SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

TARA DEVI HARAKH CHAND KANKARIA JAIN COLLEGE

TARA DEVI HARAKH CHAND KANKARIA JAIN COLLEGE. 6, RAM GOPAL
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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Tara Devi Harakh Chand Kankaria Jain College (THK Jain College), established in 2006 as a Self-financed institute under the affiliation of the University of Calcutta, was founded by Shree Shwetambar Sthanakvasi Jain Sabha, a religious minority organisation, distinguished for their various philanthropic activities in fields of education and healthcare across India. The College is named after Late Taradevi Kankaria and her husband Late Harakhchand Kankaria.

The College has been conferred (religious) minority status by the Govt. of West Bengal in the year 2014 vide G.O No. 293-Edn(CS)/C.S/4C-38/2014 dt. 30.03.2014 and 207L/OM-106L/2021 dt. 20.07.2023. In 2023, it received recognition under Section 2(f) of the UGC Act, 1956. The College has been participating in AISHE and has submitted its application for NIRF for the year 2022-23. The College had its first NAAC peer team visit in 2016 and achieved a 'B+' grade with CGPA 2.59, and has now entered into its second cycle.

The College shares a large campus of 7.5 acres with KSS Jain College of Education and KDSD Jain Dental College, both of which belong to the same parent body of Shree S.S Jain Sabha.

The College is housed on a space of 1.98 acres of calm and serene eco-friendly campus in Cossipore. The building is a spacious G+4 structure, measuring 9088.45 sq mts, and comprising 31 classrooms, 5 audio-visual rooms, 6 classrooms with projectors, 21 laboratories, a film studio, multipurpose hall, a library with separate reading spaces for students and teachers, an e-learning space, administrative block, teachers' rooms, separate common rooms for boys and girls, a boardroom and a cafeteria. To enhance athletic endeavours, the institute has constructed volleyball and basketball courts and a separate playground, while to encourage artistic enterprises, an auditorium has also been built.

The College offers B. Com, B. Sc, B. A. and B. B. A. courses in day shift, while B. Com. course is conducted in both morning and day shifts. The College has 16 programmes in Honours and several other subjects as part of General/ Minor courses.

Vision

"Samyak Darshan" (Right Faith), "Samyak Gyan" (Right Knowledge) and "Samyak Charitra" (Right Conduct).

From the day of its inception, the Institution has a clearly defined vision that promotes an inclusive and holistic development of the learner which promises to benefit both the individual and the community.

The vision of this college is to establish itself as one of the leading academic institutions that not only focuses on quality education but also on delivering moral and ethical values as well as developing skills for employment to students from all sections of society, encouraging them to 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 from different spheres of society, including academically backward areas, and provide them with quality education.
- To introduce a variety of subjects and personality development courses that would improve employability skills amongst students as they prepare themselves for a diversified job market.
- To instil an ever-growing thirst for knowledge in the students and motivate them for higher studies and research.
- To encourage students' participation in extracurricular activities and contribute to their all-round development of character and personality.
- To reach the milestones of educational excellence.
- To establish a bond between the Institution and society.
- To instil a spirit of community service and patriotism and guide students to be responsible citizens of the country.
- To incorporate the advancement and changes in technological education and suitably train students to enhance the skill force of the country.
- To strive and gain recognition under Section 12 (b) of UGC Act of 1956, and develop and advance an innovation cell and research ventures.
- To provide a holistic education to the students to prepare them for their future endeavours.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Good and sufficient infrastructural facilities to meet the requirements of each department.

2. Dynamic leadership of the Principal, efficient and qualified faculty and non-teaching staff, and cooperation and coordination among the different administrative sections. Supportive management which is keenly sensitive to the academic and co-curricular needs of the Institution.

3. A cohesive and fruitful blend of young faculty members with superannuated and accomplished teachers to ensure the greatest effectiveness in the teaching and learning process.

4. Students irrespective of their caste, creed, religion, gender, and income status, are served. In regards to staff employment, the same values of indiscrimination and impartiality are applied.

5. The College follows participatory management with the active engagement of cells and committees along with IQAC to assist students in their academic and extra-academic pursuits.

6. Outreach programmes of the NSS unit as well as the social responsibility activities of the College under the patronage of S. S. Jain Sabha are conducted which promise to impact students and the community..

7. The College provides weekly psychological consultations for students and staff. It also boasts of an eco-friendly green campus with a variety of gardens such as the butterfly garden and the medicinal plant garden, solar panel system, rainwater storage for reuse, and sustainable waste management system, and conducts

green and energy audits to fulfil its environmental accountability.

8. Merit scholarships and fee concessions are provided to deserving students following Institutional policy.

9. Departments employ a blended teaching-learning methodologies, combining classroom teaching with interactive and ICT-based methods. Feedback on class performance and administrative services are taken to gauge the success of the overall academic process.

10. The College maintains a biometric system for staff attendance, Wi-Fi internet facility, fire safety measures including extinguishers and sprinklers, CCTV cameras surveillance and elevator facilities, as well as has installed ramps at the entrance and special toilets for Divyangjan students. Additionally, a functional and orderly Bus service is maintained for the use and convenience of the students and staff.

11. Under the aid and guidance of the proactive Management, the College is able to provide quick resolution and redressal, enabling a consistent and steady growth.

12. The College ensures a healthy and wholesome working and learning environment, free from external interventions and interferences.

Institutional Weakness

1. While the College is situated in a thriving commercial neighbourhood in the city, the presence of heavy goods vehicles cause traffic congestion, causing various inconveniences while commuting to and from the College.

2. The Institute is self-financed in nature and does not receive any type of grant. Thus, students' fees constitute the major source of its funds.

3. Institutional progress suffers due to setbacks caused by frequent changes in the set of faculty members. This poor retention record directly affects the teacher-to-student ratio which is not up to the mark in several departments.

4. The connection with the Alumni of the College leaves much to be desired and the association is not sufficiently active.

5. Though there is academy-to-industry linkage, it is not yet as satisfactory as expected.

6. There is an inadequacy of research and publication which reflect poorly on institution's capacity to provide opportunities. Moreover, the College receives no research grants to establish a functional research and development wing.

Institutional Opportunity

1. The College building has considerable scope for introducing new and add-on courses in Arts, Science, Commerce and Management streams, such as skill enhancement courses, professional courses as well as establishing collaboration with other institutions to train them with professional and vocational skills, meet the

career demands of students and bring about an inclusive development of the students. Such steps are in tune with the outcome-based education as suggested in the NEP 2020.

2. Strengthening collaboration with professional institutes and industries to provide fresh opportunities to students to acquire professional skills for assured employability.

3. Departments of Journalism & Mass communication and Film Studies stand to be promising sources of revenue generation through consultancy services to external clients.

4. Establishing the practice among all stakeholders towards publishing in multidisciplinary and academic journals.

5. Few of the departments under B. Sc. programmes have the opportunity to collaborate with relevant industry for better skill development of students and provide research scope for teachers.

6. While campus placement is regular, there is ample scope for improvement.

7. E-Governance can be further strengthened in administration, finance, and management processes. The College also plans to enhance the internet facility within the premises which will additionally reduce digital divide.

8. The complete digitization of the Library with an Open Access System of operation will allow for greater accessibility.

