute's mission. This ensures every single member of the staff (according to their expertise) participates in the functioning of the college.

b. Members of the committee are drawn from both teaching and non-teaching staff of the college under the aegis of the IQAC to coordinate various academic/curricular, co-curricular, and administrative functions and activities.

c. Every department has the academic liberty to plan its seminars, programmes, events in consonance with the broader vision of the college.

d. Different academic and non-academic concerns are resolved solely through meetings of the concerned committees.

e. Student representation is also an essential aspect of the committees.

f. The committees have complete independence to make decisions in their designated area of work.

g. The college has also appointed Campus-in-charge for the different campuses/buildings of the college.

Link:

https://asutoshcollege.in/new-web/important-cell-committee.html(LIST OF ALL COMMITTEES)

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.1.2%20-%20ADDITIONAL%20INFORMATION.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college strategic plan keeping in view its stated vision and mission, includes implementation of innovative teaching-learning methods, establishing collaborations, engaging in eco-friendly initiatives, and improving placement activities. A dedicated research centre is being developed for both science and humanities to create an environment conducive to research activities for faculty and students. Students are offered job-centric skill-based courses alongside regular curricular activities through certificate courses. Sayam (dedicated to science), Sabita (dedicated to humanities), alongside the Centurion journal are part of the research initiatives of the college. The college has also established the availability of a Research seed grant for faculty members who intend to conduct research. Presentation of research work is encouraged through the honorarium provided to faculty members for presenting papers at national/ international seminars and conferences. The newly formed Research Advisory Cell is meant to focus on enhanced research at the institution. Transparency in all these activities is ensured through their regular publication in a newsletter 'Asutosh Chronicle'.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.2.1%20-%20STRATEGIC%20PLAN%20AND%20DEPLOYMENT%20DOCUMENTS%20MERGED.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Policies:

- Eco-friendly Governance
- Innovation ecosystem
- Industry academia linkage
- Mobilization of funds
- Staff welfare

- Students' concession
- Anti ragging
- Zero tolerance
- ICC
- Grievance redressal
- Sustainable development and green campus

Governing Body:

The Governing Body as per the guidelines of the Statute of the University of Calcutta for constituent colleges has 12 members. Present Governing Body, formed in 2022, consists of the President and Secretary as office bearers. There are 3 Teacher Representatives (2 filled positions), 1 Non-Teaching Staff Representative and 1 Student Representative positions.

Administrative Set-Up:

The GB President and Secretary (Principal) form the nucleus of the administration with final authority in all financial matters. The Principal manages day-to-day running of the college along with Bursar, HODs, IQAC Coordinator, Teachers' Council Secretary and Head Clerk. Additionally, there are other Convenors and Coordinators assisting the core team in various college affairs.

The Functions of Various Bodies:

The Finance and Building Sub-Committees are decision-making bodies with respect to finance, building construction, renovation and maintenance. There are two staff Councils: Teaching and Non-Teaching.

Appointment and Service Rules:

Service Rules are in accordance with the Calcutta University First Statute (latest edition), Constitution of the college and the rules of the State Government as applicable.

LINKS:

GOVERNING BODY STRUCTURE:https://asutoshcollege.in/new-web/governing-body.html

LINK TO ORGANOGRAM: https://asutoshcollege.in/new-web/pdf/Organogram.pdf

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.2.2%20-%20ADDITIONAL%20INFORMATION.pdf
Link to Organogram of the institution webpage	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.2.2%20-%20ORGANOGRAM.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has effective welfare measures for both teaching and non-teaching staff members:

Welfare measures for Teaching staff:

1. **Membership and loan facility from College Cooperative Credit Society Ltd.**
2. **Group Insurance**
3. **Regular health check-up of staff and weekly Yoga sessions**
4. **Thalassemia Awareness and Screening Programme**
5. **Health Scheme by Govt. of West Bengal (West Bengal Health Scheme: WBHS) is facilitated by College**

In addition, the Sparsha committee takes care of the retired Professors.

