YEARLY STATUS REPORT - 2023-2024

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	sraboni.roy@asutoshcollege.in
• Address	92 S. P. MUKHERJEE ROAD KOLKATA 700026
• 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 SRABONI ROY**	
• Phone No.	**03324554504**	
• Alternate phone No.	**03324554599**	
• Mobile	**9836211055**	
• IQAC e-mail address	**iqac@asutoshcollege.in**	
• Alternate Email address	**sraboni.roy@asutoshcollege.in**	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://asutoshcollege.in/new-web/pdf/aqar/AQAR-REPORT-2022-2023.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 DR SUBHADIP GUPTA	WBDSTBT (Government)	2023	68000
ASUTOSH COLLEGE	RESEARCH PROJECT OF DR SAYANI MUKHOPADHYAY	Non-Government,Deanship of Scientific Research at King Khalid University,Saudi Arabia	2024	1114000
ASUTOSH COLLEGE	RESEARCH PROJECT OF DR KEYA GHOSH	DSTBT GOWB	2023	216532

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	4	
• 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)

•Launching of two apps for students and staff respectively through Google Playstore.

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

•Organized financial literacy and investor awareness programme for teaching and non-teaching staff in association with SEBI.

•Introduced research seed money grant for teaching staff to incentivize research.

•Organized several programmes/events to encourage and enhance skill development of students, teaching, and non-teaching staff.

•Arranged for research scholars form other colleges/ universities/ research institutes to use equipment in our laboratories, including the BOOST laboratory.

•Arrange internship programmes for students of other institutes.

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
Consolidate already introduced sustainable practices and skill development initiatives based on B. Voc. programmes in the second campus at Bhasa, 24 Parganas (South).	Successful designing of a comprehensive Summer internship programme for Semester II students of the 3-year MDC BA and BSc programmes, comprising modules on sustainable practices with employment-generating potential like rainwater harvesting, aquarium construction and ornamental fish farming, mushroom cultivation, solar power generation and biogas generation in the Bhasa campus.
Encourage departments to organize seminars/ webinars on research methodology/ IPR/ entrepreneurship in collaboration with the Research & Development Cell, and Entrepreneurship Cell to incentivize and encourage research, creativity, start-up initiatives respectively.	All departments successfully organized seminars/ webinars on either Research Methodology or Intellectual Property Rights (IPR), or Entrepreneurship in association with the Research & Development Cell or the Entrepreneurship Cells. Some of these include the two-day national-level workshop on Research Methodology and Intellectual Property Rights (16 & 17 February 2024) organized by the Department of Journalism and Mass Communication in association with the Research & Development Cell, and the Invited Lecture Series on Entrepreneurship and Skill Development: Prospects and Challenges (8 December 2023), organized by the Department of Economics in association with the Entrepreneurship Cell.
Focus on research initiatives by faculty and students.	Introduced Research Seed Grant by the institution for faculty.
Introduce skill development programmes for students and	A clutch of online skill enhancement courses for

staff.	students, teaching staff and non-teaching staff was launched in February 2024. The Asutosh College – PIBM (Pune Institute of Business Management) Skill Centre Coordination Committee in association with the Committee for MoU Activities and IQAC organized a Professional CV Writing Workshop for students in online mode to hone their CV writing skills (11 May 2024).
Consolidate collaborative activities with MoU partner institutions.	A strategy planning meet with the college's collaborating institutions under Memoranda of Understanding, 'Synergising for the Future' was organised on 6 January 2024, to create an open forum for discussion and proposals for enhancing collaborative curricular and co-curricular including extension activities between institutions.
Initiate more activities with 'spoke' schools and colleges of the Asutosh College 'Hub'.	Many well-planned activities of both curricular/ academic and co-curricular in which the 'mentoring' role of the college was prominent, were successfully organized by the Asutosh College Hub Centre. A few of these include: • Sessions on stress management and counselling for mental health were conducted by the Department of Psychology on 4 January 2024, as part of the Students' Week Celebrations (2 – 8 January 2024) • A multifaceted programme involving cultural exchange, entrepreneurship and career guidance entitled 'Muktodhara' was organizedon 12 February 2024, in association with the Cultural Unit, Placement and Entrepreneurship

	Cells, Students' Union, and the NSS unit for all 'spoke' colleges of the Asutosh College Hub. • An international seminar, 'Myriad Facets of India's Partition' was organized on 3 May 2024, by the departments of English and History in collaboration with corresponding departments of Harimohan Ghose and Syamaprasad Colleges, both 'spoke' colleges within the Asutosh College Hub, and the Asutosh College Hub Committee. • A hands-on training on soap preparation was conducted by the departments of Botany and Chemistry in association with the Committee for Extension Activities, and the NSS unit on 13 May 2024, for students of one of the 'spoke' schools in the Asutosh College Hub.
Focus on strategies for women empowerment and gender equity.	Four women achievers drawn from diverse fields including academics, administration, media, and social welfare were felicitated and their achievements recognized through a special award to mark International Women's Day.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	29/01/2025

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	19/03/2024

15.Multidisciplinary / interdisciplinary

The college organised various multidisciplinary and interdisciplinary lectures, seminars, and workshops throughout the year to enrich the academic environment and promote holistic development among students and faculty. The Boost Laboratory Committee in association with the Department of Botany organised a seminar on "Commercial Utility of Herbal Plants in relation to development of Social Entrepreneurship outreach Programme for Training Underprivileged People of the Society" emphasizing the potential of herbal plants in promoting sustainable livelihoods. The Department of Environmental Science conducted a special lecture on "Air Pollution and Climate Change" and a seminar on "Planet vs Us" which are most relevant today. The Women Empowerment (Gender Equity Cell) in association with the Departments of Psychology and Sociology, Students' Union and IQAC conducted a seminar on "Violence against Women: Sociological and Psychological Perspectives" to analyse gender-based violence through sociological and psychological lenses, raising awareness and encouraging gender equity. The Departments of English and History organized an international seminar 'Myriad Facets of India's Partition' to focus on the intertwining of the social sciences and literature in the context of historical events. The Yoga Therapy unit conducted a workshop on Workplace Stress Management to find a way out of this serious issue. The Eco Club organised an interesting seminar on "Business Opportunities with Sustainable Goals" to make students interested in Green Entrepreneurship. The Placement Cell organised a seminar in association with Brainware University on "Career Katha" to help students identify their interests and strengths and expose them to a diverse range of opportunities to build experience and clarity about their goals. Cultural celebrations were a key aspect of the college's activities and the birthdays of Swami Vivekananda, Netaji Subhas Chandra Bose, Sir Asutosh Mookherjee, Dr. B. R. Ambedkar,and Rabindranath Tagore were celebrated with enthusiastic participation by both students and faculty. National events like Van Mahotsav, Vasa Diwas, Republic Day, and Independence Day were celebrated with fervour, instilling a strong sense of cultural pride.