Institutional Challenge

1. To maintain a comprehensive and continuous enhancement of educational standards keeping in view the present global competitive scenario and to address the learning needs of students in the world dominated by modern and dynamic technology in which the role of and relationship with AI has become more complex and vital.
2. Inculcating a deeper sense of appreciation among students to recognise the value of classroom teaching. It will improve their sense of discipline and strengthen student attendance in class
3. Institutionalisation of new teaching methods in keeping with the modern trend in educational technology, especially with the emergence of AI tools, and to make classroom teaching more effective as well as attractive.
4. Attracting students with admirable academic distinction and establish the faith of the stakeholders to improve the overall quality of the students as well academic performance of the College in the University Examination. This will also allow the College to compete with other premiere colleges and gain a reputation of dignity in the field of academia.
5. Receiving financial assistance from Central or State governments and providing research opportunities and facilities to academic growth.
6. To increase recruitment opportunities for the students in line with the current trends in the job markets, the Placement Cell of the College faces a tremendous challenge to ensure and improve the student

employment rate.

7. To increase the enrollment in various courses offered by the College.

8. To introduce new pedagogical and administrative trends, and train the teaching and non-teaching faculty in an attempt to diversify the workforce and make it more dynamic.

9. Generating internship opportunities for each and every student admitted under the CCF programme poses a considerably difficult hurdle.

10. The Alumni support leaves much room for fulfilling its potential and thus to transform the alumni association into an active platform for the progress of the Institute.

11. To make College more carbon neutral and to bring about a positive effect on the environment, more energy efficient projects to be implemented.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The College prides itself in its efforts in incorporating a yearning for knowledge and in developing an acumen to productively utilise information among its students. To meet the desired aims, it implements effective and rational plans and practices in different areas of curriculum delivery. Thereby, a well-documented process is adopted and the workload is suitably distributed to ensure participation from every member of the teaching faculty. Following the directions from UGC-MHRD, and the University of Calcutta, the College follows the CBCS curriculum and has adopted the latest CCF 2022 curriculum from the session 2023-24 based on the recommendations of NEP 2020. Academic tools such as teaching plan, teachers' diary, assignments, special lectures, curriculum feedback ensure thoroughness in knowledge delivery. Along with ICT enabled teaching methodologies, teachers employ classroom activities like quiz, and encouraging peer-learning in libraries to effectively deliver their lessons and ensure CIE routine is followed. Students are encouraged and guided in carrying out their project works. Regular departmental meetings are held to measure student development and locate space for improvement. Despite the rigorous nature of the course curriculum, teachers think of methods to enrich the course with ethical values. Students are thereby encouraged to practise compassion and kindness for others, display appreciation for their natural surroundings, partake in the social work organised by the NSS wing, and maintain a good mental and physical health. They enrol themselves in different certificate/ add-on courses to upgrade themselves. The College encourages students to participate in industry visits and field trips, even facilitating financial aid to successfully conduct these events. The IQAC keeps an eye on the curriculum elements in accordance with the approved guidelines. Feedback is collected from stakeholders to continuously gauge the metre of success and consistently make necessary improvements.

Teaching-learning and Evaluation

The College maintains transparency in the admission process and follows the guidelines of the University of Calcutta, maintaining merit and the minimum eligibility criteria. Being a minority college, it follows the reservation policy framed by the Governing Body functioning under the parent body, Shree S S Jain Sabha. The College offers an enhanced academic experience by placing a high priority on student-centric teaching and learning. The departments follow a well thought-out plan that not only helps to incorporate students into the academic programme through orientation programmes but also provides a clear understanding of their course and programme outcomes through the practice of CIE, parent-teacher meetings, & etc. It is with the consistent

and sincere efforts of the 46 full time teachers, approximately 31 holding NET/SET/Ph. D qualifications, that the vision and success of teaching learning methods are manifested. Teachers adopt student-centric strategies to deliver lessons, and focus on experiential learning. Departments also organise engaging activities that challenge and develop a student's knowledge capacity. The teachers employ various ICT enabled tools such as powerpoint presentations and using the Audio Visual implements to assist in knowledge delivery. Classroom interactions along with reports from student profile mapping help to evaluate PO-CO achievements. Altogether, these measures help to identify areas where students can improve. Consequently, remedial and special classes are organised. Besides these, seminars, workshops, excursions, online resource access through LMS and Google Classroom also aid in teaching learning activities, and to meet desired outcomes in students. Evaluation process of internal assessments and examinations are conducted with fairness and transparency. The pass percentage of students of the College is satisfactory, with opportunities for the percentage to enhance. The College, thereby, employs the responses collected online from Students Satisfaction Survey to consistently improve teaching-learning methods. Furthermore, a functioning grievance redressal system for examination related complaints assists students to lead a safe and joyous academic journey.

Research, Innovations and Extension

Having adopted a student-centric approach in its teaching methodology and placing importance in the worth of experiential learning, the College has developed an ecosystem for innovation and critical thinking. Such an approach encourages students to develop key skills necessary in their gradual progress towards their higher education in research and entrepreneurial endeavours. The College therefore provides financial and administrative support in the organisation of competitive events. Workshops and seminars have been organised by various departments and committees/ cells to promote an investigative and innovative mindset among students. The College has established MoUs and academic collaborations with several colleges and institutions. Notable in regards to innovation is the Department of Botany's successful efforts to set up a bio-compost manure production unit. The NSS wing of the College often in association with several departments conducts objective based extension activities. Such activities are aimed toward community wellbeing and to inculcate social responsibility among students through their active involvement. Awareness programmes on health, nutrition and sanitation, and other socio-cultural events develop empathy, compassion, teamwork and leadership qualities in students. The College has won valuable appreciation for its extension programmes, motivating it for striding forward with enthusiasm. While the College has gained recognition under Section 2(f) of UGC Act, it is yet to receive any funding for research from state or central authority. Several faculty members are engaged in research activities like M.Phil/ Ph.D Programme and many have published or presented papers in nationally or internationally recognised fora.

Infrastructure and Learning Resources

The College is situated in the midst of a lush campus area of around 2 acres. The five storey building itself measures 9088 sq. metre. The College is equipped with quality facilities that provide both physical and online support to cater to teaching-learning requirements, recreational activities, outreach programmes, administrative and financial functions, besides others. The College invests considerably to continuously upgrade and maintain its physical support facilities, that include academic support, IT infrastructure and others. Such maintenance is integral to the functioning of various institutional operations such as Administration, Admission, Finance, Teaching Learning and Student Support. Both WishNet and BSNL provide internet services to the College, and there are 21 access points/ Wi-Fi routers and 1 Gateway router/ Load balancing router installed at specific locations in the College to provide seamless internet connectivity. There are 144 IPHD surveillance cameras

placed at strategic locations to strengthen security of the area. The College has 31 well furnished classrooms with LCD projectors in 5 of them, 5 AV rooms and 22 laboratories, besides the 6 computer laboratories, one GIS Lab for Geography and a well furnished Cooking laboratory for the Food and Nutrition Department. Common rooms for boys and girls, multipurpose hall, a canteen, and a spacious college ground support the recreational, cultural and athletic endeavours of the students. The Central Library, located on the 2nd floor of the College building, over an area of 2872.9 sq feet, houses a vast collection of books, journals and magazines of a wide range of subjects, to aid students in their university examinations and prepare them for various competitive examinations as well. Equipped with the computers and Wi-Fi facility, the library provides space and scope for self study and peer to peer teaching. The Library uses the ILMS-KOHA Software. E-Library facilities such as access to online resources of the NList and British Council Library along with the online study materials shared via Google Classroom and LMS are steps towards establishing a robust and dynamic online learning resource facility for the students.