Welfare measures for Non-Teaching staff:

1. Membership of Group Insurance
2. Employees' Provident Fund Organization
3. Employees' state insurance corporation (ESIC)
4. Ex-Gratia Payment for college appointed non-teaching staff
5. Membership and loan facility from College Cooperative Credit Society Ltd
6. Distribution of winter garments
7. One-time festival advance (Rs. 20,000/-)
8. Annual bonus salary payment

LINKS:

https://asutoshcollege.in/new-web/health-care-unit-gallery.html (HEALTH CARE UNIT)

https://asutoshcollege.in/new-web/psychotherapy-unit-activities.html (PSYCHOTHERAPY UNIT)

https://asutoshcollege.in/new-web/about-yoga-therapy-unit.html (YOGA THERAPY UNIT)

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.3.1%20%20-%20ADDITIONAL%20INFORMATION.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

4

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

7

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

34

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Appraisal for the teaching staff:

The performance appraisal system for the full-time (substantive post) teaching staff is governed by UGC- Career Advancement Scheme (CAS) guidelines. This is based on the Performance Based Appraisal scheme proforma submitted by the faculty seeking promotion. The proforma considers an individual's teaching-learning related contributions, research related activities, examination and evaluation-related assignments, support in administrative tasks. On successful performance in each of the stipulated categories, the promotion is granted to the faculty member through evaluation by screening and selection committee as and when applicable. To facilitate the process and ensure its smooth functioning, the college has constituted a dedicated committee for CAS.

Appraisal for the non-teaching staff:

A separate standardized appraisal form is utilized for the purpose of performance appraisal of the non-teaching staff of the college. Every year, the HODs fill up the form to evaluate the performance of the NTS. The criteria for evaluation comprises job knowledge, skills, quality of work; compliance to deadlines, interpersonal skills, planning; organization, decision making, initiative; safety measures. Taking into consideration performance of each employee, employee-centric interventions are planned and executed to enhance their performance further.

Links:

https://asutoshcollege.in/new-web/pdf/CAS/1513600964_4.pdf

`https://asutoshcollege.in/new-web/pdf/CAS/CAS-GUIDELINES-AND-PROFORMA-Teachers-Non-Govt-College.pdf`

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.3.5%20-%20ADDITIONAL%20INFORMATION%20merged.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Institution conducts a two-way audit system that is internal and external financial audits regularly. Every year the Accounts are audited by Professional Auditors. ISO certification is done by a separate external auditor and it is renewed every year.

- The two internal auditors are:

(1) Murarka & Associates, 691 Rajdanga Main road, Kolkata-700107

(2) R. K. Basu, 42/54 New Ballygunge Road, Kolkata-700084.

- The External Auditor is C.A. appointed by the State Government of West Bengal.
- For ISO certification: S.P. Mitra, LMS Certification Limited, England – SK1 3DG.

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.4.1%20-%20ADDITIONAL%20INFORMATION.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during

the year (INR in Lakhs)

`0.65`

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college generates revenue by

- UG and PG programmes
- Certificate courses and professional training-based courses beyond college hours

Currently, twenty (20) certificate courses are being conducted in the college in addition to the conventional UG/PG courses.

The State Government is an additional source of funds. The human resources of the college include full-time teaching staff, and permanent and casual non-teaching staff members. Mobilization of funds is essential for staff recruitment, employee and student welfare, sustaining research, and infrastructural upgrading such as air-conditioning and ICT-enabling classrooms.

Generated funds and grants are utilised under four major heads:

1. Sustenance of human resources

2. Infrastructural development of the college

3. Research and development activities

Link:

https://asutoshcollege.in/new-web/about-professional-course.html

https://asutoshcollege.in/new-web/about-safety-engineering.html

`https://asutoshcollege.in/new-web/about-basic-computer-course.html`

`https://asutoshcollege.in/new-web/about-soft-skills.html`

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.4.3%20-%20ADDITIONAL%20INFORMATION%20MERGED.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

`1.Distribution of monitoring duty to various committees on overall institutional activities.`

`2. Preparation of academic planner for each academic year, distributed to departments and regular follow-ups taken.`