16.Academic bank of credits (ABC):

Academic Bank of Credits (ABC) is a digital platform related to academics, which allows students to avail the benefit of multiple entries and exit during the chosen programme, and enables credit

transfer. We believe that it will be highly beneficial to slow learners or students with financial or other constraints since it provides flexibility to students to learn as per their ability and convenience. Under the newly-implemented Curriculum and Credit Framework (CCF) of the National Education Policy (NEP) 2020, the benefits of the ABC system will be realized with the DigiLocker portal as interface. Asutosh College, affiliated to the University of Calcutta, adheres to the curriculum framework and syllabi as approved by the University. The first batch of students under CCF have taken admission in the current session. The College also follows the directives of the Higher Education Department, Government of West Bengal and the affiliating University regarding the implementation of ABC system.

17.Skill development:

The National Education Policy (2020) highlights the vital role of skill development in education, and Asutosh College has proactively embraced this vision by conducting a range of skill-oriented certificate courses for the students. These courses are designed to complement the academic curriculum while equipping the students with practical skills that enhance their employability and prepare them for professional challenges. The college has implemented three compulsory certificate courses. These include: Basic Computer Course & Web Designing in the 1st Semester Soft Skills & Communication Development in the 3rd Semester Career Counselling and Training Programme in the 5th Semester To address the growing demand for technological competence, the college ensures that students are introduced to essential computing skills early in their academic journey through the certificate course in Basic Computer Course & Web Designing. The college also emphasizes the importance of communication and interpersonal skills through the certificate course in Soft Skills & Communication Development. The certificate course in Career Counselling and Training Programme is designed to equip students with essential career planning skills, helping them explore potential career paths and enhance their readiness for the competitive job market. The college had also in two phases, first in 2022 and then in 2024, introduced 23 Optional Job-oriented Certificate Courses, for students in the 2nd, 4th, and 6th Semesters. These courses, offered by various departments, encourage students to explore topics beyond their core curriculum, broadening their career prospects and even opening doors to self-employment opportunities. Skill development is also seamlessly integrated into the regular undergraduate and postgraduate curricula, as per the guidelines of the University of Calcutta. This holistic approach ensures that students receive a well-rounded education while having

ample opportunities to acquire specialized skills that complement their academic proficiency.

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

The National Education Policy highlights the importance of providing students with a comprehensive understanding of India's cultural, historical, and future aspirations— "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) In alignment with this vision, Asutosh College recognizes the value of integrating the Indian Knowledge System into the curriculum. This approach ensures that students gain an appreciation of the nation's rich cultural, historical and linguistic heritage while understanding the relevance and diversity of traditional Indian knowledge systems. Reflecting its mission to provide an inclusive education, the college follows a bilingual teaching approach for most of the courses, apart from the language-specific programmes like Bengali and English, where the respective language is used as the primary medium. While English serves as the primary medium of instruction, teachers often explain concepts in Bengali and, if necessary in Hindi for the convenience of students from diverse linguistic backgrounds. Reference materials and reading resources are also provided in Bengali for students who opt to write examinations in their mother tongue. The college is home to several language and literature departments, including Sanskrit, Bengali, and English, each offering comprehensive programmes that delve into the richness of linguistic, literary, and cultural traditions of India. In addition to the core academic programmes, Asutosh College has also introduced several interdisciplinary certificate courses open to students across all disciplines in the online mode. These include courses on "Herbal Plants: Benefits and Scope", "Wildlife Conservation in India", "Apiculture and Sericulture", and "Travel and Tourism". These courses provide students with both theoretical and practical knowledge rooted in India's rich heritage. Extension activities are also geared towards familiarizing students with India's rich cultural heritage. The college places great emphasis on physical and mental well-being. Regular yoga sessions are conducted for students and faculty, promoting the idea of a balanced and healthy lifestyle, which contributes to personal and professional development. The medicinal plants garden at Bhasa campus serves as a vital resource for exploring Ayurveda and India's traditional healing practices. Although the cyclonic storms like Amphan and Yash, have caused significant damage to the medicinal plants garden,

extensive restoration efforts are currently in progress to restore it as a hub for hands-on learning, knowledge exchange, and research.

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

Outcome-based education (OBE) is a student-centric teaching method designed to facilitate development of both knowledge and skills of students. Assessment and feedback are key to OBE. Ideally, by the end of the educational experience, each student should have achieved the desired goal. Implementation of OBE in Asutosh College includes: 1. Using clearly defined learning outcome statements to familiarize students with what is expected to be achieved at the end of a course or programme. The outcomes of different Programmes and Courses are prominently displayed in the website, and are also discussed with students as part of departmental orientation and mentoring sessions. 2. Providing learning activities that will help he student to reach these outcomes: i. Career Counselling and Training Programme - to assist the students in identifying and directing their potential towards appropriate ends, thereby enabling them to make informed career decisions. ii. Soft Skills and Communication Development Course - to improve the listening abilities 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. The Department of B.Voc of Asutosh College offers diploma/advanced diploma/degree on - B.Voc Software Development and B.Voc Industrial Aquaculture and Fisheries. 4. Assessing the extent to which the student meets these outcomes through the use of various assessment methods apart from conventional evaluation methods through class tests and tutorials. 5. 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). 6. Asutosh College Industrial Safety Engineering - Certificate Course on Advanced Diploma in Industrial Safety (ADIS) for students.

