



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution	
	TARA DEVI HARAKH CHAND KANKARIA JAIN COLLEGE
• Name of the Head of the institution	Dr. Mausumi Singh Sengupta
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03325326056
• Mobile No:	9830892492
• Registered e-mail	principalthk@gmail.com
• Alternate e-mail	principalthkjc@gmail.com
• Address	6, Ram Gopal Ghosh Road, Cossipore
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700002
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	University of Calcutta				
• Name of the IQAC Coordinator	Dr. Suchismita Das				
• Phone No.	09831898703				
• Alternate phone No.	09831378911				
• Mobile	09831898703				
• IQAC e-mail address	iqac.thk@gmail.com				
• Alternate e-mail address	suchismitad76@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.thkjaincollege.ac.in/IQAC/AQAR-2021-22.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.thkjaincollege.ac.in/Academics/download/AcademicCalendar2022-23.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.59	2016	02/12/2016	01/12/2021
6.Date of Establishment of IQAC			18/01/2012		
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	
0	0	0	0	0	
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	5	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Submission of DCF-II (under AISHE) 2. Participation in NIRF 3. E-waste disposal through proper mechanism as per E-Waste Management and Handling rules; through "Old N furniture"; Government authorized agent. Certificate received on 26th June, 2023 4. Contributed in signing of MoU and in collaborations with other colleges 5. Several Certificate courses were organized for students</p>		
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	
Participate in NIRF	Participated	
Develop proper mechanism for disposal of e-waste	E-waste was disposed through Govt. authorized agent	
2(f) and 12B recognition from UGC	2(f) recognition received from UGC	
Organize faculty enrichment program	One-day Faculty enrichment program was organized on teaching learning pedagogy	
13.Whether the AQAR was placed before statutory body?	Yes	
<ul style="list-style-type: none"> Name of the statutory body 		

Name	Date of meeting(s)
College Governing Body	24/02/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	07/03/2024

15. Multidisciplinary / interdisciplinary

The Vision of THK Jain College is to regulate quality education to develop human resources in our nation as global citizens. The college emphasizes a future employment program among all the students. Existing academic programs in different subjects have been redesigned to include multidisciplinary/interdisciplinary elective courses in the syllabi like Commerce Applications and Management, Dimensions of Economics, Econometrics and Cost Analysis. National Service Scheme (NSS) observes World Yoga Day, and World Environment Day to build initiatives and inculcate social awareness and responsibilities. Several lecture sessions on Issues of Women's Health and Blood Donation camp was organized to disseminate the knowledge of social responsibility.

16. Academic bank of credits (ABC):

To accommodate the University of Calcutta guidelines to incorporate the ABC system, the College has digitized the records of students' performance and has made preparations for immediate implementation.

17. Skill development:

THK Jain College provides an education that includes several courses catering for the importance of soft skills, teamwork, problem-solving, decision-making, analytical thinking, etc. The college already maintains the practice of providing quality vocational education through its collaboration with industry. Students also develop managerial/leadership skills, planning and entrepreneur skills, and interpersonal skills by participating in co-curricular activities, and organising events on/off campus.

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

The College has maintained a practice of celebrating and incorporating the Indian Knowledge system by promoting the teaching of the Indian Language in the undergraduate programmes through the Ability Enhancement Course which offers choices among Hindi, Bengali

and English, celebrating Yoga Day and observing Mother Language Day which is observed on the 21st of February.

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

Outcome Based Education ensures that the outgoing students are well-equipped with skills and effective knowledge to pursue their careers in their future endeavours. The College conducts a Course end Survey with the students which helps refine the COs further.

20.Distance education/online education:

The college took great initiative to adapt itself to a blended/online mode of learning during the pandemic. The college developed a user-friendly Learner Management System (LMS), called e-shikshakrom through which learners can access internal assignments and examination information, digital self-learning materials, etc. Also, the services of Google Classroom have been incorporated for the students for ease of accessibility. Students also access information from the college website regarding classes, university examinations and admission procedures. Regular communication with students is established through messages via WhatsApp groups

Extended Profile

1.Programme

1.1	342
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2921
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	56
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File
2.3	967
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	45
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	45
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	36
Total number of Classrooms and Seminar halls	
4.2	383.51
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	214
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

The College follows the Academic Calendar and curriculum based on UGC and the parent University guidelines. The Academic calendar is uploaded on the college website for viewing by all stakeholders. The departmental time-table for classes is prepared and shared with the students.

Before commencement of each semester, departments held meeting for distribution of syllabus/classes amongst the teachers. Teachers prepare their teaching plans through LMS for timely completion of the syllabus before the end-semester exam. For regular assessment of the students; assignments are given and question-answer sessions and class tests are held. Special classes, webinars/seminars and various student activities (oral/model/poster presentations, debate, quiz) are organized to augment the interest of the students. Teaching materials such as notes, PowerPoint presentations, scanned copies of text books are shared with the students through LMS/Google classroom/emails.

After completion of exam, feedback and suggestions are collected from students based on teaching-learning ambience, evaluation and curriculum. The feedback and the suggestions are analyzed and discussed and shared with the Principal and GB members. The teachers may sometimes discuss or share with the BOS members if necessary.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.thkjaincollege.ac.in/IOAC/AOAR2022-2023/1_1_1-Effective-Curriculum-Delivery-2022-2023.pdf

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

Following preparation of the Academic Calendar, the college ensures that it is followed by every department for completion of the syllabus. For the newly admitted students, an 'Orientation Program' is held for guiding them on the CBCS pattern, syllabus, examination pattern and the scope of the course. The students are shared with the departmental class schedule, list of books that need to be bought. Students are asked to join the google classrooms and LMS for regular getting regular update of notice, study materials and exam

schedule.

After two years of online classes, it was challenging for the teachers to encourage the students to come to the college on a regular basis, which was affecting their performances.