Student Support and Progression

A core element of the student-centric approach is providing a strong and functional student support system. The College undertakes dedicated efforts to ensure students benefit from the services of the College from the time of admission to attaining adequate training and guidance in their lessons, appearing for their university examinations, gaining sufficient opportunities to hone their skills through participation in various seminars, workshops, outreach programmes and socio-cultural and athletic events, and in their daily life during their academic journey. This also meets the mission of the College which is to provide a holistic development to its students. The College follows its own Scholarship and Concession Policy, assessed and determined by the apex body, which ensures meritorious students and those in need of financial assistance get access to higher education. Moreover, the students are also guided to access various government scholarships and financial assistance schemes, such as SVMCM, NSP, TSP, Student Credit Card, and Kanyashree, for their benefit. The College has put in place several skill enhancement courses, provides guidance for certain competitive examinations and offers career counselling opportunities to the students. An effective grievance redressal system is also in operation to ensure the student enjoys a safe environment to study. Students are continuously observed in their academic progress, especially once they graduate, to measure the success of the student-centric methods employed by the College. The College also encourages them in their academic and extra-curricular interests, urging them to participate in events held both in and outside the College, and takes immense pride in their performances in different sports and cultural events. The Alumni of the College, 'Cossipore Taradevi Harakh Chand Kankaria Jain College Old Students Association' registered under the West Bengal Societies Registration Act XXVI (1961), has shown immense promise in providing mentorship and guidance to the students.

Governance, Leadership and Management

Being a self-financed private minority institute, operating under the parent organisation Shree S S Jain Sabha, the College adheres to certain policies. These policies, relating to e-governance in admission, finance, student support, and other operations and services, and policies regarding environment, energy and other items, are framed by the decisions of the Governing Body, the apex body of the College, following the recommendation of the IQAC. The College's primary focus is to provide students with a high-quality education and meet their academic demands by implementing cutting-edge teaching and learning strategies. The efforts made to facilitate the vision's transformation into reality demonstrate the efficacy of the leadership and governance. The College follows a decentralised structure of governance, taking feedback from stakeholders to develop its forward

looking perspective plan, which includes fruitfully implementing NEP 2020, practising e-governance and establishing sustainable growth. With the support of the IQAC, the College is able to effectively deploy academic and co-curricular plans that focus on a number of objectives, such as designing teaching-learning methods, conducting Faculty Development Programmes, improving ICT and Library facilities and fulfilling the roles of placement cells. The different institutional bodies therefore work together to bring about a comprehensive development. Besides the formal self-appraisal system, the teaching and non-teaching members are regularly observed in the fulfilment of their daily academic and non-academic duties and are assessed on their performance. The College ensures the wellbeing of its staff by incorporating several welfare measures such as providing EPF and ESI, organising FDPs and career and skill building workshops, incorporating several kinds of leaves and benefits, conducting recreational activities, providing staff accommodations and offering a free bus service, among several others.

Institutional Values and Best Practices

The College has demonstrated sincere dedication to adopt measures and inculcate practices to refine and upgrade itself continuously. It has undertaken efforts to develop policies and establish mechanisms to become more inclusive, equitable and comprehensive in its student support as well as its interaction with the larger community. The College has an active Women Cell that conducts regular programmes to sensitise the students on the several issues surrounding gender and promote gender equity. Furthermore a gender audit is undertaken to identify areas for improvement and action. The lush green campus surrounding the College building sets the inspiration to incorporate several environment friendly initiatives. Thereby, besides conducting a green and energy audit, the College ensures a functional waste management system, encourages recycling wherever feasible, has installed a solar panel system to minimise the use of conventional energy, enforces energy saving measures, and conducts awareness programmes for instilling an appreciation and respect for the environment. The College also promotes cultural activities, outreach programmes, conducts events on Citizens Rights and Duties, and organises related events to inspire in students feelings of compassion, empathy, social responsibility and unity, and thereby build an inclusive environment in the campus. The two Best Practices of the College focus on establishing an environment friendly and clean campus and on incorporating upgrades that will improve the academic lives of 'divyangjan' students of the College. As for its distinctiveness, the College prides itself in its infrastructural upgrades and the student centric services it provides that allows the candidates to study and qualify their undergraduate programmes with ease and comfort.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	TARA DEVI HARAKH CHAND KANKARIA JAIN COLLEGE
Address	Tara Devi Harakh Chand Kankaria Jain College. 6, Ram Gopal Ghosh Road. Cossipore. Kolkata 700002.
City	Kolkata
State	West Bengal
Pin	700002
Website	www.thkjaincollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Mausumi Singh Sengupta	033-25326056	9830892492	033-2546800 8	principalthk@gmail.com
IQAC / CIQA coordinator	Suchismita Das	033-24660806	9831898703	033-2546800 8	iqac.thk@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	Yes Minority certificate document-college.pdf
If Yes, Specify minority status	
Religious	Jain
Linguistic	
Any Other	

Establishment Details

State	University name	Document
West Bengal	University of Calcutta	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	31-08-2023	View Document
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	09-05-2024	24	The institution runs BBA Honors under University of Calcutta and has received its approval from AICTE in the current session

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Tara Devi Harakh Chand Kankaria Jain College. 6, Ram Gopal Ghosh Road. Cossipore. Kolkata 700002.	Urban	1.98	9088.45

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)

Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Botany,Honours and Honours with Research	48	Passed ten plus two exam	English	20	2
UG	BSc,Microbiology,Honours and Honours with Research	48	Passed ten plus two exam	English	58	40
UG	BBA,Business Administration,Honours and Honours with Research	48	Passed ten plus two exam	English	80	79
UG	BCom,Commerce,Multidisciplinary	36	Passed ten plus two exam	English	100	68
UG	BCom,Commerce,Honours and Honours with Research	48	Passed ten plus two exam	English	820	507
UG	BSc,Zoology,Honours and Honours with Research	48	Passed ten plus two exam	English	35	10
UG	BA,Hindi,Honours and Honours with Research	48	Passed ten plus two exam	Hindi	40	14
UG	BA,Journalism And Mass Communication,Honours and Honours with Research	48	Passed ten plus two exam	English	48	22

UG	BSc,Food And Nutrition,Honours and Honours with Research	48	Passed ten plus two exam	English	27	10
UG	BA,English, Honours and Honours with Research	48	Passed ten plus two exam	English	67	63
UG	BSc,Computer Science,Honours and Honours with Research	48	Passed ten plus two exam	English	30	21
UG	BSc,Geography,Honours and Honours with Research	48	Passed ten plus two exam	English	20	7
UG	BA,Geography,Honours and Honours with Research	48	Passed ten plus two exam	English	10	3
UG	BA,Library And Information Studies,Honours and Honours with Research	48	Passed ten plus two exam	English	10	0
UG	BA,Ba,Multidisciplinary	36	Passed ten plus two exam	English,Bengali	100	11
UG	BSc,Bsc,Multidisciplinary	36	Passed ten plus two exam	English,Bengali	60	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				47			
Recruited	0	0	0	0	0	0	0	0	19	27	0	46
Yet to Recruit	0				0				1			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				43
Recruited	36	7	0	43
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	7	2	0	9
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	10	0	13
M.Phil.	0	0	0	0	0	0	2	2	0	4
PG	0	0	0	0	0	0	14	15	0	29
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	6	0	6
M.Phil.	0	0	0	0	0	0	3	3	0	6
PG	0	0	0	0	0	0	18	27	0	45
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	2	0	5
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	4	3	0	7

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	443	35	0	1	479
	Female	355	23	0	0	378
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	17	11	12	15
	Female	14	8	8	10
	Others	0	0	0	0
ST	Male	2	1	7	6
	Female	1	0	3	0
	Others	0	0	0	0
OBC	Male	12	10	12	14
	Female	10	6	2	11
	Others	0	0	0	0
General	Male	560	476	586	594
	Female	435	440	431	520
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1051	952	1061	1170