20.Distance education/online education:

The Asutosh College Post-Graduate Study Centre offers numerous remote learning courses through distance learning under 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 IGNOU Learners' Support Centre are held in the Main Building, ACTC Building and Humanities Building. PG Psychology, Sociology and Public Administration classes are held in blended mode. The College serves as an examination centre for IGNOU. The College also serves as the Practical Support Centre for UG Geology. Practical classes are held in offline mode. Online Education Online teaching-learning via platforms like Google Meet and Classroom, Zoom is practised. 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. Some members of faculty have their own websites for facilitating online support for teaching activities.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	976

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

2.Student

2.1 Number of students during the year	5765

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	2016

File Description	Documents
Data Template	View File

2.3	**1737**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**193**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

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

File Description	Documents
Data Template	View File

4.Institution

4.1	**69**
Total number of Classrooms and Seminar halls	

4.2	**928.4**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**318**
Total number of computers on campus for academic purposes	

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

A well-planned effective method is designed by the Academic Subcommittee of the college at the beginning of each academic session, ensuring academic advancement of students:

- Syllabus is provided to the members of faculty by the HODs, and allotment details recorded in the departmental meeting books as minutes.

- Class routines are distributed at the beginning of each semester and regular classes conducted by all departments, adhering to the master routine.

- Teaching plans, class routines, routine analyses and progress reports are submitted to the Academic Subcommittee to ensure timely completion of curriculum.

- Excursions, Field work are also conducted following the course curriculum.

- Class tests are conducted through the LMS to monitor the progress of students.

- Aptitude tests are conducted to identify slow and advanced learners.

- Remedial classes are arranged based on class tests to provide support to slow learners.

- Conventional teaching is augmented by the integration of technologies involving use of ICT tools .

- Examination results are analysed by departmental faculty, and strategies for improvement discussed in the HOD meetings with the Principal.

- Students access books from central and seminar libraries, with all records carefully documented.

- Twenty-six certificate programmes are offered to the students for their academic and professional growth.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/1/1.1.1%20-%20ADDITIONAL%20INFORMATION.pdf

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

In order to carry out the Continuous Internal Evaluation (CIE) in both Undergraduate (UG)

and Postgraduate (PG) courses in accordance with the academic calendar, the following

activities are conducted:

? Every department adheres rigorously to the academic calendar in order to complete

the teaching-learning, and evaluation processes.

? Before the end-of-semester examinations, internal assessment examinations are

conducted centrally. The college website publishes the relevant information and has

accurate documentation of the internal examination procedure.

? Departments conduct regular assessments (class tests through LMS) to monitor and

evaluate each student's academic progress effectively.

? Tutorial and remedial classes are organised to enhance the performance of the

advanced learners and to assist the slow learners in improving their academic

performance.

? Other methods for CIE besides standard examinations include:

? Home assignments for students

? Project work and presentation by the students

? Fieldwork and industrial trips

? Extracurricular educational activities

? Presentation of dissertation/research work by PG course students

? Group discussions

? Placement Cell-organized mock interviews

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/1/1.1.2%20-%20ADDITIONAL%20INFORMATION.pdf

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 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	**A. All of the above**

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

52

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)

13

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

4640

File Description	Documents
Any additional information	View File
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 organises regular seminar lectures that cover important issues such as environmental sustainability, human values, and gender sensitization, with resource persons from relevant fields leading the discussions.

- In the 2023-2024 academic session, 34 lectures were organised where resource persons addressed diverse topics, including Religion and Politics in the Vedic Era, Feminism and Postmodernism, Geography during Harappan Civilization, River Ganga, Media Literacy, Community Radio, Essentials of Personal Branding, and more. Additional materials related to these lectures are included in the submitted file.

- Various extension activities and outreach programmes are organised by the different departments/ committees/ units throughout the year, such as tree plantation drives, industrial visits, and counselling sessions.

- Initiatives are aimed at promoting professional ethics, environmental sustainability, gender sensitivity, and human values among students.

Through these hands-on experiences, students gain valuable practical knowledge and are encouraged to confront and engage with real-world challenges outside the classroom.

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

74

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	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

3282

File Description	Documents
Any additional information	View File
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 Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://asutoshcollege.in/new-web/AQAR-Supporting-Documents-Criterion-1-23-24.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	

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://asutoshcollege.in/new-web/AQAR-Supporting-Documents-Criterion-1-23-24.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

2137

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

770

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

Performance of the students who have registered for an academic programme either at the undergraduate or postgraduate level are evaluated on a continuous basis by the concerned faculty members.

Initially, to assess the learning level of all students, an aptitude test is conducted by each department. Based on their performance in the aptitude test, students are categorized as advanced and slow learners. Keeping in mind the students' academic potential, their socio-economic background and their respective aptitudes, teachers use an inclusive method of blending traditional chalk and board with novel pedagogical methods to make learning experience more effective amongst all students.

The following programmes are taken up for Advanced learners:

- Project Assignment

- Student Seminar

- Participative Learning

- Dissertation

- Attending Conference/Seminar

- Presenting paper

- Experiential Learning

- Hands-on Training

The following programmes are taken up for Slow learners:

- Remedial classes

- Learning/Study material preparation

- Audio -Visual Tutorial classes

- Mentoring by Faculty members in small clusters

- Encouraging Library reading outside class hours

- Tutoring classes

- Conducting regular mock tests through LMS portal

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/2/2.2.1%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
5765	193

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 of the effective methods adopted are:

- Holding Class tests after completion of teaching assignments to assess understanding of students and guide them accordingly;

- Organizing Students' seminar, poster presentations, extempore competition, flipped classroom teaching;

- Organizing Science/ Earth/ Poetry/ Environment Day presentations for increasing levels of confidence, improving communication skills and instilling interest in diverse areas of knowledge;

- Arranging Internship programmes for students of all departments;

- Exposure to experiential learning in the form of educational tours and field visits;

- **Organizing Industrial visits by students;**

- **Alumni talks to encourage and incentivize current students.**

File Description	Documents
Upload any additional information	<u>View File</u>
Link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/2/2.3.1%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. Wi-fi enabled college-campus allows students and teachers to easily access the Internet and use online tools and resources along with textbooks. The different ways of implementing ICT-enabled teaching-learning process are:

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

- **Google Classroom set up for different semesters to provide study material and assignments.**

- **PowerPoint Presentations shown in classes.**

- **Tutorial assignment submission/ class tests through LMS portal.**

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

- **Classes 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 players, 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 uses 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	View File
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

196

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
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

193

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

126

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

1650

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.