For continuous evaluation of students, students are assessed through class tests and various assignments (MCQ pattern and subjective questions). Question-answer discussion and revisions are carried out keeping in compliance with the academic calendar. Additionally, the teachers organize students' presentation (poster/oral/model) and other activities for improving their skill and thoughtful abilities.

The University examination schedules are corresponded on a regular basis to the students through Google classroom/LMS and emails.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/1_1_2-Continuous-Internal-Evaluation-2022-2023.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

B. Any 3 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**

13

File Description	Documents
Any additional information	View File
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)**

3

File Description	Documents
Any additional information	View File
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

293

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

293

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 College has a Women Cell which organizes events/program on gender sensitization, human values and ethics. The Cell has Principal as the chairperson and few teachers as the members. Several departments organized programs on human values, environment and sustainability such as: Observance of World Ozone day, Human Rights Day, Session on Women and Visual Media, World Environment Day, World Biodiversity Day, certificate course on "Know your soil" etc. The students show active participation through poster and oral presentations.

A mandatory Environmental Studies Course as in Ability Enhancement Compulsory Course (AECC-2) in the Semester II of the CBCS curriculum is being taught to students of all streams (BA, B.Sc., B.Com and BBA)

Additionally, around 20 different courses in the curriculum (both Hons. and General subjects) offered by different departments, has topics related to ethics, gender, human values, environmental sustainability etc.

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

17

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

1816

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/1_4_1-1_4_2-Feedback-on-Curriculum-and-Academic-Performance-2022-2023.pdf
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 sanctioned seats during the year	
1438	
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	
56	
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	
Like other sessions, the institution adopted few methods to assess	

the learning levels of the students as advanced learners and slow learners and following are the procedures implemented:

Steps taken for the slow learners:

- Instruct them to follow a basic, easy textbook
- Use alternative methods of teaching (MCQ based quiz, assignment for improving writing skill and time management)
- Sharing of notes, books and PowerPoint presentations through Learning management system (LMS), Google classroom and college website
- Schedule Remedial/Tutorial class
- Provide them comprehensive question bank (University question papers, model question papers)
- Organize various activities/interactive sessions/competitions for their growth
- Organize 'Parent-Teaches' meeting' for discussion on their progression
- Personal counselling through mentor-mentee session

Steps taken for the advanced learners:

- Provide advanced-level reference books, journals, study materials
- Organize student seminar to enrich their presentation skill
- Encourage them to participate in poster or paper- presentation competitions, article writing, national/international seminar or webinar, held in college or in other colleges/universities
- Motivate them to appear for different competitive examinations

File Description	Documents
Link for additional Information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/2_2_1-Programs-for-Advanced-and-Weak-Learners-2022-2023.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
2921	45

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

For developing thinking abilities and cognitive skills, students must get the opportunity to participate indifferent experiential and participative learning programs, apart from their regular classroom lectures.

The students of practical-based subjects gets adequate exposure during their practical classes. Additionally, inter-departmental 'hands-on-training' are organized for better exposure. The students are also taken for field trips/industry visits, visit to historical/well-known places for insightful and intellectual development. After the visit, teachers assist the students to prepare a brief report, which they need to submit as a part of their curriculum.

The students from Commerce, BBA and Arts departments are taken to Industry visit, Museum visit etc., for enhancing their knowledge on various societal and environmental issues.

For better understanding of topics taught, several teaching materials and online videos are shared through Google classrooms, Learning Management Systems (LMS) and college website. Additionally, class lecture videos of online classes are uploaded in personal digital platforms by few teachers.

As a participative learning, students are encouraged to participate in quiz, debate, PowerPoint/model/poster presentations and attend lecture sessions/webinars organized by the college and outside college. The students show active participation in such events and occasionally assists the teachers to organize the events.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/2_3_1-Student-Centric-Methods-for-Enhanced-Learning-Experiences-2022-2023.pdf

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

The college has ten ICT-enabled classrooms, two portable projectors (to be fitted in any classroom), screens, laptops/desktops, microphone, amplifiers and Wi-Fi connection for taking classes through sharing of presentations, pictures, videos, and movies. A log-book is maintained for advance booking of the audio-visual rooms/projectors as per need basis. The online classes are taken through G-Suite Education.

For effective teaching-learning process:

- The teachers have access to e-resources through N-LIST and BCL (British Council Library) for research articles and textbooks. Department-wise log-in IDs have been provided to the teachers
- The teachers share the study materials with the students through Google classroom, LMS (Learning Management System) or through emails
- Practical classes in the department of Computer Science, Journalism, and Geography are taken using open-source software packages (XAMPP, Python, Jupyter Notebook, LINUX, QGIS, etc.) for the dissemination of knowledge to the students and their better understanding
- Numerous programs such as webinars/seminars, debate, quiz and other enrichment programs are organized by the teachers for the students

All efforts are being made by college and the teachers to keep the students resourceful using various online tools and resources.

The feedback on curriculum and on teaching-learning processes are collected from the students through LMS for further improvements in the future.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/2_3_2-ICT-Enabled-Tools-for-Effective-Teaching-Learning-Process-2022-2023.pdf

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

29

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

45

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

12

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

220

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.

The college maintains transparency of internal and external assessment and timely redressal of grievances. The following mechanisms are adopted:

- The departments arrange orientation program for the new batches of students in every session. The students are informed about the mechanism of internal and external assessment following the guidelines of the University of Calcutta.
- Every department conducts Continuous Internal Evaluation (CIE) through class tests including classroom participations.
- Parent Teachers meeting is conducted by all departments to inform the parents regarding the progress of their wards. The strengths and weaknesses of the students are intimated to their parents for overall betterment of the students.
- Internal Examination (for CBCS) are held before final university exam. Notifications regarding date, syllabi of the internal examination and the room allotment are shared in

college notice board, website, and online platforms.