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The Vision and Mission of the College is aligned to deliver quality education and prepares the students to meet the challenges of career and life. This holistic development of students is made possible as the

	College practices a healthy mix of education with allied activities. Affiliated to the University of Calcutta, the College follows the guidelines for its different programmes and courses as directed by the University. The previous CBCS syllabus had certain provisions that have also found their places in the revamped NEP 2020 structure. As the College has successfully carried out the programmes under CBCS, it feels itself quite prepared for the initial implementation of NEP 2020. Besides the preparation of teaching plans and designing teaching methodologies, the College organises scientific and social interaction among faculty and students of different disciplines to strengthen the interdisciplinary ecosystem of the institution. The existing academic courses in different programmes form part of the multidisciplinary/interdisciplinary elective courses, like Computer Science and Management, Dimensions of Micro-Economics, Econometrics and Cost Analysis. Activities such as World Yoga Day and World Environment Day organised by the National Service Scheme (NSS) inculcate social awareness and responsibility. Add-on and certificate courses offered by the College also strengthen the interdisciplinary spirit as envisaged by the NEP 2020.
2. Academic bank of credits (ABC):	The University of Calcutta has implemented the CCF 2022 for the academic session of 2023-24. In preparation of ABC incorporation, the University had organised a workshop for the Principals and Teachers of the affiliated Colleges which the College participated. The participation was resourceful. Consequently, maneuvering within its administrative purview, the College maintains a digitised records of students' performance, has circulated the information about ABC system among students, and awaits further guidelines from the University for implementing the process.
3. Skill development:	NEP 2020 keenly focuses on skill development. Accordingly, the College provides opportunities to train and develop soft skills, teamwork, problem-solving, decision-making, analytical thinking, etc among students. The College maintains the practice of organising workshops and seminars to impart soft skills and life skills to both students and faculty. Workshops on technical education, training on GST, and programmes on Personality Development cut

	across multiple departments and help students to imbibe significant attributes in their preparation to seek employment and pursue higher education. The College collaborates with professional training institutes to conduct these events and also organises industry visits to provide practical training. Students also develop managerial and leadership skills, planning and entrepreneurship skills, and interpersonal skills by participating in co-curricular activities and organising events both on and off campus.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The College has maintained a practice of integrating the Indian Knowledge system by promoting the study of several Indian Languages in the undergraduate programmes through the Ability Enhancement Course which offers choices among Hindi, Bengali and English. Celebration of Yoga Day and observation of Mother Language Day, Rabindranath Tagore's Birth Anniversary, Hindi Diwas, visiting Museums and Libraries, and maintaining the traditional theme in various in-house events also promote the values of the Indian Knowledge System.
5. 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 chosen careers and succeed in their future endeavors. Both CBCS and CCF urge the redesigning of the education structure into a student-centric approach. This allows the incorporation of evaluation of student progress based on their performance in projects and laboratory work, participation and organization in seminars and extracurricular activities and expressing their critical thinking in classroom assessments. Fresh graduates are also encouraged to respond to a survey system designed by the College, and the responses are utilized to better refine and implement the COs.
6. Distance education/online education:	The College has no provision to offer distance learning options under its affiliation to University of Calcutta. The College however has set up a user-friendly Learner Management System (LMS), called e-shikshakrom, as well as uses various online platforms such as Google Classroom, etc. to share study resources with its students.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The College conducts several activities to raise awareness among the students about the voting process in India and the voter's responsibility. These activities related to ELC are primarily organized by the NSS wing of the College. However, a dedicated club under the Student Activity Centre (SAC) is yet to be established.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The NSS wing and the Department of Political Science have the responsibility to undertake functional ELC activities. The Department of Political Science organises programmes and awareness drives to which students of all departments are invited and encouraged to participate, as part of ELC motivated activities. For ensuring further effectiveness, the staff advisor along with student coordinators attends regular meetings and other training programs organised by the District Electoral Commission. For greater participation and ensuring wide representation, new voters are continuously motivated to enroll themselves in the Voter List every year through the conduction of orientation programmes.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the underprivileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc. The College has conducted several programmes that focused on Systematic Voters' Education and Electoral Participation (SVEEP) to generate awareness among prospective voters, following the guidance of the Office of the Electoral Registration Officer. The awareness programmes, conducted on 06.12.2022 and 07.09.2023, were led by teams from the District Election Office, Kolkata (North). The helpful guidance and information provided by the teams have proved to be immensely valuable for the students. Students are actively encouraged for their participation in the Youth Parliament Competition held by the College every year. Students from all departments are motivated and trained to take part in

	the competition which apprises them of electoral and parliamentary processes. Such awareness programmes aim to initiate students into the electoral process and imbibe in them the good sense of voter's responsibility. As such, the campaigns organized by the College in association with the NSS wing have till now centred on the requirements of the students.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Students participate in Voters' Day rallies, debates, and extempore competitions, which make them aware of political and social issues and electoral procedures. These rallies also help inform the citizens of the neighbouring areas aware of democratic values and rights so that they can act as vigilant and active citizens. Every year on 26th November, the National Constitution Day is organized. Eminent speakers deliver lectures to educate young and potential voters on their responsibilities towards voting.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The students are encouraged to cast their votes and take part in the democratic process of the nation. The NSS wing of the College organized a Voter Awareness Campaign "Mera Pehla Vote Desh Ke Liye" that included a poster making competition and a quiz competition. Through these activities the students gained the information on voter responsibility, the election process exercised in the country and an appreciation for the Election Commission of India that undertakes the mammoth task of conducting elections in our country.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2921	3055	3027	2890	2940

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 51

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
43	41	40	38	39

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
318.633	154.798	130.088	184.335	264.769

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Since its foundation in 2006, Tara Devi Harakh Chand Kankaria Jain College has endeavoured to provide quality education and humanistic values to the learners, and to this noble pursuit, the entire academic and administrative staff have devoted their will, effort and dedication. The college is affiliated to the University of Calcutta and offers a range of courses in science, arts and commerce streams following the curriculum of the University. The College recognises the significance of a well-planned curriculum planning and delivery that ensures a sterling standard of imparting knowledge.

- **Workload and Syllabus Distribution:** Innovation in thought and practice is essential to create in students a thirst for knowledge and to motivate them to higher levels of growth. Therefore, at the outset of a new session, the different departments of the college hold meetings to discuss the distribution of syllabi among the faculty members, ensuring equitability and a balance between proficiency and preference for the various topics of the annual/CBCS syllabi.
- **Academic Calendar and Time Table:** Syllabus distribution is followed by the discussion and preparation of the academic calendar and the weekly routine. This interdepartmental activity is performed by representatives from each department of the college, and is headed by the Principal. Each teacher of the department also prepares a teaching/ lesson plan which often includes students' suggestions to include egalitarianism in the teaching process.
- **Teaching Practices:** Before the commencement of classes for First Semester, the respective departments hold Orientation classes to introduce the fresh batch of students to the course syllabus, course structure and course outcome. Throughout the semesters, students are continuously trained, encouraged and supported to ensure the completion of syllabi by employing Audio/Visual and ICT-enabled teaching methods, organising or encouraging participation in seminars, arranging special lecture sessions, organising field trips and excursions, internship programmes, and activities like Poster Making Competition.
- **Supplementary Evaluation Practices and Study Resources:** Classroom activities like Quizzes, Evaluation Tests, Board Work, etc. are consistently undertaken to ensure the interests and purpose of the students remain taut and firm. Students are also encouraged to practise Self-Study and Peer Learning and enjoy the resources of the College Library. Such practices allow the teachers to constantly chart the progress of individual students and identify those who may require additional aid and guidance. Remedial classes are organised to help such students.
- **Best Practices for Departmental Administration:** The departments keep careful records of both departmental and classroom activities. They hold regular meetings to discuss class attendance, results of assessments tests and tutorials/projects, and end-semester examination results to evaluate the students' performances and thereby assess the success of the teaching-learning methods and identify the spaces for improvement.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 12

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Other Upload Files	
1	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 9.71

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
248	491	640	10	51

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Indian Education has always centered around a humanistic value-oriented learning since the Early Vedic Ages. Later Sages, such as Dayanand Saraswati, Swami Vivekananda and Rabindranath Tagore, have emphasized upon imparting an ethical and holistic education that should go beyond the academic scope of the syllabus, crosscutting issues and course limitation, and create wholesome learning. The College bows to the great teachers and strives to provide every student with values and morals that would help them become ideal human beings and enrich our society.