`3. Quality initiative programmes are organised for both students and faculty members.`

`The initiatives taken are:`

`(a) Coordination of "Every day Seminar Day programme" for the faculty members to deliver lectures on any topic of interest.`

`(b) Extension lectures delivered by subject experts and alumni of the respective departments.`

`(c) Annual Thalassemia Awareness and Screening programmes.`

`(d) Regular conducting of intra- and inter-departmental student seminars, workshops, quiz, debate, poster, slogan competitions, and excursions.`

`(e) Organization of film shows on environmental issues.`

`(f) Promotion of an official YouTube channel showcasing lectures of high merit to enrich both students and faculty.`

(g) Initiatives for financial assistance for participation in seminars/workshops are taken. Research seed grants for faculty members have been approved and grants released.

4. Coordination of collaborative activities and professional development programmes for faculty and non-teaching staff.

5. Feedback analyses are taken from the students, alumni and teachers and are followed up.

6. ATOM – Students including alumni excelling in competitive examinations other than University examinations are encouraged through felicitation (ATOM).

Link:

https://asutoshcollege.in/new-web/IQAC-committee.html

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.5.1-%20ADDITIONAL%20INFORMATION.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

1. TEACHING:

- **Initiatives are taken to make the campus ragging-free and develop favourable environment for learners to acquire knowledge and skills, exchange ideas, resources, develop critical thinking skills and problem-solving abilities;**
- **Improvement in classroom set-ups, advanced laboratory infrastructure, encouraging critical thinking during project work, development of additional diploma /language / soft skills / certificate programmes;**
- **Automation of admission procedure, digital systemization of learning, development of ICT tools to enhance teaching-learning process;**
- **Academic Subcommittee coordinates the teaching plan;**
- **IQAC seeks monthly reports from the Academic Subcommittee to**

analyse the progress of all departments and suggests areas of improvement;

- Remedial classes are taken for the slow-learners;
- Implementation of AAA recommendations and submission of AQAR annually to NAAC;

2. RESEARCH:

- For promoting high quality research, applications for funds and grants are regularly encouraged;
- Research seed grant proposals have been submitted by the faculty members and are awaiting approval;
- SAYAM and SABITA journals published their first issue, and applied for ISSN and the second issue is in process. The book "Climate Change: Different Perspectives" and "Impacts of Virus." have been already published.
- MoUs are being signed with research institutions, colleges and universities (32 functional).

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.5.2%20-%20ADDITIONAL%20INFORMATION.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/6/6.5.3%20-%20ADDITIONAL%20INFORMATION.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender sensitization is currently recognized as a significant aspect in all major policies of academic institutions for creating a healthy work environment. Asutosh College being a co-educational institution is no exception. The institution supports gender diversity and seeks to create an inclusive space for third genders with measures like formal introduction of the third gender option in college forms, conduction of Annual Sensitization workshops, uploading of Special lectures on gender sensitization on the college website and meetings with representatives of the Students' Union regarding gender equity. The creation of Grievance Redressal Cell for the students has served the all-important purpose of providing a platform for their free and active participation, voicing and expressing their opinions, views and issues favoring promotion of gender equity. To ensure safety and security of all students, CC cameras have been installed within the college premises. Common Room facility for positive student interaction and co-curricular activities is available for all students. The institution has proposed the setting up of a Day Care Centre for addressing the problem of child care. Child Care Leave, Maternity/Paternity Leave are readily sanctioned as per Government Order.

Relevant Link:

https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/7/7.1.1%20-%20GENDER%20AUDIT%20REPORT%20FOR%20THE%20SESSION%202022-2023.pdf

File Description	Documents
Annual gender sensitization action plan	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/7/7.1.1%20-%20ANNUAL%20GENDER%20SENSITIZATION%20ACTION%20PLAN.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/7/7.1.1%20-%20SPECIFIC%20FACILITIES%20PROVIDED%20FOR%20WOMEN.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Our institution takes waste management seriously, with dedicated facilities for solid, liquid, biomedical, and e-waste disposal. We emphasize waste segregation, recycling, and safe disposal practices to minimize environmental impact. Hazardous chemicals are managed by trained professionals, following stringent safety protocols. Our comprehensive approach ensures responsible waste management and sustainability across the campus.**
- **Asutosh College's e-waste management committee has initiated discussions with J S Pigments Pvt Ltd., an authorized and Pollution Control Board-licensed e-waste recycling company. They have proposed an agreement to handle e-waste from all college campuses, including compliance manifest in Form-6 and Form-10, ensuring transparency in the collection process. The e-waste management committee is currently finalizing the**

annual agreementwiththem.