- Remedial classes are conducted for the students to discuss the pattern of university questions and their answers. Special classes are also held as and when required.
- The college holds an effective Grievance Redressal Committee which deals with the grievances of students regarding various issues with utmost care and sensitivity. Grievance is redressed in form of verbal communications, emails (grievance@thkjaincollege.ac.in), in the feedback form or physically in the complaint box kept in the corridor of ground floor. Action against minor issues are taken immediately and for others the committee holds meeting for necessary action.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.thkjaincollege.ac.in/IOAC/AOAR2022-2023/2_5_1-Transparency-of-Internal-Assessment-2022-2023.pdf

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

As a continuous assessment, every department conducts Continuous Internal Evaluation (CIE) through class tests including classroom participations. The answer scripts of the class tests are shown to the students and they are guided to correct the mistakes made in the tests and the questions are discussed as well. Parent Teachers meeting is conducted by all departments to inform the parents regarding the progress of their wards. The strengths and weaknesses of the students are intimated to their parents for overall betterment of the students. However, any grievances from the students regarding marking are being addressed by the teachers.

Additionally, remedial classes are conducted for the students to discuss the pattern of university questions and their answers. Special classes are also held as and when required.

The CBCS-based semester examination comprises of two components - the "Internal" and the "Semester-end" examination and are being conducted as per university norms and guidelines laid by BOS. Notifications regarding date, syllabi of the internal examination and the room allotment are shared in college notice board, website, and online platforms. Review of papers is not permissible for internal examinations however; they can opt for review/re-

examination of the 'semester-end theory paper' through an online process at the university portal and approved by the college authority.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.thkjaincollege.ac.in/IOAC/AQAR2022-2023/2_5_2-Transparency-of-Internal-exam-related-grievances-2022-2023.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

PO-CO based learning is a student-centered approach where teaching and learning take place once the goals and outcomes are determined for both course delivery and assessment. The College practices OBE and PO-CO for its courses following the parent university and UGC stipulated guidelines. The College responsibly communicates the information about its curriculum and course outcomes to its students through a variety of channels:

The different Departments of Science, Commerce and Arts which offer courses in Microbiology, Computer Science, Commerce, English, Hindi, etc. organise Orientation Programmes for the newly admitted students of the first semester to ease them into the course and provide them with an overview of syllabi and the course and programme outcomes. Teachers of the department undertake detailed discussions focusing on the outcomes of the respective programme and its courses and use PowerPoint Presentations, Audio Visual tools, etc. to convey the information to the students effectively and comprehensively.

The PO-CO mapping is available on the website and acts as a consultant to guide students in their future endeavours. Classroom interactions, both formal and informal, where POs and COs are discussed constantly allow students to focus on their objectives and make the teaching-learning process even easier.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/2_6_1-Programme-and-course-outcomes-2022-2023.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

Once the POs and the COs are identified and determined, to assess their outcomes, the appropriate evaluation techniques, including internal assessments, assignments, seminars, projects, laboratory exercises, case studies, and the final end-semester examinations, are incorporated to map out the various course outcomes. Students are evaluated by teachers based on their activity and performance in co-curricular, along with their conduct with peers, mentors and juniors. The College has adopted the two-path system of Direct and Indirect Methods to evaluate the PO-CO attainment of every student in the different departments.

1. Direct Method of Assessing Course Outcomes (80% weightage): This parameter includes the marks obtained in the University Examination, in which the students' performances in all the courses across the programmes can be observed and justly evaluated.

2. The Indirect Method of Assessing Course Outcome (20% weightage): The method involves the practice of conducting continuous evaluation processes through class tests, class activities, quizzes, drama presentations, and laboratory work, among many other ways, evaluate the student's understanding of the various aspects of the course and programme.

Syllabus distribution and classroom teaching guide the students to perform well in the examination while carefully curated questions are used to continuously evaluate the student's academic growth in the classroom.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/2_6_2-Attainment-of-Programme-outcomes-and-courseo-utcomes-2022-2023.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

478

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	View File
Paste link for the annual report	https://www.thkjaincollege.ac.in/Academics/annualReports/THKJainCollege-AnnualReport-2022-2023.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://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/2_7_1-SSS-Feedback-Analysis-for-2022-2023-session-2022-2023.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)

0

File Description	Documents
Any additional information	View File
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 departments having Research projects funded by government and non government agencies during the year

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/3_1_1-Grants-from-Government-and-Non-Government-Agencies-2022-2023.pdf

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

24

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

2

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

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

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

7

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

3.3 - Extension Activities

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

In harmony with the vision and mission of the college, the Jain Sabha organizes distribution of free ration once every month to the underprivileged people in the locality. The college staffs and NSS students take active participation in this noble activity.

The college NSS unit organizes several community activities all through the year where the NSS student volunteers and the other students enthusiastically participate. The students plan out the program with NSS Program Officer and visit various local neighborhood community.

Activities such as survey, food distribution to the underprivileged,

health check-up for the local slum dwellers, blood donation camp etc. were organized very successfully by the NSS unit in the current session. This year the NSS volunteers celebrated 75 years of Independence by distribution of Indian Flags to the slum kids. The NSS volunteers participated in rally to spread awareness on dengue and AIDS. They organized sessions on "Women Health" and discussed the safety and precautions of menstruation and distributed sanitary pads.

There was huge response in all the events and the volunteers provided their best to make the programs a huge success.

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/3_3_1-Extension-Activities-in-Neighbourhood-Community-2022-2023.pdf
Upload any additional information	View File

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

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

0

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

3.3.3 - 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

3.3.3.1 - 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

18

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 last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

845

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

5

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

5

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.