- Asutosh College, affiliated to The University of Calcutta strictly follows the evaluation guidelines of internal assessment given by the Undergraduate and Postgraduate Boards of Studies of University of Calcutta respectively.

- All Circulars/Notices issued from the Office of the Controller of Examinations, University of Calcutta, are uploaded in the College website. Departmental Heads are also intimated so that students can be informed in classes.

- A designated Examination Committee in the college makes arrangement for conducting the internal assessment examinations.

- Examination process involves preparation of question papers, evaluation of answer scripts, submission of marks against award lists provided by the University of Calcutta within stipulated time.

- Apart from an internal assessment test of 10 marks as per University of Calcutta guidelines, students are regularly assessed through class tests, tutorials.

- Mock-tests are taken by teachers for slow learners identified by aptitude tests.

- Tutorial marks after assessment are also uploaded in the University portal.

- If any inadvertent error is found in the process, the college authority ensures prompt action and the rectified marks are forwarded to the University.

File Description	Documents
Any additional information	[View File]()
Link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/2/2.5.1%20-%20ADDITIONAL%20INFORMATION.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 regular communication is maintained with the office of the Controller of Examinations, 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.**

- **A drop box has been kept in the college corridor to submit exam-related grievances. The drop-box is regularly checked and letters of grievance forwarded to the concerned departmental heads who deal with them.**

- **Students can also discuss with their respective departmental teachers or/and the college authority for their examination-related grievances.**

- **In case marks uploaded need revision after scrutiny or re-examination, the rectified marks are submitted to the University following guidelines of the University of Calcutta.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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 initiative is taken to ensure that students are

familiarized with the objectives and outcomes of each course. Programme/ course outcomes can successfully guide students to choose the right career, in academia or any other professional/ technical fields.

The programme outcomes are communicated to the students through the College Prospectus, which is also displayed on the College Website. Students are informed about the PO/CO during orientation programmes and also during informal classroom discussions. Alumni lecture series are also arranged to enhance their understanding of the programme outcomes. Departments organize regular workshops, seminars, popular lecture series, experiential learning and conferences to communicate the career prospects of the programmes offered by the college.

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

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/2/2.6.1%20-%20ADDITIONAL%20INFORMATION.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. The program outcomes of our college are assessed based on the placement of students in industry including various corporate and government organizations, performance in national level competitive examinations, and progression to higher studies. This year, around 48 students from the different UG and PG programs secured placements. The college Placement Cell also plays a crucial role by organizing placement drives. Additionally, a significant number of students have shown interest in pursuing higher studies in national and international institutions, with

approximately 286 students documented as having enrolled in Master's and Ph.D. programs. Moreover, 86 students successfully cleared national level competitive examinations such as NET, SET, GATE, JAM, IELET and other civil services entrance. To enhance placement opportunities and prepare students for higher studies, the college offers certificate courses in basic computer and soft skills. Career Counselling is also offered through a certificate course in the 5th (penultimate semester). In this academic session, several students enrolled in these courses, reflecting their commitment to personal and professional development.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/2/2.6.2%20-%20ADDITIONAL%20INFORMATION.pdf

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

1369

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	No File Uploaded
Paste link for the annual report	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/2/2.6.3.1%20-%20ANNUAL%20REPORT%20OF%20RESULTS%20OF%20UNDERGRADUATE%20AND%20POSTGRADUATE%20PROGRAMMES.pdf

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)

https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/2/2.7.1%20-%20STUDENT%20SATISFACTION%20SURVEY.pdf

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)

3.34532

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

3

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

2

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	Nil

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 Asutosh College is one of the pioneering institutesof modern education in India and is the pivot ofan environment of academic excellence, modernism and knowledge transfer. Asutosh College disseminates research findings and promotes knowledge exchange by organizing seminars/webinars, conferences, and workshops on research methodology, IPR and entrepreneurship. Through its Research and Development Cell the college assists faculty members in securing external research funding and grants, endorses procurement of modern analytical instruments through BOOST, RUSA2.0, DST-FIST and other grants, approves research seed grants, and facilitates publication of books of selected research-level articles written by faculty members. The Centurion (Teachers' Council journal), Critical Studies in Science, Critical Studies in Humanities, and two recently launched online journals, namely Sayam (Science) and Sabita (Humanities) encourage research-level activities. Asutosh College also organizes outreach activities and educational initiatives for raising awareness about academics including research and of the new emerging techniques in digital education highlighting their potential implications. Through formal understanding (MoU) with different colleges, Asutosh College is in a continuous process of knowledge transfer and exchange. To make students capable and industry-equipped, Asutosh College Training Centre works as an incubation centre. The Placement Cell helps students in finding job openings.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

23

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
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

3

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

43

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

125

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

Extension Activities carried out during the period: July 2023—June 2024

- **11th and 21st September 2023: The Botany department arranged a seminar-cum-workshop in two phases for the underprivileged people of Alokdishari NGO, teaching them techniques of utilizing herbal products commercially (preparing herbal tea, soap and colours).**

- **26th September 2023: The NSS unit organized a Dengue Awareness programme in Patuapara.**

- **6th October 2023: The department of Zoology reached out to the elderly at Nabanir old-age home in Chetla.**

- **15th September 2023, 30th January & 28th March 2024: Food distribution camps were organized by English, History and**

Mathematics departments in areas adjoining college.

- **22nd March 2024:** The department of Economics organized an extension activity among the students of Santoshpur Rishi Aurobindo Balika Vidyapith on 'Water, Sanitation and Hygiene (WASH)'.

- **25th April:** Rehydration campaign 'Jolsotro' organised by the Biochemistry department.