Website Link – 1 https://asutoshcollege.in/new-web/laboratory-and-e-waste-management-and-recycling-committee.html

Website Link – 2 https://asutoshcollege.in/new-web/laboratory-waste-management-committee.html

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

One of the ways in which our large and diverse college keeps itself socially relevant is by fostering an environment that is tolerant, harmonious and inclusive. Many of our students are drawn from suburban backgrounds, neighbouring states, and ethnic and religious minorities. We organize a range of activities to make them feel at home. On the 21st of February every year we celebrate International Mother Language Day with fervour and enthusiasm. The end of Ramzan is similarly celebrated through an Iftar party which is one of the high points of the year. The birth anniversaries of great personalities - not all of them Bengalis- are celebrated every year in the Students' Common Room with speeches and sober remembrance. Participation requires both a taking and a giving. Through initiatives like Eat Well Live Well, organized by the dept of Biochemistry and the Food Distribution Camp organized by the dept of Mathematics, they become aware of the needs of the underprivileged. Many join the NSS which, true to its motto, "Not me, but You", conducts such events throughout the year: as in their Village Survey (in Uttar Kazirhat) and a Health Check-up Programme (in Patuapara).

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Asutosh College is committed to providing an environment that is in keeping with the principles and values enshrined in our Constitution. While we rightly celebrate our ethnic, religious and linguistic diversity, we are also aware of the need to sensitize our key stakeholders to the need for an ethical and value-based code of conduct within and outside college. Our key message is that our rights are balanced by our duties, and our rights may not infringe on another citizen's rights.

To this end we have been conducting a six-month Certificate Course on Human Rights, conceptualized by the departments of Philosophy and Political Science. Inaugurated in 2022, this course is open to students of all disciplines, offering them the chance to not merely imbibe theory but also to engage in meaningful work at individual and local levels.

Furthermore, on 12 January 2023 Asutosh College conducted a special Induction programme for members of the teaching faculty at our Second Campus (Bhasa). Through motivational speeches by the Vice Principal, Bursar and retired members of staff (Profs. Raikamal Dasgupta and Debdas Roy), an immersive insight was provided into the richly inclusive and humanistic traditions of this century-old institution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/7/7.1.9%20-%20DETAILS%20OF%20ACTIVITIES%20THAT%20INCULCATE%20VALUES_%20NECESSARY%20TO%20RENDER%20STUDENTS%20IN%20TO%20RESPONSIBLE%20CITIZENS.pdf
Any other relevant information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/7/7.1.9%20-%20RELEVANT%20INFORMATION.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,	A. All of the above

teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

File Description	Documents
Code of ethics policy document	[View File]()
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File]()
Any other relevant information	[View File]()

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our institution takes great pride in its rich tradition of celebrating a diverse array of national and international commemorative days, events, and festivals that reflect the cultural and historical tapestry of our great nation. From marking the 75th year of India's Independence with grand celebrations to paying tribute to the visionary Pandit Ishwar Chandra Vidyasagar on his 203rd Birth Anniversary and honoring the legacy of Swami Vivekananda on his 160th Birth Anniversary, our institution embraces the spirit of patriotism and enlightenment. We also host induction programs to welcome new members into our academic family and commemorate the Birth Anniversary of the revered Netaji Subhas Chandra Bose, underscoring our commitment to national heroes. Our institution celebrates its Foundation Day in honor of the prestigious University of Calcutta and participates fervently in national events like Republic Day, Saraswati Puja, and International Mother Language Day. Farewells and welcomes are heartfelt moments, as we bid adieu to our respected leaders and warmly embrace new ones. Additionally, we pay homage to social reformers like Dr. B.R. Ambedkar and mark significant milestones in the lives of luminaries. With each celebration, our institution strives to foster a holistic educational environment that values tradition, diversity, and excellence.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File]()
Geo tagged photographs of some of the events	[View File]()
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