The college has a campus area of 2 acre and built-up area of 9088.45 sq.mts. (G+4 building) having '31 classrooms and 5 audio-visual rooms'. Of the 31 classrooms, 5 rooms have fitted LCD projector and additionally, there are two portable LCD projectors to be fitted in any room. There are laptops, desktops, printer, scanner, photocopy facility (for staff and students), CCTV camera (for continuous surveillance). The full building of the college is Wi-Fi enabled (?200 mbps) and has LAN connection.

There are 20 laboratories (for lab-based subjects) which are well-equipped with instruments and other facilities so that they can function independently.

The library is enriched with ILMS (KOHA), OPAC, 9227 books, subscriptions to '9 journals and 3 magazines', subscriptions to INFLIBNET N-LIST and BCL (British Council Library) for getting access to e-resources. Bar-coding of books and remote access to availability of books is functional. It has a seating arrangement (for reading) and computers with internet connections.

The college has faculty rooms, NSS room, IQAC room, Examination room, Computer labs, Language-lab, Seminar/Multipurpose halls, Board-room, Accounts and Administrative section. Other facilities include spacious cafeteria, parking space for 2-wheelers and 4-wheelers, water-pipe connections with sprinklers (for fire-safety), filtered drinking water outlet (in each floor), toilets (for boys, girls, staff and divyangjan). A free bus service is provided for pick-up

and drop-off to the nearest bus terminal/Metro station.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.thkjaincollege.ac.in/IOAC/AQAR2022-2023/4_1_1-Infrastructure-and-Physical-Facilities-for-Teaching-Learning-2022-2023.pdf

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

The students are encouraged to participate in cultural/physical activities for better mental and physical development. The college has common rooms for boys and girls equipped with indoor games like tennis, carrom. For outdoor activities, the college ground has a basketball court and open ground for playing football and cricket. Yoga sessions are held in the common rooms to celebrate International Yoga Day. Annual sports are organized; students are given certificates/trophies and special recognition to the best player (male and female).

The college organizes an Annual Fest "Ripples" with huge turn-out of students. The departmental toppers in the university examinations are felicitated in the Fest and cultural programs are organized where renowned artists perform. The students organize Teachers' Day, Freshers' party and Farewell Party (for the outgoing batch) on a department basis.

The college also observes important days like Independence Day, Republic Day, Saraswati Puja, Rabindra Jayanti, Mother Language Day, International Women's Day, World Environment Day, International Microorganism Day, World Wildlife Day, Yoga Day etc. The NSS volunteers organize the NSS Day, World AIDS Day, Energy Conservation Day, Human Rights Day etc.

The college has a Gmail account and a YouTube channel for live streaming of the online programs along with Facebook and Instagram accounts.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.thkjaincollege.ac.in/IQAC/AOAR2022-2023/4_1_2-Institutional-Facilities-for-Sports-and-Culture-2022-2023.pdf

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

13

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.thkjaincollege.ac.in/IQAC/AOAR2022-2023/4_1_3-ICT-Enabled-Classrooms-2022-2023.pdf
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)

145.481

File Description	Documents
Upload any additional information	View File
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)

Features Of Library on ILMS:

- Library is automated using Integrated Library Management System (ILMS) and has digitization facility through KOHA software
- Nature of automation (fully or partially): Partially
- Version: 18.05.03.000
- Year of Automation: 2014 (upgraded on 2019)

Other features of Library:

- The library is enriched with '9227' number of books (text books+ reference books)
- The library subscribes '9' academic journals and '3' magazines
- The library has subscriptions to INFLIBNET and BCL (British Council Library) for getting access to large number of e-resources (e-books and e-journals)
- Bar-coding of books and Web-OPAC facility for remote access to availability of books
- Library Membership cards (for students and teachers for borrowing of books)
- Spacious seating arrangements for reading
- The library has computer facilities (with internet) for teachers and students
- A small History Museum

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/4_2_1-Library-Automation-2022-2023.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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
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)

3.8062

File Description	Documents
Any additional information	View File
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

60

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

The college takes continuous effort to improve the IT infrastructure and internet connection.

- The college has total 208 computers (desktops and laptops), 25 printers, 4 scanners, 2 photocopiers, and 1 barcode scanner (for barcoding of textbooks in the library)
- Of the total 208 computers, 146 are exclusively for student's use in labs and browsing centers (Computer Science Software lab, BBA computer lab, Geography GIS lab, Digital Language lab, Library, and MAC lab (Journalism & Film studies department)). The rest 62 computers are used for departmental and administrative/accounts section uses
- Of the total laptops, 4 are for students' use (for classes in the audio-visual rooms)
- The College has '5' audio-visual rooms equipped with LCD projector, screen and sound-system. The teachers can do advance booking for classes and for various academic events like lecture sessions, film screening etc. Additionally, twoportable projectors/screens to be fit in any classroom are available for conducting classes
- The attendance of both teaching and non-teaching staff is maintained through Biometric system (eSSSL)
- The WiFi connection (~200 Mbps) was made available in every floor/corner of the building through one server. The ground floor of the building has the main domain server (the central unit- through 2Kva online UPS) which is connected to all departmental computers

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/4_3_1-Institutional-IT-Facilities-2022-2023.pdf

4.3.2 - Number of Computers

146

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	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)**

111.082

File Description	Documents
Upload any additional information	View File
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 Principal and Secretary of GB reviews the functioning of physical, academic and support facilities on day-to-day basis. The college has a well-established structure for the maintenance of such facilities, which includes the following:

1. A caretaker monitors the functioning of all facilities including plumbing, electrical, waste disposal (solid and liquid), cleaning and maintenance
2. The support staff includes electrician, gardeners, sweepers, securities, peons and driver (drives the college bus)
3. The lifts, air-conditioners, spectrophotometer instrument and the computers (academic and administrative), printers, scanner, photocopier machines, LCD projectors are under AMC
4. Servicing of microscopes, MAC computers (Dept. of Journalism and Film studies) and other instruments are done as per need basis
5. Cleaning of shelves, stock verification of books, weeding of unwanted materials are done in the library on a yearly basis
6. The classrooms, laboratories, stairs, and toilets are cleaned twice daily by the sweepers, after the completion of morning and day shift classes respectively
7. Fumigation of rooms/laboratories are done on a regular basis
8. The playgrounds (including basketball) and common rooms (boys and girls) are cleaned daily. The sports equipment are kept under lock and key when not in use
9. Carpenters are appointed for making of new furniture/polishing of old ones on a regular basis

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/4_4_2-Maintenance-of-Academic-and-Physical-Facilities-2022-2023.pdf

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

250

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

372

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://www.thkjaincollege.ac.in/IOAC/AOAR2022-2023/5_1_3-Skill-Enhancement-Abilities-Initiated-by-Institution-2022-2023.pdf
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

1212

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

1212

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 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

A. All of the above

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

24

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

130

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

7

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

8

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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)

The students are the most important stakeholders of the college and must be given opportunities to participate in cultural and co-curricular activities for their growth along with academic activities.

- The college topper from the 2nd year University examinations (of all programs) becomes the student representative of the college Governing Body.
- A 'Sports and Cultural Committee' comprising of students from different departments and semesters have been formed. The students show energetic participation in organizing the annual Fest 'Ripples' and 'Annual Sports' very competently with support from the college authority. They also coordinate with students to help them to participate in various academic and cultural events organized by other colleges.
- The students actively participate in other programs like Flag hoisting ceremony on Independence and Republic Day, Saraswati Puja, Freshers' Welcome, Farewell Party, Teachers' Day, Rabindra Jayanti etc.
- The College NSS unit which is made up of students from all departments organizes various programs and outreach activities all through the year. Some of the activities include campus cleaning, blood donation camp, awareness programs, community services, celebration of special days like World AIDS day, NSS day, etc.
- The students actively participate in various college and departmental academic activities like quiz, debate, poster competition, exhibitions etc.

The college has an official YouTube channel (THKJainCollege Media), Facebook and Instagram accounts for communicating with students and alumni.

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IOAC/AOAR2022-2023/5_3_2-%20Studentr-Resentation-in-Variou-Activities-2022-2023.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**

25

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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 Association has been registered as 'Cossipore Taradevi Harakh Chand Kankaria Jain College Old Students Association' under the West Bengal Societies Registration Act XXVI (1961) on 13th Nov, 2015.

- The association has posts for President, Vice-President, Secretary, Asst. Secretary and Treasurer
- The association has 624 members

Activities in the 2022-2023 session (details in the Additional file):

- Alumni interaction with current students by Sarbartha Chakraborty and Rahul Sahal
- 'Indoor Games Tournament' and Online lecture session on 'Importance of Diet and Lifestyle in Today's scenario' organized by Cossipore Tara Devi Harakh Chand Kankaria Jain College Old Students' Association

There has been no meeting amongst the members or any monetary contributions by the alumni during the session 2022-2023.

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IQAC/AOAR2022-2023/5_4_1-Alumni-Activities-in-the-Session-2022-2023.pdf
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The College is managed by 'Shree S.S. Jain Sabha. The Governing Body, the Principal, and IQAC takes important decisions to implement the vision and mission of the college.

VISION

The vision of this college is to establish itself as one of the leading academic institutions by providing quality and holistic education and inculcating moral and ethical values, and skills for employment to the students from all sections of the society as they grow up to be responsible citizens of the community and the country.

MISSION

The mission of the college includes the following:

- To create an egalitarian environment where students belonging to different spheres of society including academically backward areas are imparted quality education.
- To introduce a variety of subjects and personality development courses that would develop employability skills amongst students as they prepare themselves for a diversified job market.

- To instill an ever-growing thirst for knowledge in the students and motivate them for higher studies and research.
- To encourage students' participation in extra-curricular activities for an all-round development of their character and personality.
- To reach a milestone of educational excellence.
- To establish a bond between the institution and society.
- To instill a spirit of community service and patriotism and guide students to be responsible citizens of the country.

The College is managed by 'Shree S.S. Jain Sabha. The Governing Body, the Principal, and IQAC takes important decisions to implement the vision and mission of the college.

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/6_1_1-Vision-and-Mission-of-College-2022-2023.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.

The institution has set up an administrative hierarchy to facilitate effective decentralization and enhance participation of staff members and students in the management of the institution. The Governing Body is the apex administrative body of the institution that is vested with the responsibility of decision-making and takes care of infrastructure upgradation and provide various facilities to support teaching-learning. The Governing Body includes member from the Society, Shree S.S. Jain Sabha, affiliating University nominee, student representative, teaching and non-teaching representative, so that everyone associated with the institution can get a platform to share their opinion and recommendations.

The strategic plan/policies are decided by GB, Principal, IQAC and Academic committee. For participative management at the functional level several committees comprising of faculty, staff and students (for some) have been formed to assist in the process of admission, examination, purchase, financial and environmental audit etc. The members work jointly in their respective capacities at the operational level and organize several academic programs, sports,

cultural events and other extracurricular activities including NSS.

The sharing of responsibilities is at every level which starts from Principal to teachers, staff and students for the growth and progress of the institution.