- **29th April 2024:**

(A) The department of Geology participated in a Knowledge-transfer-cum-extension activity among the students of the New Horizon High School, Bhowanipore, to ignite their interest in the field of Geology, demonstrating its real-world applications.

(B) The NSS unit, working with Statistics and B.Voc. departments, conducted a seminar in our Centenary Building to educate students about plastic pollution and sustainable solutions.

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

5

File Description	Documents
Any additional information	View File
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

28

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

667

File Description	Documents
Report of the event	View File
Any additional information	View File
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

4

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
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

54

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 is well-equipped in terms of infrastructural facilities to ensure and sustain quality in higher education. The college administration persistently makes optimum effort for effective utilization of physical and academic facilities to enhance the teaching-learning experience.

The main campus of the College, situated at 92, SP Mukherjee Road, Kolkata 700026, hosts the Main Building with the Asutosh College Training Centre, Humanities Building, Centenary Building and Research Centre in close proximity.

The administration is committed to transforming the second campus, located in Diamond Harbour Road, Bhasa, South 24 Parganas, 743503,

into a truly green campus.

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

- **Well-maintained classrooms**

- **Professors' room, non-teaching staff room**

- **Classrooms with computers and projection facilities**

- **Well-equipped laboratories**

- **Well stocked Central Library, reading libraries and subject-specific seminar libraries**

- **Wi-Fi enabled campus**

- **Seminar halls**

- **Computer centres**

- **Asutosh College Training Centre**

- **Research Centre**

- **Postgraduate Study Centre**

The College has initiated a Cloud-based Education Management System to digitize and streamline all 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/2023-2024/4/4.1.1%20-%20PHOTOGRAPHIC%20DOCUMENTATION.pdf

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

Asutosh College is known as the nursery of sporting talent and has achieved numerous records in sports. The college offers ample facilities on campus for

- cultural activities

- outdoor sports

- indoor games

- yoga

Students are encouraged to participate in and are acknowledged fittingly. The Asutosh College Athletic Club, Maidan tent situated in the sporting hub of the city, with an area of 850 square-feet provides outdoor games facilities. Students' Common Room, both in the College and the hostel, has indoor games facilities for students to enjoy their time after the class hours.

The Syamaprasad Gymnasium, equipped with modern equipment and facilities, provides a supportive environment for holistic development by prioritizing health and fitness.

The College has Yoga Therapy Unit, Women's Karate Unit, Rowing Unit, Adventure Club to imbibe strong and healthy body, mind and spirit.

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 events throughout the year providing ample opportunities for the students to develop their potential and to express their hidden talents. The Event Organizing Committee organises various events, both of national and international importance, throughout the academic year.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/4/4.1.2%20PHOTOGRAPHIC%20DOCUMENTATION.pdf

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)

38.06804

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 (60244) covering science, humanities, management, and vocational studies. The library also has audiobooks and braille books for visually challenged persons.

Asutosh College has five specific library segments:

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 – Second Campus, Bhasa.

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

Services:

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

2. N-List subscriptions and ProQuest Research Library, offering members access to extensive e-books and e-journals across various fields for enhanced learning and research.

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

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

5. Online Requisition

6. Feedback mechanism

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/4/4.2.1%20-%20LIBRARY%20AS%20A%20LEARNING%20RESOURCE.pdf

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)

11.34333

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

57.6

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 committed to fostering a secure and advanced IT infrastructure on campus, offering state-of-the-art facilities for students, faculty, and staff. The entire campus is Wi-Fi enabled, ensuring seamless connectivity for all stakeholders.

Classrooms are equipped withLCD projectors (nos. 55) and internet-enabled smart systems, including both Wi-Fi and LAN, facilitating interactive teaching and learning. The Centenary Building Seminar Hall features a 77-inch Smart Board with advanced management software for presentations, recording, and backups. Personal devices such as laptops and tablets can connect for direct interaction during events.

The college employs comprehensive enterprise resource planning (ERP) software to streamline key operations, including staff, fee, student, accounts, library, and store management systems.

Since 2021, the institution has subscribed to Google Cloud, providing institutional email IDs and cloud storage to faculty and staff. A robust CCTV surveillance system ensures safety across key areas of the campus.

In 2023-24, the college invested ?29,49,488 in IT advancements, underlining its dedication to modern education. This infrastructure promotes interactive learning, efficient management, and a secure academic environment, aligning with the college's vision of technological excellence.

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

4.3.2 - Number of Computers

318

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	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

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)

308.4417

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
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 an organized plan and procedure for maintaining and utilizing all of its physical and academic infrastructure.

LABORATORIES:

- **Maintained by respective Departments.**

- **Skilled Laboratory Assistants and Laboratory Attendants assist with maintaining stock registers, monitor equipment utilization, and ensure a clean, hazard-free environment.**

- **Laboratory safety rules and guidelines displayed in the laboratories.**

- Laboratory and E-Waste Management and Recycling Committee monitors the process of waste management.

LIBRARY:

- Central Library and Humanities Departments Seminar Library (Main Building), Reading Library (ACTC Building) and Centenary Building Library are managed by the Librarian and support staff members.

- Department-specific seminar libraries maintained by respective in-charges.

- The Library Committee reviews the activities.

SPORTS FACILITY:

- Ground along with a sports tent in Kolkata Maidan.

- The Bhasa campus has outdoor sports facilities.

- Indoor games amenities in the common room.

- 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 employees, supervised by administrative officials, consistently ensure 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

1648

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

123

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/
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

108

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

108

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 mechanism for timely redressal of student	A. All of the above

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

53

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

286

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

86

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.

31

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 university/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)

Asutosh College fosters leadership by actively engaging students in cultural activities and social service projects, creating an inclusive environment where their voices are valued. Facilities like the Students' Common Room and the Asutosh College Students' Union offer platforms for students to express their creativity and talent. Adhering to the University of Calcutta Statute, the college has a democratically elected Students' Union, ensuring students actively participate in administration and decision-making processes. The General Secretary serves as a member of both the Internal Quality Assurance Cell (IQAC) and the Governing Body, reinforcing the role of students in shaping institutional policies.