1. Following the curriculum of the University, the College prescribes Environmental Studies as part of its Compulsory subjects. It also offers courses in various disciplines such as Political Science, English, Bengali and Hindi Literatures, Commerce, Business Administration, History and Journalism and Mass Communication and Film Studies, courses which celebrate the creative abundance of humanity, teach how to develop values of empathy, compassion and tolerance, and create an understanding of professional ethics and acceptance. Courses taught in departments of Microbiology, Botany and Zoology inculcate a sense of environmental awareness and appreciation for the natural surroundings. Various aspects of the courses taught in the college focus on certain key social and human values. For example, Marriage and Human Relations (Human Development), and Media, Human Rights, Gender, and Environmental Studies (Journalism and Mass Communication & Film Studies).

2. The NSS wing of the College conducts regular programmes to promote social work and teach social discipline, while the Department of Political Science organizes lectures to honor Constitution Day.

3. The Women Cell of the college organizes lectures to create awareness of gender discrimination and sensitize students on the issues of gender, while the NSS and Food and Nutrition Department collaborate to hold events on the occasion of International Human Rights Day to promote equality.

4. The Language departments conduct International Mother Language Day aimed to promote language inclusivity and demolish language discrimination. These events and activities of the

NSS wing and Women Cell aim to develop the ethical awareness in the students and promote Human Values like compassion, gratitude, generosity and kindness.

5. The College celebrates World Environment Day and Earth Day with seminars and activities to inculcate respect and compassion in students for the world they live in. Some of the events include National webinar on Industrial Applications and Sustainable Development which creates awareness among students, and Observance of Biodiversity Day: A special lecture session and students' Quiz & photography Competition which promotes appreciation and respect of the environment through information and art. Both the events were organized by the Department of Microbiology.

6. The College understands that the core of a generous and responsible human being is driven by good mental and physical health. Events such as World Health Day, National Nutrition Week, Webinar on Mental Well-Being, and International Yoga Day as well as a regular counselling session from a certified counsellor promote and help the students to lead a healthier life.

The College takes pride in being a prime educational institute. This pride stems from the humility and wisdom in knowing its significant role as a social element and the duty it has towards creating a more holistic, aware, competent and inclusive society.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 62.07

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 1813

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on

the feedback is made available on institutional website

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 74.12

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
1051	952	1061	1170	1008

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1498	1498	1363	1363	1350

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 64.89

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
56	36	44	56	39

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
75	75	69	69	68

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 67.93

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

THK Jain College practises employing teaching methods evolve and diversify keeping in mind the student's needs. These methods promote curiosity and interest in students, enabling them to apply classroom learning into practical knowledge.

1. Teachers assign activities such as poster making competitions on relevant topics enabling students to rethink important aspects of the course and create engaging visual media presentations on paper or digitally. Similarly, quiz competitions, debates and wall magazines are several other activities are included that convert learning into practical and experiential pursuits.
2. Departments organise Field Trips, Excursions and Educational tours to promote learning in students. For example, the Food and Nutrition Department has conducted fieldwork to different centres of Integrated Child Development Services to inculcate in students the social value of their chosen field of study. The excursion to Rinchenpong organised by the Department of Geography has provided an in-depth practical understanding to students.
3. Seminars, invited lectures, student enrichment programmes and career counselling programmes are organised regularly by all the Departments. Eminent academicians and researchers are invited to conduct lecture sessions and seminars. The College has adopted and continued the habit of conducting webinars since the pandemic, utilising a new window of opportunity for greater accessibility between students and valuable resource persons.

Participatory Learning engages students in the educational process, through games and interactive sessions, case studies, and group activities, helping students to build confidence, teach teamwork and discipline, and develop problem solving methodologies.

1. The College organises education fests, such as FINASTRA by the Commerce Department that enhance learning experience. Students are also encouraged to participate in a range of inter-college activities. Such fora provide opportunities for students to learn and showcase their skills.
2. Teachers often inculcate the surrounding green campus into their teaching. The Department of Botany maintains a medicinal garden on the college campus and thereby has introduced no-walls, practical learning in its mode of teaching. Besides these, laboratory work, and library visits etc. form part of teaching methods.
3. Various in-house events, including film festivals, encourage students to apply their learning and create models and presentations that improve their understanding

With the age of technology upon us, the college recognizes the significance of ICT-enabled Teaching Methods, and thereby the teachers employ a range of tools to provide effective learning.

1. Study materials and media links are shared through LMS and Google Classroom for aids in learning, ease of access as well as to reduce paper consumption and promote sustainability.
2. ICT enabled classrooms and Audio Visual rooms are used by teachers to conduct classes regularly.
3. Students enjoy the benefits of the e-resources as the college provides access to online research databases through the INFLIBNET - NList and BCL subscriptions.
4. Tools such as Microsoft Office, Adobe Photoshop, Adobe –In-Design, Quark Xpress, Python and QGIS, are used by teachers as part of their teaching process.

From celebrating notable days that allow opportunities to learn and honour important occasions such as

National Science Day, to implementing the tools and methods to make learning wholesome and practical, the College adopts student centric learning methods to transfer knowledge better and provide opportunities for valuable life experience.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
43	41	40	38	39

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 58.71

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
27	25	24	20	22

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	**View Document**
Institution data in the prescribed format	**View Document**
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awareded by UGC recognized universities	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

THK Jain College meticulously maintains transparency of internal and external assessment and timely redressal of grievances. The following mechanisms are adopted:

1. 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 provided by the University of Calcutta to ensure the transparency of the examination and evaluation process.
2. Students are asked to be regular in both theory and practical classes. Students with low attendance are given warning through email, SMS and other online platforms.
3. 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.
4. 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.
5. Midterm and Selection Examinations (for Annual System) and Internal Examination (for CBCS) are held before final university exam following the guidelines and the stipulated time span provided by the University. Notifications regarding date, syllabi of the internal examination and the room allotment are shared in college notice board, website, and other online platforms.

6. The departments hold meeting to distribute responsibilities of question paper setting, answer script evaluation for midterm, selection or internal exam. The evaluated answer scripts and all relevant documents are preserved.

7. The departments issue notice regarding the dates of final university examinations both for theoretical and practical papers. Exam related notifications are shared in the college website on regular basis.

8. 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.

9. During the pandemic period students have been communicated about class and exam schedule well in advance. They have been guided how to submit answer scripts through online portal. Students were provided with separate e-mail ID from the college so that they can enter the Google classroom. Question papers of online examinations were always sent to the respective e-mail IDs of each student and those were also shared in the college website and Google classroom. The teachers and staff of each department dedicatedly controlled the receiving of the scanned answer scripts within stipulated time.