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/6_1_2-Effective-Measures-in-Decentralization-and-Participative-Management-2022-2023.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Several measures were taken for successful implementation of perspective plan:

1. Laptops and desktops were purchased for Academic and Administrative facilities
2. MoU was signed with other colleges, institutions and NGO to promote collaborations for student exchange program
3. Student Exchange program was organized with Vidyasagar College for Women, St. Joseph College, Darjeeling
4. Books and magazines were purchased for competitive examinations
5. Upgrading library services and digitization
6. Seminars and workshops were organized for faculties and students
7. Various activities and events were planned on academic, co-curricular, cultural, gender sensitization, linguistic, constitutional and sports
8. Educational tours were organized for students for participative learning
9. Programs related to faculty enrichment on teaching pedagogy and skill development of staffs were organized
10. Outreach Programs and service to the communities were organized through NSS unit
11. Bio compost manure was processed for utilization in gardening
12. Proper disposal of e-waste disposal through Govt. recognized

agency

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.thkjaincollege.ac.in/IOAC/AOAR2022-2023/6_2_1-Additional-file-of-Strategic-Plan-2022-2023-Session-2022-2023.pdf
Upload any additional information	View File

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

The organogram of the Institution reflects a democratic and transparent administrative setup.

- The Governing Body is the apex decision-making body of the institution. It takes the final call, in matters related to administration and finances. The teaching staff, non-teaching staff and student representatives in the Governing Body ensure that all the stakeholders of the institution participate in effective management.
- The functioning of college administration is guided by the special constitution approved by the University of Calcutta, which includes policies related to administrative setup, appointment, and service rules.
- The Principal is authorized by the Governing Body to implement the decisions taken and supervise the regular functioning of the college related to administration, examinations, and departmental requisitions.
- The IQAC is the chief body for the regulation of the quality of education imparted to the students. It takes academic decisions including distribution of workload, conduct academic programs and taking feedback from students and parents.
- The Academic Committee, consisting of the in-charges of the different departments, regularly updates the Principal about departmental activities and progress.
- A grievance redressal committee is functional to address grievances (if any) as received from the staff/students.
- The Accounts department is responsible for handling the finances of the college including keeping a record of the

revenue earned and funds allocated for various expenses.

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IOAC/AOAR2022-2023/6_2_2-Functioning-of-College-Bodies-and-Policies-2022-2023.pdf
Link to Organogram of the Institution webpage	https://www.thkjaincollege.ac.in/downloads/2022/THKJainCollege-Organogram.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 interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has many provisions of providing effective measures to the teaching and non-teaching staffs.

Financial Support

- The facility of Provident fund (Employers' Provident fund) and Pension Fund as per government regulations for all staffs (teaching and non-teaching)
- Interest-free loan is provided to the staff members
- College contributes to ESIC (Employees' State Insurance Corporation) for non-teaching staffs

- Paid maternity leave of six months according to government norms is offered to the female staff members

Bus Service

The college bus gives free ride to and from the nearest metro station and bus depots twice a day daily on working days

Recreation

- The college organizes a picnic annually for the staff members and their family members at free of cost
- The college organizes Annual Fest "Ripples" in a grand way with performances by eminent artists for staffs and their families. Additionally, programs like Saraswati Puja, Rabindra Jayanti, Independence Day etc. are celebrated

Staff Quarter

A staff quarter within the college premises provides safe and secure place for the security and maintenance staffs (support staff)

Fee Concession

The children of the staff members taking admission in the institution are helped by fee concession. This is meant for making education more affordable and accessible

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/6_3_1-Staff-Welfare-Measures-2022-2023.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

14

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

17

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

The IQAC members have initiated the performance appraisal system of teaching and non-teaching from the current session. The Questionnaire was prepared by the IQAC members which approved by GB members. The full-time faculties have submitted the filled-in questionnaire form to Principal Madam for further analysis.

Before appraisal system was introduced, the activities of teaching and non-teaching staff were and are monitored on a regular basis by Secretary and Principal.

Following are the details followed for teaching and non-teaching staff with respect to keeping record of their activities and performances:

Teaching Staff

- Teachers keep records of their academic and administrative activities including class records, class tests, program organized, exam duty, and script evaluation in 'Teacher's Diary'.
- The Principal holds meetings with the faculty members periodically to stay abreast of the departmental activities, students' performance and plan for the upcoming days of the academic session.

Non-Teaching Staff

Principal interacts with the non-teaching staffs daily and groups have been created on digital platforms and regular meetings are held to get updates about the duties discharged and the pending workload.

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IOAC/AOAR2022-2023/6_3_5-Performance-Appraisal-System-for-Teaching-and-Non-Teaching-Staffs-2022-2023.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 College has introduced a formal mechanism for Internal Audit from the session 2022-2023. The audit is done and report prepared by 'Bhura & Company'.

The institution has its accounts audited every year by external auditor K.S. BOTHRA CO. (Chartered Accountants). There has been no audit objection in the audit reports so far. The last audit was done for the year 2022-23.

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IOAC/AOAR2022-2023/6_4_1-Internal-and-External-Audit-2022-2023.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

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 main source of revenue for the institution is students' fees. The utilization of funds is monitored by the Governing Body in consultation with the Principal.

Mobilization of funds

- The process depends on various expenses that need to be made on 'Upgradation of Infrastructure including Academic and Physical facilities'.

A budget is prepared for various heads based on the requirement for purchase of laboratory equipment, chemicals, library books and other necessary items for conducting classes and other security features.

- The Secretary, Principal and the Accounts department ensures that the various recurring and non-recurring expenditures under each head lies within the allotted budget.

Optimal utilization of Resources (funds)

- The departmental heads give list of necessary items that need to be purchased for theory and practical classes
- The librarian prepares the book list based on the requisition of the department.
- Institution has provision for release of funds for all academic developments such as arranging seminars, conferences, special lecture sessions and development programs of students.
- Travel grants are given to teachers (if claimed) for participation in FDP, seminar or workshops.

Optimal utilization of Physical Resources

Qualified laboratory technicians have been appointed who takes care of all equipment and other necessary items.

As the classes runs in two shifts (morning and day), the resources (classroom, computer laboratories, library, canteen and other facilities) are properly utilized with no space crisis.

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IOAC/AQAR2022-2023/6_4_3-Mobilization-of-Funds-and-Resources-2022-2023.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 plays a significant role in the teaching-learning process and ensures that quality education is imparted to the students in the difficult time of pandemic and post-pandemic.