The college enriches the student experience by organizing cultural activities, competitions, debates, creative writing, and sports – both indoor and outdoor – encouraging engagement with Indian culture and contemporary issues. Furthermore, it promotes social initiatives and celebrates the birthdays of prominent Indian personalities and freedom fighters. These efforts emphasize the cultural and creative development of students while involving them in institutional governance. By combining academic learning with opportunities for creative expression and social responsibility, Asutosh College ensures the holistic development of its student community, preparing them to be well-rounded, socially conscious leaders.

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/5/5.3.2%20ADDITIONAL%20INFORMATION.pdf
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

27

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

- **The alumni of Asutosh College have made remarkable contributions in academics, research and industry.**
- **In the session 2023-24, alumni talks/lectures and meets were an integral part of the departments of Asutosh College, enthusing students to follow in the footsteps of their illustrious predecessors.**
- **These not only broaden the knowledge base of the students but also help them chart out their future career paths by acquainting them with the career/employment possibilities of their academic programme.**
- **The students are not only informed and taught on how to apply for Phd positions or post-doctoral positions both in India and**

abroad, but also come to know about the corporate and industry openings of the same.

- Financial contributions by the alumni generate the much-needed resources for infrastructural development of the college
- The Whatsapp groups between the departments with their alumni, facilitate interaction between students and their seniors for exchange of ideas and information

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/5/5.4.1%20ADDITIONAL%20INFORMATION.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ? 5Lakhs

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 envisions itself as a leading institution of higher education, distinguished both nationally and globally, grounded in the core values of Equity, Creativity, Endeavour, Discipline, and Perseverance. These principles serve as the metaphorical five senses, forming the perceptual framework through which the institution navigates the world of education.

In pursuit of this expansive vision, the college is committed to fostering an inclusive campus environment and embracing a holistic educational approach. This mission ensures that knowledge remains accessible to all, regardless of caste, religion, gender, or economic status, while also addressing societal demands by promoting skill-enhancing, need-based education.

The institution's dedication to inclusivity is reflected in its personalized attention to students from all backgrounds, ensuring

that no one is marginalized. Regular seminars disseminate knowledge across various disciplines, while online webinars, Google Classrooms, and official YouTube channels ensure continuous access to learning, even when physical presence is not possible. Academic programmes are enriched with vocational and industry-focused certificate courses to equip students with essential job-related skills. Moreover, yoga and meditation are integral to fostering the holistic development of students in both body and mind.

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/6/6.1.1%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 and participative management lie at the very heart of the college's administrative framework. Leadership is deeply committed to the idea that genuine engagement from all stakeholders is crucial for fostering long-term institutional growth.

1. **Delegation of Authority:** The Governing Body delegates decision-making to the Principal, who then shares responsibilities with various committees, ensuring that every staff member can contribute based on their expertise.
2. **Diverse Committee Composition:** Committees consist of both teaching and non-teaching staff, operating under the guidance of the IQAC to coordinate academic, co-curricular, and administrative functions.
3. **Departmental Autonomy:** Each department has the authority to organize seminars, programs, and events, aligning their initiatives with the college's overall vision.
4. **Collaborative Resolution of Issues:** Academic and non-academic concerns are addressed through committee meetings, fostering a collaborative environment.
5. **Student Representation:** Involving students in committees ensures that their perspectives are included in decision-making processes.
6. **Independence in Decision-Making:** Committees are empowered to make decisions within their designated areas, promoting accountability and initiative.

7. **Campus Management:** The appointment of Campus-in-charges for different campuses enhances effective management.

These practices both promote active participation among stakeholders and strengthen the sense of community, driving the institution's growth and well-being.

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/6/6.1.2%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

Effective use is made of the institutional strategic/perspective plan which calls for using cutting-edge teaching and learning techniques, forming partnerships, taking part in eco-friendly projects, and enhancing placement services all the while adhering to the institution's declared mission and vision. To establish a setting that supports faculty and student research, a special research centre for the humanities and sciences is being built. Through certificate courses, students are provided with regular curricular activities in addition to job-centric skill-based courses. Different journals like Sayam and Sabita, devoted respectively to science and humanities, Critical Studies in Science, Critical Studies in the Humanities and the Centurion are all a part of the college's research projects. Additionally, the institution has made a Research Seed Grant available to faculty members who want to carry out research. Research work presentations are encouraged by the financial incentive given to faculty members for presenting papers at conferences and workshops held. The goal of the Research Advisory Cell is to improve research within the organization. Transparency in all these activities is ensured through their regular publication in a quarterly 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/2023-2024/6/6.2.1%20-%20STRATEGIC%20PLAN%20AND%20DEPLOYMENT%20DOCUMENTS.pdf
Upload any additional information	No File Uploaded

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 of sexual harassment**
- **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 Teachers' Representatives, 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:`

`There are 64 committees and cells to supervise the overall functioning of the college.`

`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.`

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/6/6.2.2%20-%20ADDITIONAL%20INFORMATION.pdf
Link to Organogram of the institution webpage	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/6/6.2.2%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

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 the College.

6. Sparsha committee takes care of the present and 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

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/6/6.3.1%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

2

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

9

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

47

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:

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 comprise 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/2023-2024/6/6.3.5%20-%20ADDITIONAL%20INFORMATION.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 a Chartered Accountant appointed by the Government of West Bengal.

(1) 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/2023-2024/6/6.4.1%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)

2.65

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 (as course fees)**
- **Certificate courses and professional training-based courses beyond college hours**
- **Other sources**

Currently, twenty-six (26) certificate courses are being conducted in the college in addition to the conventional UG/PG courses.

Grants received as and when from both Central and State Governments are utilized for upgrading of facilities as mentioned below. Other sources for fund generation include overhead expenses from the research projects and donations from various sources.

The human resources of the college include all stakeholders - students, members of teaching and non-teaching staff, both permanent and contractual. Mobilization of funds is essential for staff recruitment, employee and student welfare, sustaining research, and infrastructural upgrading and renovation.