10. 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, Grievance Redressal portal on college website, emails (grievance@thkjaincollege.ac.in), through the feedback form or physically submit 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	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

PO-CO based learning is a student-centric approach where teaching and learning take place once the goals and outcomes are determined for both course delivery and assessment. Departing from the traditional framework of assessing a student's academic worth through annual examinations, the PO-CO method measures the pupils' performance, or outcomes, across various levels, thereby providing a holistic approach in both assessment and development. In this method, the desired outcomes of each course and each programme has to be identified at the onset, and then responsibly communicated to the primary stakeholders, namely the students, so they can attempt an informed choice.

The College practises OBE and POCO 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 teacher has now adopted the roles of co-learner and collaborator in addition to being a mentor and facilitator in the PO-CO process. The classrooms provide continuous opportunities for teachers to convey the course outcomes to the students and ensure clarity of their objectives during lessons.
- The college website provides structured and digitised information on POs and COs, and has even utilised the facilities of the online portal through which the mapping of POs and COs is done. The information chart generated through mapping is shared on the website for the benefit of all the stakeholders.

After detailed discussions of the faculty members, the departments design their respective POs and Cos that reflect the essence of the course. While POs may include a wide range of desirable attributes that students are encouraged to develop by the time they graduate, COs are more discipline and skill specific. Together, they aim to inculcate in students abilities to develop life skills, take pride in the nation, gain respect for its varied culture and learn to become honourable human beings.

- The PO-CO mapping available on the website 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	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Once the POs and the COs are identified and determined, the next step is 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-curriculars, 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: 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: 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, to 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 measure the student's academic growth in the classroom.
3. The Direct and Indirect Methods bear 80 % and 20 % weightage respectively. Their careful study guide us to assess the attainment of the POs and COs for each successfully qualified student. The measure of a student's academic growth becomes the significant unit to gauge the attainment of POs and COs.
4. Employability and placement records of students can be used to assess the effective attainment of COs and POs. The ability of students to successfully complete off-campus placements and internships attests to their learning objectives.
5. The advancement of students to higher levels of education is a significant metric to assess the outcome of their progress, as do their successful passing of competitive examinations.
6. The departments maintain contact with their former students to nurture the continuous evaluation process by recording their advancement in further study, employment, or other sectors.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 75.4

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
477	896	874	825	563

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
967	1059	893	869	1033

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.37

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The College has founded an ecosystem for innovation and preparation for students to lead them in realising their dreams. Thereby the resources and infrastructure of the College are designed to supplement and nurture their curiosity and creativity, and teach them to transform their ideas into practical products.

Departments of the College, such as Business Administration and Commerce, take initiatives to organise competitive events and academic fests to expose students to real world challenges. Students are encouraged in these events to brainstorm ideas and devise solutions, participate in simulated business environments through case-studies and engage in debates, thus developing the qualities necessary to face the challenges of the professional world. Simultaneously, special lecture sessions are organised to provide the students with valuable knowledge. The Department of Botany has developed a bio-compost manure production unit with the intention of cultivating in the students innovation and creation. The

College is in the plans of converting hard work into viable commercial ventures as well as establishing an Institutional Innovation Cell that would encourage students to participate in creative model presentations and promote business aspirations and employment generation among students.

Research oriented lectures for faculty, such as development programmes and workshops on research methodologies and ethics, aid and provide scholastic growth to the teachers, while commemoration of important days such as National Science Day promote inquisitiveness and knowledge among students. Students are encouraged to conduct primary research for their dissertations. The dissertations with promise and excellence are preserved by the College as a gesture of appreciation. Such activities therefore aid in developing an investigative and analytical mind-set in academicians of all ages.

The College has also organised several lectures on Intellectual Property Rights for faculty and students to raise awareness about the significance of IPR and its different form - Patents, Copyrights, Industrial Designs and Rights among others. The College aims to establish future collaborations with industries, and research organizations, to facilitate the exchange of ideas, expertise, and technologies among students. These efforts are in line with the discussions and decisions taken in objectives of the need for innovation as proposed by NEP.

The College follows the curriculum of Choice Based Credit System prescribed by the University. As such the institution actively integrates a thorough understanding of the rich legacy of our nation into the courses, incorporating the culture, literature, creative industries, and life sciences of our national knowledge. Departments of Bengali, Hindi, History, Geography, Zoology, Botany and Political Science integrate the traditional wealth of knowledge that enrich the student's understanding and relationship with life. The Indian Knowledge System therefore has become an interdisciplinary course that imbibes Indian ideals with global perspectives.

In its endeavour to create a holistic approach to address the need for nurturing ideas that will contribute to the betterment of society, the College provides a one-stop solution for its young innovators and entrepreneurs.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 53

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
15	11	20	3	4

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.1

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1	1	2	0	1

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.2

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
6	1	1	0	2

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The College conducts regular outcome-based extension activities through its NSS unit as well as under the patronage of the parent body. Several departments of the College also organise activities that promote wellness in the neighbouring community and encourage students to undertake social responsibility. The College has engaged itself in various kinds of extension programmes. Few of the highlights are as follows -

- **Awareness programmes –**

The NSS unit of the College and the Department of Food & Nutrition have conducted various awareness programmes, e.g. dietary survey and awareness regarding healthy cooking, women's menstrual cycle and hygiene among the neighbouring slum dwellers, and has organised street cleaning activities alongside campus and slum areas. To foster national integration and solidarity, national flags have also been

distributed under the theme *'Har Ghar Tiranga'*. Academic accessories (books, pen, pencil etc.) have been distributed among the neighbouring community to inculcate the importance of education.

- **Healthcare service & awareness-**

The College under the patronage of Shri. S.S. Jain Sabha, the NSS unit of the College, and the Department of Food & Nutrition have extensively conducted healthcare services and awareness programmes from time to time over the past five years to expand its community reach. Thereby, clinical examination of infants and pre-school children, and of residents of old age homes and slum dwellers have been organised. Regular visits to schools, rural medical centres and *Anganwadi Centres* have also been conducted. The College under the patronage of Shree S. S. Jain Sabha had taken proactive measures to supply oxygen and other medical services to the needy during the pandemic.

- **Nutrition campaigns –**

The NSS unit of the College and the Department of Food & Nutrition have undertaken various nutrition service campaigns for the underprivileged residents of the area. Mothers are educated about low-cost nutritive food for their children through the '*Poshan Maah'* campaign while '*Food on Wheel*,' and '*Let's Feed Together*' are initiatives to distribute food to the needy in the neighbouring community. Ration is distributed monthly to the economically disadvantaged families.

- **Cultural workshop -**

The NSS unit has organized various workshops to educate the school children of the neighbouring slums. Sit-and-draw competitions and essay writing competitions have been organized for them. Celebrations of Christmas and Children's Day in the neighbourhood area are some of the cultural practices to name.

Outcome towards the students –

- The community service initiatives make the students empathetic to the needs of the deprived members of the community, and nurture in them generosity and develop a sense of social responsibility.
- Students become aware of the importance of sanitation, education, nutrition, health & hygiene and gain compassion for the under-privileged.
- They also learn leadership, teamwork, and communication skills as part of their personality development, creating a foundation for tackling real life problems.
- The students acting as NSS volunteers from different departments engage with the community to gain knowledge of the various societal problems while attempting to spread awareness in the neighbouring community. They learn to interact, educate, communicate, and practical support skills. Additionally, it promotes the institution's values of social responsibility and helps to build a positive image of the organization in the community.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The College encourages, initiates and supports the conducting of extension activities through departmental projects and community service and awareness campaigns of the NSS wing of the College. Such activities enhance the experiential learning of the students as they bridge the gap between classroom learning and practical application, offering a holistic education

The College values the recognition it has received for the successful completion of the outreach activities and is dedicated to further expand its efforts for the moral and societal betterment of the students and the community.