- A common platform for the teachers and students was set up for efficient dissemination of knowledge and maintenance of attendance and performance records through the G-Suite Education during pandemic
- Teachers are encouraged to get registered for Ph.D and to attend Faculty Development Program/workshop, short term courses
- Encourage the departments to organize several online/offline programs to boost the academic environment and to augment the enthusiasm of students
- Organize lecture sessions on IPR, mental-health
- IQAC takes initiatives to sign MoUs with other colleges/institutions for arranging certificate courses, student-exchange programs and other academic activities for students. Four certificate courses have been organized and three student-exchange programs have been organized in the current session.
- Organize faculty enrichment program on teaching pedagogy
- Collection and analysis of feedback from various stakeholders (teachers, students and alumni) on curriculum, teaching-learning and other facilities
- Measures for green initiatives such as arranging proper disposal of e-wastes (through Govt. recognized agent), set-up and maintenance of bio-composting unit, nectar nursery, specimen garden, installation of solar panel on roof-top, rain-

water collection tank for use in gardening etc.

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IOAC/AOAR2022-2023/6_5_1-Quality-Assurance-Strategies-by-IOAC-2022-2023.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

The IQAC reviews the teaching-learning process and implements reforms for better results. During pandemic, the college administration in consultation with IQAC selected the G-Suite Education platform with all its integrated services like Google Meet, Google Classroom, Google Form, etc., for conducting online classes and providing study materials to the students.

Post-pandemic, IQAC ensured that the students get an amicable environment and motivated the teachers to organize various lecture sessions/activities to attract the students to the college.

Students are evaluated by teachers based on their activity and performance in both co-curricular and extra-curricular activities, along with their conduct with peers, mentors and juniors. College has adopted this two-path system to evaluate the PO-CO attainment of every student.

1. Direct Method of Assessing Course Outcomes (80% weightage): This parameter includes the marks obtained in the Final University Examination, and students are continuously observed and evaluated based on their conduct in university-conducted academic exercises.
2. The Indirect Method of Assessing Course Outcome (20% weightage): The method involves the practice of conducting continuous evaluation processes to assess a student's development under the watchful eyes of the faculty members of the department. Continuous internal evaluation (CIE) such as class tests, class activities, quizzes, drama presentations, laboratory work, and case study presentations, among many other ways, test the student's understanding of the various aspects of the course and programme.

The feedback from the students on teaching-learning collected provides additional information on their satisfaction regarding the courses offered.

File Description	Documents
Paste link for additional information	https://www.thkjaincollege.ac.in/IOAC/AQAR2022-2023/6_5_2-Review-of-Teaching-Learning-by-IOAC-2022-2023.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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.thkjaincollege.ac.in/Academics/annualReports/THKJainCollege-AnnualReport-2022-2023.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

The mission of the College is to promote gender fairness and make everyone self-confident and self-assured. The college authority ensures to provide safety to all students and staff.

Following measures have been taken:

1. The college campus is under 24x7 CCTV surveillance with security check-points at the gates
2. The Police station is very close to the college and may be called for anytime
3. The college has committees such as "Internal Complaint Cell", "Grievance Redressal Cell" having both male and female staff as members. Any student/staff can share their problems (if any) with the committee members
4. The College has separate common rooms and toilets for both girls and boys. Additionally, college has separate toilets for staff.
5. The college provides free sanitary pads to students and staff in case of necessity.
6. The office always keeps few pairs of dresses for both men and women and may be given to someone in urgent need.
7. Annual Sports are organized where several events are held for both male and female students.

Several courses on gender sensitization related topics are included in the curriculum such as: Marriage and Human Relations, Contemporary India: Women and empowerment, Gender and Environmental Studies etc. As part of their curriculum some of the students are given topics based on gender equality.

The Womens' Cell of college and other departments organizes programs on issues related to women empowerment, gender equity and on mental and physical health.

File Description	Documents
Annual gender sensitization action plan	https://www.thkjaincollege.ac.in/downloads/2022/Annual-GenderSensitization-ActionPlan-2022-2023.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://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/7_1_1-Promotion-of-Gender-Equity-2022-2023.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy

C. Any 2 of the above

Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

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 has taken all measures to maintain a clean and green environment with dispose all kind of wastes in a suitable manner.

Solid Waste Management:

- Separate garbage bins are kept for segregation of biodegradable and non-biodegradable wastes
- The wastes from canteen and fallen leaves are used for composting (operational in full swing)
- The old papers are being sold for recycling and use of plastic and tobacco has been banned inside campus
- The sweeper collects the wastes from all garbage bins and dump into the compactor machine (placed by Municipality) for final disposal

Liquid Waste Management:

- Water from chemistry department containing acids and organic solvents is first neutralized/diluted and then drained off the normal line
- The water from canteen and laboratories are disposed of into the sewage line. Toilet water is disposed in a separate pipeline for further treatments before going into sewage line
- Rain-water is collected in tanks for re-use in gardening in cleaning

Biomedical waste Management:

- The Microbiology department wastes containing live microorganisms are heat-killed before disposal
- The Zoology department wastes containing dissected parts of fishes are chopped and kept in separate garbage bins

E-waste management:

The college has signed an agreement with "Old N Furniture", Government approved organization for collection and processing of "e-wastes" generated in the college. On 23rd June, 2023, the agent collected around 150 kgs of e-wastes from college

The college does not generate radioactive/hazardous waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.thkjaincollege.ac.in/IQAC/AQAR2022-2023/7_1_3-Institutional-Waste-Management-Practise-2022-2023.pdf
Any other relevant information	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

D. Any 1 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 with trees and plants**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	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

D. Any 1 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

C. Any 2 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 institution remains mindful regarding the need for creating a comprehensive environment for promoting tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. It motivates all stakeholders to understand the importance of harmony and organizes various events like seminars, group discussion and celebration of memorial days and festivals in various aspects.