Generated funds and grants are utilized under four major heads:

1. Sustenance of human resources

2. Physical Infrastructural development of the college

3. Academic facilities of the college

4. 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

https://asutoshcollege.in/new-web/about-career-counselling.html

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/6/6.4.3%20ADDITIONAL%20INFORMATION.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

The IQAC of Asutosh College ensures the following:

1. Collaborating in all institutional activities organised by different cells and committees for better coordination;

2. Ensuiring that experiential learning programs and extension lectures are organised by all departments;

3. Coordinating Strategy planning and knowledge sharing activities between colleges and institutes having Memorandum of Understanding (MoU) agreement with Asutosh College.

4. Regular conducting of intra- and inter-departmental student seminars, workshops, quiz, debate, poster, slogan competitions and excursions.

5. Promoting the official YouTube channel showcasing lectures of high merit to enrich both students and faculty.

6. Coordinating publications covering scientific, environmental as well as literary work.

7. Approving and releasing Research seed grants for faculty members.

8. Ensuring gender equity in all activities, specially in administration.

9. Facilitating financial assistance for participation in seminars/workshops.

10. Coordinating professional development programmes for faculty and non-teaching staff.

11. Designing comprehensive Satisfaction Survey Forms which are shared in the college website for students, alumni and staff.

12. Facilitating Career Advancement for the teaching staff as per existing rules.

13. Preparing Annual Quality Assurance Reports (AQAR) for every session.

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/6/6.5.1%20-%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:

- Care is taken to ensure an environment conducive to academics.
- The IQAC steers the activities of the Academic Subcommittee which analyses the progress of all departments and suggests areas of improvement;
- Improvement in the digital library resources pertaining to e-books, e-journals and databases.
- Academic Calendar provided to the students by the college as well as the individual departments;

- Improvement in classroom set-ups, advanced laboratory infrastructure, encouraging critical thinking during project work, development of additional diploma / language / soft skills / certificate programmes organized;
- Automation of admission procedure
- Development of ICT tools to enhance teaching-learning process
- The Learning Management System (LMS) is being used to share study material and conduct examinations.

2. RESEARCH:

- Organization of Research Methodology lectures by all the departments.
- Applications for funds and grants for research are regularly encouraged;
- Research seed grant proposals invited from the faculty members and sanctioning of grants.
- SAYAM (with ISSN) and SABITA journals continue to be published online.
- Books (with ISBN) published in collaboration with Research and Development Cell.

File Description	Documents
Paste link for additional information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/6/6.5.2%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/activities/IQAC/IQAC-Events-2023-24.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

'Equity', one of the five core values of the institution, includes 'gender equity' that is actively promoted in all aspects of its functioning and is evident in its administrative policies. In a co-educational college like ours, gender diversity helps to enrich the work environment by making it more inclusive. All college forms include the Third Gender option, and sensitization workshops and special talks are regularly organized to change perceptions, address misconceptions. In keeping with an environment conducive to gender equity, female members of the teaching staff are increasingly being inducted in the administration, not on the basis of their gender identity, but because they are regarded as being equally competent as their male colleagues. The Women Empowerment Cell has broadened its scope of activities to include 'gender equity'. Child Care and Maternity/ Paternity Leaves are sanctioned readily as per Government rules. The Grievance Redressal Cell and the ICC are also active in addressing cases of gender discrimination if such cases arise.

File Description	Documents
Annual gender sensitization action plan	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/7/7.1.1%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/2023-2024/7/7.1.1%20-%20SPECIFIC%20FACILITIES%20PROVIDED%20FOR%20WOMEN%20IN%20TERMS%20OF.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

The College ensures waste segregation, recycling and reuse wherever possible. Waste is sorted into dry and wet categories with colour-coded bins. Safe disposal practice is ascertained to ensure minimum environmental impact. House-keeping members collect wastes followed by management of KMC-authorized personnel. Hazardous chemicals (though limited) are handled by trained professionals following stringent safety protocols. For waste paper collection, the vendors of Vital Waste collected various damaged documents, certificates, bills, old lab notebooks, exercise books, torn files, carton packages, old magazines, etc. The weight of 156.6 kg of waste paper was collected from different departments and office rooms. For e-waste collection the vendors visited different departments to collect damaged non-functional computer monitors, printers, scanners, wires, keyboards, CPU, UPS, resistance circuits, etc. The total weight of 140 kg was collected from different departments,

library, and office rooms. The strategies used for reusing water generated by AC systems include capturing and reusing condensate, regular maintenance and optimization, ensuring AC efficiency, using condensate for regular needs and educating and raising awareness among students so that they may take necessary initiatives. Canteen waste is processed into compost for herbal gardening. Students participated in Swachh Bharat Abhiyaan to improve solid waste management.

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	View File

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).

The stated mission of our institution is first of all, to 'ensure a campus environment that is inclusive, and non-discriminatory on grounds of any kind of specific identity'. Our students and our members of faculty hail from diverse linguistic/ religious/ cultural/ socio-economic/ ethnic backgrounds, which significantly enriches our campus experience.

- Important occasions including festivals specific to communities (religious/ linguistic/ cultural) are observed and celebrated with fervour and enthusiasm, like Agomoni (prior to Durga Puja), or breaking the daily fast during Ramzan with Iftar at the end of day;
- Students and staff enthusiastically participate in observing and celebrating International Mother Language Day, also known as Bhasa Shahid Dibas (21st February), International Women's Day (9th March);
- Gender sensitization programmes, webinars/ seminars on understanding challenges faced by people with disabilities are organized;
- Students are encouraged to join the NCC and NSS units, both of which are pro-active in our college. These help to foster a healthy, inclusive, tolerant on-campus environment.