TITLE OF THE PRACTICE:

A. Sustainable Green Campus and Integrated Farming

B. Administrative reforms towards electronic and eco-friendly governance

OBJECTIVES (20 words)

A. Multidisciplinary approach to agro-ecological sustainability providing necessary economic support

B. Enhance quality in academics and administration at Institutional Level

THE CONTEXT (30 words)

A. Integrated, interdependent production system based on organic farming, aquaculture, livestock for sustainable green initiatives

B. Optimum resource utilization at all academic and administrative levels for effective and efficient e-governance

THE PRACTICE (50 WORDS)

A. Integrated farming enabled higher yield from aquaculture, livestock and organic vegetable cultivation providing potential rural and suburban employment

B. Blended mode in teaching-learning, evaluation using LMS, webinars, online admission, dynamic website, online redressal of grievances, functional Google classrooms and faculty webpage, online

data management and maintenance.

EVIDENCE OF SUCCESS (40 words)

A. Fish culture, production of fish seeds, duck culture, organic production of consumable vegetables, employment, revenue generation, sustainable development practices.

B. Growing interest and active participation among stakeholders in the use of digital resources, ICT-enabled smart classrooms.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED (30 words)

A.

- Lack of sufficient space to expand the 'go-green' concept
- Insufficient hands-on training under trained personnel

B. Sufficient technical assistance, training, and exposure.

File Description	Documents
Best practices in the Institutional website	https://asutoshcollege.in/new-web/best-practices.html
Any other relevant information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2022-2023/7/7.2.1%20-%20RELEVANT%20INFORMATION.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Sparsha (touch), a Tea Club initiative, aims at the overall wellness and well-being of all segments of the institution. The senior retired teachers are taken care of by the existing members year-round by being in touch with them, providing them with support for medical check-up, home delivery of essential medicines at subsidized rate. The existing members have various activities to keep them physically and mentally fit like yoga sessions for dealing with workplace stress, the annual Tea Club reunion with retired teachers, 'ilish utsav' (enjoying the delicacy of 'Hilsa' fish) with everyone's birthdays being remembered and observed by the college with a card, pen and flowers.

The non-teaching members' birthdays are also celebrated as part of this initiative. They are supported by GPF, ready loans from the cooperative at low interest, winter garments besides getting free medical assistance from E.S.I.

Academically bright students have various awards to motivate them further while the economically weaker get financial support and assistance like fee concession, free provision of books etc to continue their education. The Tea club has also initiated a programme to felicitate and motivate the economically weaker students.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Facilitating experiential learning in keeping with the requirements of the Curriculum and Credit Framework (CCF) under the National Education Policy (NEP) 2020;

2. Launching the PG course programme in Botany and Chemistry, for which approval had been obtained from the University of Calcutta but could not be implemented

earlier because of the pandemic;

3. Providing impetus to Incubation hub to promote research and entrepreneurship;

4. Re-constituting the Entrepreneurship Cell;

5. Re-orienting and re-designing the Asutosh Charcha Kendra as an active centre for knowledge-sharing and research with the figure of Sir Asutosh Mookerjee as the focal point of interest;

6. Organising more skill-based and hands-on training programmes for college staff (teaching and non-teaching) on how to make optimal use of ICT tools and handle

digital data management;

7. Upgrading maintenance of available ICT facilities for more

effective teaching- learning experience, especially in the blended mode;

8. Upgrading online resources of the Central Library;

9. Launching a blitzkrieg of publications, both online and print

- Sayam, Sabita (online ISSN peer-reviewed journals for Science and Humanities respectively)
- Book volumes by the Tea Club, Sparsha unit (under the Tea Club) in association with the Archives and Documentation Cell, and the Adventure Club.