The college observes important days likely Independence Day (15th Aug, 2022), National Nutrition week (1st-7th Sept, 2022), World Ozone Day (26th Sept, 2022), Republic Day (26th Jan, 2023) International Mother Language Day (21st Feb, 2023) Human Rights Day (10th Dec, 2022), International Womens' Day (8th March, 2023), International Microorganism Day (17th Sept, 2022), NSS Day (24th Sept, 2022), Human Rights Day (10th Dec, 2022), World Health Day (7th April, 2023), World Environment Day (5th June, 2023), Yoga Day (21st June, 2023), World AIDS Day (1st Dec, 2022) and many others.

The college arranges College Annual Fest (Ripples) with the vision of inclusiveness in terms of regional, linguistic, and cultural diversities. Annual Sports are organized every year for students.

The college organizes other events as an approach for linguistic and communal socioeconomic development of students as follows:

- Quiz/Debate Competition
- Oral/Poster presentation Competition
- Certificate courses for students
- Enrichment programs based on their curriculum
- Subject-based webinars organized by the various departments

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	View File

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

The college was closed due to pandemic, so many physical events could not be organized. However, to sensitize students and employees towards the constitutional obligations, the following actions were taken:

- The college observed the Independence Day and Republic Day. The Principal and students and staffs came to the college for flag-hoisting ceremony.
- The college observed Constitution Day by holding lecture session and Mock Parliament conducted by students (26th Nov, 2022)
- College organized a 'One-day State Level Seminar on Media, Culture and Gender in Post Independent India: a 75 Years Journey' (13th Sept, 2022)

Additionally, The B.A. General students in the Semester-based UG program, study courses such as 'Introduction to Political theory', 'Comparative Government and politics', 'Government and politics in India', 'International relations', 'Indian foreign policy' etc. which helps in the sensitization of students to the constitutional obligations and its values, rights and responsibilities as citizens of the country.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

C. Any 2 of the above

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

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

The institution celebrates many national and international commemorative days, events and festivals all through the year. This brings the students, teachers, and staffs together and it provides an opportunity for them to work hand-in-hand.

The different commemorative days, events and festivals celebrated in the current session are:

- Independence Day-Azadi ka Amrit Mahotsav (13th and 15th August, 2022)
- Teachers' Day (5th Sept, 2022)
- National Nutrition week (1st-7th Sept, 2022)
- World Ozone Day (16th sept, 2022)
- International Microorganism Day (17th Sept, 2022)
- Hindi Divas (22nd Sept, 2022)
- NSS day (30th Sept, 2022)
- National Unity Day (31st, Oct, 2022)
- International Accounting Day (10th Nov, 2022)
- World AIDS day (1st Dec, 2022)
- Human Rights Day (10th Dec, 2022)
- Swami Vivekananda Birth Anniversary (19th Jan, 2023)
- CU Foundation Day (24th Jan, 2023)
- Republic Day (26th Jan, 2023)

- Saraswati Puja (this year on 26th Jan, 2023)
- International Mother Language Day (21st Feb, 2023)
- National Science Day (28th Feb, 2023-observed later on 18th March, 2023 due to university exam)
- International Womens' Day (8th March, 2023)
- World Health Day (7th April, 2023)
- International Biodiversity Day (23rd May, 2023)
- World Environment Day (5th June, 2023)
- International Yoga Day (21st June, 2023)

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	View File

7.2 - Best Practices

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

A] Inclusive Student Admission Process and Financial Support Schemes

Goal: To ensure that meritorious or needy students from different social, economic, and religious backgrounds are provided admission to the college, especially the first-generation learners.

The college focuses on to make the admission process inclusive; by providing financial support in the form of concessions to students who are not so privileged and scholarships to those students who have secured a high percentage in examinations.

In the current session, 372 students (from all three years) were given 'scholarships' in the form of 'Concessions' or 'Scholarships' (based on marks obtained). The concession amount is deducted from their fees and for Scholarship, a partial refund of fees are paid to their bank account.

B]Extending the ambit of student support to promote holistic development

Goal: To provide all kinds of support to students to ensure their physical and mental well-being as well as skill development.

To address the issue of mental well-being, faculty members have one-to-one interactions with the students of their department so that they can share the problems that they face in their academic as well as personal life. To bring back interest amongst students, several course-specific and general webinars/lecture sessions/activities are organised by the departments, NSS and Womens' Cell, to keep the students engaged and connected.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Area of distinctiveness of college are as follows:

1. The institution aims at a holistic development of every individual who steps into the campus. Co-curricular events including cultural makes everyone aware about the social, cultural and constitutional realities that surround us.
2. Mental Health & Well Being is an important concern of the institution. Beside awareness sessions being conducted by the college, the faculty continues to be a constant support for students in situations of stress.
3. The college authority takes special care to maintain a lush green campus that ensures a serene, healthy ambience. There is also a green energy production unit & a bio-compost production unit. The campus is also a home to a variety of birds, and animals.
4. The institution aims to build itself on the values of inclusivity. There are a number of financial and other concessions which are available for students which ensure that merit do not lose out to privilege.
5. The institution takes special care to ensure uninterrupted academic pursuit of students. It has a dedicated group of officials who take care of all official matters regarding students' admission, university registration, etc. There is also a free bus service to and from the college campus to the nearest metro stations/important junctions.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Some of the future plans for the progress of the Institute in accordance with the Vision and Mission of the college are:

- i. Preparation for NEP 2020
- ii. The e-governance in various areas to be strengthened
- iii. More student-centric activities related to their skill development and career opportunities to be organized
- iv. Build-up infrastructure and facilities for faculty research work
- v. Strengthening of ERP solutions
- vi. Organize more faculty and staff development programs