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 a campus environment that upholds the values of India's Constitution. That rights and duties go hand-in-hand is something that underlies curricular, extension, and outreach activities. Students of Political Science Major attended summer internship under an advocate of Calcutta High Court on 'Judicial Literacy' aimed at raising awareness about different constitutional commitments. The six-month certificate course on Human Rights jointly conducted by the Departments of Philosophy and Political Science, is open to students from all disciplines. Students participate in 'Mock Parliament' sessions where they are made aware of constitutional obligations. Students are also encouraged to speak on different aspects of constitutional responsibilities in departmental/students' seminars. The NSS and NCC units organise multifarious activities concerning values, duties and responsibilities of citizens which play a significant role in raising awareness among students. 'Meri Maati Mera Desh' a programme of the Govt. of India, Ministry of Youth Affairs and Sports and Directorate of National Service Scheme was jointly organized by NSS and NCC on 14.08.23 for cultivating patriotic spirit among students. National Unity Day was observed by NSS on 31.10.23 fostering fellow-feeling among citizens with the faculty members' active participation.

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/2023-2024/7/7.1.9%20-%20DETAILS%20OF%20ACTIVITIES%20THAT%20INCULCATES%20VALUES%20_NECESSARY%20TO%20RENDER%20STUDENTS%20INTO%20RESPONSIBLE%20CITIZENS.pdf
Any other relevant information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/7/7.1.9%20-%20ANY%20OTHER%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, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above

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 college has had a rich tradition of celebrating/ observing days commemorating events/ themes, festivals, and birth anniversaries of illustrious personalities, of both national and international significance, who have helped shape human thought and society. In the recent past, our college celebrated the 160th, 150th, and 203rd, Birth Anniversaries of Swami Vivekananda, of Sister Nivedita, and

Iswar Chandra Vidyasagar respectively, and the 75th year of India's independence. Besides these, the Event Organizing Committee and Students' Union annually organize Vivekananda Jayanti (12th Jan., observed as National Youth Day), Netaji Jayanti (23rd Jan.), Republic Day (26th Jan.), Saraswati Puja (Vasant Panchami), Ambedkar Jayanti (14th April), University Foundation Day (24th Jan.), International Mother Language Day (21st Feb.), International Women's Day (9th March), Earth Day (22nd April), World Environment Day (5th June), College Foundation Day (17th July), Birth Anniversary celebrations of Sir Asutosh Mookerjee (our Founder) and Dr. Sarvepalli Radhakrishnan (5th Sep., Teachers' Day). The Tea Club since 2022 has been organizing Agomoni to usher in Durga Puja which has gained heritage status. Special occasions like Poila Baisakh (15th April, Bengali New Year's Day), Vijaya Dashami are also celebrated, making these an integral part of our vision of inclusiveness and holistic development.

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.

1. TITLE OF THE PRACTICE:

A. Sustainable Green Campus and Integrated Farming

B. Administrative reforms towards electronic and eco-friendly governance

2. OBJECTIVES

A. Integrated approach for agro-ecological sustainability providing socio-economic support;

B. Environment-friendly electronic governance of academics and administration at every level.

3. THE CONTEXT

A. Integrated, interconnected production system based on green practices of sustainable organic farming, aquaculture and livestock maintenance;

B. Optimal resource utilization at all academic and administrative levels for sustainable resource management.

4. THE PRACTICE

A. Integrated farming mediated greater production from aquaculture, livestock, and organic vegetable cultivation generating necessary employability and livelihood with supporting advantages of green campus;

B. Blended teaching-learning with LMS, webinars, google classrooms, online admission,grievance redressal, data management and maintenance, dynamic website, exclusive YouTube channel, biometric attendance.

EVIDENCE OF SUCCESS

A. Successful fish and duck culture, production of fish seeds, organicvegetables, rural employment, revenue generation towards sustainable development;

B. Major shift to ICT and smart classrooms, digitized library, electronic maintenance of official and laboratory records and data.

5. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

A i. Larger space and infrastructure to improve'sustainability' concept;

ii. Greater exposure under trained personnel withexpertise.

B. More technical support, upgraded equipment, training methods, uninterrupted high-speed Internet and Wi-Fi coverage.

File Description	Documents
Best practices in the Institutional website	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/7/7.2.1%20-%20DESCRIBE%20TWO%20BEST%20PRACTICES%20SUCCESSFULLY%20IMPLEMENTED%20BY%20THE%20INSTITUTION%20AS%20PER%20NAAC%20FORMAT%20PROVIDED%20IN%20THE%20MANUAL.pdf
Any other relevant information	https://asutoshcollege.in/new-web/pdf/AQAR-Supporting-Documents/2023-2024/7/7.2.1%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, a Tea Club initiative, and our institution's mark of distinctiveness, aims at the overall well-being of the college staff members – both present and retired.

Birthdays of current members of staff, teaching and support, are celebrated with token gifts of appreciation. Committee members keep track of related data needed for this activity which is documented with geo-tagged photos and uploaded in the college website.

Retired faculty members are also taken care of. A working database of retired teachers is maintained, and committee members deputed to visit them personally or contact them over telephone. Digital recordings have been made in some cases and preserved in the archives.

An annual get-together programme is organised every year by the Tea Club on the last working day before winter recess, and since the last few years team Sparsha has been active as co-organiser. The first volume of a collection of memoirs by teachers, current and former, and also called Sparsha, was published in December 2023.

In today's world, a good working environment is a prerequisite for discharging one's duties well and Sparsha is committed to ensuring that environment in Asutosh College, so that the workplace can truly become a second home.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Curricular and Co-Curricular Development:

1. Increase opportunities for internship and experiential learning in keeping with the vision of NEP 2020;

2. Upgrade ICT facilities further for enhancing curriculum delivery;

3. Special attention to be given to slow learners to improve academic performance;

4. Encourage and incentivize research-level activities including publication;

5. Proceed with the ISSN application of SABITA, the online journal for studies in the Humanities, already launched under the aegis of the Research and Development Cell;

6. Engage students in extension activities with greater socio-economic impact;

7. Initiate and encourage small-scale entrepreneurship by students of the Industrial Aquaculture and Fisheries (B. Voc);

8. Re-stock Sushrut, the medicinal plants garden in the second campus at Bhasa;

9. Design collaborative strategies with MoU partner institutions to enrich curricular and co-curricular campus experience for both students and teaching staff.

Administrative Planning:

   1. Devise more efficient data management and maintenance system preparatory to the introduction of the new binary system of accreditation of institutes of higher education by NAAC.
   2. Streamline the committees/ cells/ units for greater effectiveness.