Smt. Jhumur Mondal was awarded as the Best Programme Officer by the University of Calcutta in 2019 for her dedication and sincere efforts in carrying out several outreach programmes as in-charge of NSS wing of the College.

The students of the Department of Journalism & Mass Communication and Film Studies were awarded the First Prize in the competition organised by Ramkrishna Mission Sadapitha Belur Math in collaboration with Peerless Skill Academy. The event, a documentary competition on 'Swami Vivekananda's Influence on Freedom, with emphasis on local regional contribution', was an initiative of the Govt. of India to commemorate 75 years of Independence. The students of the department had made the winning documentary on Swami Vivekananda, titled 'Universal Individuality, Universal Religion.'

The NSS unit of the College also gained appreciation and recognition from the Ministry of Youth Affairs and Sports, Govt of India, through the honourable mention in their Facebook post, for starting a food van that serves food to over 200 underprivileged children in Kolkata.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 37

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry,**

community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
12	9	2	3	11

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 7

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The College offers the students a well-established infrastructure for their learning and co-curricular activities. The green campus covers approximately 2 acres of area within which resides the College building, comprising a total area of 9088.45 sq. meter (G+4). The departments and classrooms are spread over the building's 5 storeys.

The College guarantees an excellent quality of physical and virtual facilities in the following areas:

- **31 well-furnished classrooms** with **LCD projectors** in **5 rooms** along with **2** additional **mobile projectors. 10 rooms** with **auxiliary audio facilities with wireless microphones**.
- **5 Air-conditioned Audio-Visual rooms.**
- **22 Laboratories** across various departments furnished with the latest equipment for practical demonstration.
- **6 computer laboratories** for practical classes for the students of various departments e.g. **Journalism & Mass Communication, Computer Science, Geography, BBA & Commerce.**
- **GIS Lab** for Geography.
- Well-furnished **Cooking Laboratory** for the Department of Food & Nutrition.
- Updated **Hardware and Software lab** for Computer Science.
- Facilities such as **Studio floor with Chroma**, **Audio Production Facility and Production Control Unit** for **Journalism & Mass Communication** and **Film Studies**.
- One **Sony HNX3** and **three Canon X50 Camcorders** for audio-visual production, one **Canon 5D Mark IV**, **Canon RP (Mirrorless)** and one **Canon 700D** for Still-photography, **Zoom H6N, Zoom F4, Dubbing Mic**, **Online Editing Mixer** and **Sound Mixing** instruments jointly used by the departments of **Journalism & Mass Communication** and **Film Studies**.
- **N-point** system facility for **Business Administration**.
- **Spectrophotometer** for Bio-science students, **Distilled Water Plant** for students of Chemistry and Microbiology
- **Butterfly Garden** maintained by Department of Zoology
- **Medicinal Plant garden, Green Manure Manufacturing Unit and Specimen Museum** maintained by Department of Botany
- **The College Library** houses approximately **9752 books** (as on 30th June, 2023), **subscription of 9 academic journals**, **9 magazines** and a good number of **N-List** journal subscriptions.

- Subscription in **G-Suite Education** while accounts exist in Public media platforms e.g. official **YouTube Channel**, Social media handles e.g. **Facebook, Instagram** etc.
- **Wi-Fi** (**200 mbps**) and **LAN** connection throughout the college building.
- Fire safety systems with **Fire extinguishers**, **hose pipes**, ceiling mounted **fire-fighting sprinklers** in all the floors.
- **Reprographic** facilities for making photocopy of books or any other documents.
- **Indoor** common rooms (both for Girls and Boys) and **Outdoor playground** for sports e.g. table tennis, basketball, football, cricket etc.
- **Multi-purpose hall** and **specious college ground** for cultural and other related activities.
- Toilet facilities for **male, female students, and staff** as well as for **specially abled** persons.
- **CCTV** cameras throughout the campus with a monitoring facility at the ground floor office.
- The college has **two elevators** accessible from ground to the top floor.
- A **Sick Room** at the ground floor with **primary aiding facility**, supplied with **bed**, **oxygen cylinder, wheelchair etc.**
- B**us service** to students with a pick up and drop facility for both morning and day shifts.
- **Rooftop solar power panels** of total **30 KW**.
- **Safe drinking water facilities** available in all the floors.
- Spacious **Canteen** for the students.
- **Parking space** within college premises.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 34.47

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
125.728	48.439	63.400	35.972	89.278

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Central Library of the College is presently located on the 2nd floor of the G+4 storey College building, over an area of 2872.9 sq feet. Over the years, the collection of the books has grown and at present the library boasts a collection of around 10,000 books, journals and magazines on various subjects. Our library is equipped with up-to-date computers, internet facility and Wi-Fi.

The automation in our library has been employing the services of **Integrated Library Management System (ILMS) - KOHA Software**, customised by the Bengal Library Association, as well as a 24x7 **Online Public Access Catalogue (OPAC)** since 2014-2015. The resources of **NLIST (accessed through INFLIBNET)** have also been made available, allowing all stakeholders of the library to easily access a vast collection of e-books and e-journals. Through subscription to SODHSINDHU Consortium, the College has made an attempt to widen the horizon of knowledge for both students and teachers. Library books are classified by using DDC 23 schedule and books are tagged by Barcode and Spine code.

Apart from the Central Library, each department runs a departmental library consisting of books of relevant subjects, and students can borrow books from departmental libraries as per their requirements.

1. Integrated Library Management System (ILMS)/ Library Automation:

- **Name of ILMS software:** Customised software, KOHA
- **Nature of automation:** Partially
- **Previous version:** 18.05 from 2019-2020
- **Present version:** 22.11.06 from 2023-2024
- **Year of Automation:** 2014-2015 (Customized software)
- **N-LIST** membership (www.nlist.inflibnet.ac.in) from 2018-2019

- **British Council Library (BCL)** membership (https://www.britishcouncil.in) from 2015-2016

2. Subscription of E-resources:

- E-Journal (From N-LIST subscription): Access of 6293 e-journals
- E- Book (From N-LIST subscription): Access of 195744 e-books

3. Subscription of Journals:

- Arthshastra Indian Journal of Economics & Research
- Current Science
- Indian Literature
- Indian Journal of Finance
- Media watch
- University News
- Indian Journal of Biotechnology
- Journal of Bioscience
- Transactions
- Resonance Journal of Science Education

4. Subscription of Magazines:

- India Today
- Down To Earth
- The Week
- Tell me why
- Pratiyogita Darpan
- Banking Services
- Civil Services
- Achievers

5. Subscription of Daily Newspaper:

- Anandabazar Patrika)
- The Economic Times
- The Times of India
- The Telegraph
- The Hindu

- **Special Collection:**
- Teachers and college publications
- Books and competitive examination
- Women education section
- Jainism section
- Historical museum
- Reference section

- Seminar library

6. Central Library Facilities:

- Lending books to students against valid Library Card.
- Reading space for students and teachers in separate areas.
- Separate journal section
- Electronic Resources Section
- Career guidance section
- Newspaper section
- Reprography services
- Wi-Fi services
- Web-OPAC services
- Display of New Books arrival section
- Historical Museum

7. Library Activities:

- **Conducting Library Seminar/ Workshop:** Library has arranged web based seminars for teachers, students and research scholars.

8. Future Plan:

- Extensions of the library stack room.
- Introduction of RFID system.
- Informal learning zone.
- Purified Drinking water
- To equip the library with Air condition (AC).
- User attendance will be biometric

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth

within a maximum of 500 words

Response:

The College provides and updates its quality IT infrastructure, integrating its functioning to crucial institutional requirements, such as Administration, Admission, Finance and Teaching Learning Process. The emergence of the pandemic has necessitated the acceleration of the practice.

Internet Facility:

- College obtains services from two broadband connections, WishNet and BSNL. The former was initiated in the session of 2017-18, and bandwidth upgradation was done in the session 2020-21 with the current plan of internet connection being BIZ_200 supporting 200Mbps under FTTH. The BSNL broadband connection has an internet speed of 25 Mbps.
- The College has 21 access points / Wi-Fi Routers, and 1 Gateway router/ Load balancing router with the static IP address 103.42.124.84. Number of switches are 21 (20 L2 switches and 1 L3 switches) since the 2020-2021 session.

Precautionary/ Preventive Measures:

- The initial 64 Analog camera installations, done between 2014 and 2018, have been replaced and upgraded with 144 IPHD Cameras installed at strategic positions in the College campus.
- A server is dedicated for storing the recordings for 15 days.

Cloud Data Storage Facility:

- College maintains a centralised server of "Lenovo RAC Server", with 8bay 4.8TB storage RAID, 64 GB RAM, Intel 12core XEON Processor, and 12TB RAID NAS device as Secondary storage (with Centralized Online UPS) for storing official data.
- College has a G-Suite account with domain "thkjaincollege.ac.in" to access Google Cloud services.

Automated Virtual Learning Environment:

- College maintains the Learning Management System for students and teachers.
- G-Suite Education is used to enhance the Teaching Learning Process.

Biometric Attendance Recording Facility:

- College installed biometric fingerprint recognition system, "ESSL X990 FINGER Print Biometric" between 2014 and 2021 which was later upgraded to biometric face recognition system, "ESSL AI FACIAL T&A AIFACE MARS" since 17.01.2022 for recording employee attendance.

E-Library Management System:

- College has maintained an ILMS named KOHA - a cloud based software purchased in the 2014-2015 session and renewed in the session 2022-23.

- Central library has maintained the facility of barcoded library cards since 2020.
- It offers e-resources for students and teachers.
- College has maintained the membership of the N-LIST database since 2018-19 and British Council Library (BCL) database since 2015.
- Central Library enjoys Online Public Access Catalogue (OPAC) with remote access.

Infrastructure:

- College has 208 Desktops & Laptops, 25 Printers, 4 Scanners, 2 Photocopiers, 1 Barcode Reader and 15 projectors, shared by every department.
- The Geography department has been using Open-Source Software QGIS for Remote Sensing and GIS since 2017. Also, the Department of Computer Science uses softwares like Dev C/C++, Eclipse, XAMPP, Python IDE, Adobe Photoshop, Macro Media Flash, MS Office, etc.
- College has 11 iMAC Computer devices and 1 MacBook in the Journalism and Mass Communication Department.
- College has maintained an Online Admission System since the session 2020-21 with the aid of 3-S Solution Software, which later was upgraded in association with Green Campus Technology from the session 2022-23.

College has multiple ICT Enabled Classrooms consisting of Projectors and Microphones, besides several Audio Visual rooms.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 19.47

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 150

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 27.41

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
62.569	62.057	36.144	58.789	68.936

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 66.59

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
620	3055	3027	2890	286

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 42.67

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
2921	3055	353	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 17.61

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
134	190	125	129	62

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
477	896	874	825	563

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.43

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
10	2	1	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

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 last five years

Response: 10

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
5	1	1	2	1

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 15.4

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
25	20	7	14	11

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

The Alumni Association of Tara Devi Harakh Chand Kankaria Jain College is registered as 'Cossipore Taradevi Harakh Chand Kankaria Jain College Old Students Association' under the West Bengal Societies Registration Act XXVI (1961) with registration number SO245986 of 2015-2016 on 13th Nov, 2015. The association is formed with the posts for President, Vice-President, Secretary, Asst. Secretary and Treasurer. As per the latest records, the association consists of 624 members.

The Alumni Association of the College plays a crucial role in preparing the students as they make their way from the nourishing domain of the Institution and enter into the severely demanding and complex world of profession and commerce. The Alumni perform the significant functions as that of both guide and companion by helping the current students navigate their career choices and shaping their perspective through several career objective programmes that are held throughout the academic year and across various disciplines of the College. To mention a few, the Departments of Microbiology and that of Journalism & Mass Communication and Film Studies had organised webinars as well as offline interactive sessions between the current students and the pass-out students to discuss future prospects of the undergraduates once they complete their degree courses, as well to present significant knowledge about their respectable industry as yet experienced by their seniors. The Alumni members also enjoy continued interaction and engagements with the teachers of the respective departments and thereby gain an informal understanding about the current situation of the students and their needs. These interactions help the Alumni members to organise programmes which will benefit the students greatly. Thus, the Alumni Association occupies the other side of the enrichment programme for students as the greater interaction with the Alumni allows the students to gain deeper and more significant awareness of and preparedness for the world outside.

To dull the edge of stress due to continuous work and study, the Alumni Association organises recreational and fun-filled activities, such as exhibitions and indoor games tournaments. These festivals and events not only forge a stronger bond between the current and ex-students, but they create a sense of belonging with the Institution itself, transforming the College to a home away from home for them.

Besides being active participants in organising events and activities, the Alumni members continue to extend a helping hand in every College event. Ex-students of the Departments of Microbiology and Commerce have authored books and donated copies, and several ex-students participate as resource persons during the annual College Fest, Ripples. The continued presence of the Alumni Association is a testament to the success of the College as a nurturing crucible for young minds and as an ever burning

beacon of inspiration.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The Vision and Mission of the College act as guiding stars to steer institutional actions and decisions. The College frames its forward looking perspective plan by emphasising on moral and ethical values, skills to strengthen employability and research capability in students, and cultivating an inclusive educational environment.

NEP Implementation:

NEP 2020 envisions a holistic and multidisciplinary environment. To draw even closer to NEP goals, the College has reframed its policies with a forward-looking Institutional Plan.

1. Reformulating teaching methodologies towards practical education, promoting digital literacy, and implementation of a comprehensive student mentoring and support system.
2. Introduction of new undergraduate courses along with online courses.
3. Ensuring the continued practice of transparency and credibility in student evaluation processes and academic administration.
4. Enhancing laboratory and library facilities to support research endeavours.
5. Outreach activities by the NSS and the parent society nurture and develop social bonds with the community.
6. Faculty participation in workshops and conferences are encouraged for sustained educational growth, meet challenges, and address future opportunities.

Sustained Institutional Growth

In the past five years, the institution has incorporated steps to advance sustained growth in various areas such as infrastructural development by incorporating ICT tools, ease of governance by employing various softwares and adopting environmental friendly practices such as rainwater recycling and installation of solar panels.

Decentralisation:

The College is run and managed by 'Shree Shwetambar Sthanakvasi Jain Sabha Society'. The leadership of the college consisting of the Governing Body, the Principal, and IQAC takes important decisions to implement the vision and mission of the college. Under their guidance and supervision, the Academic Committee consisting of all the departmental heads ensures dissemination of quality education, promotion of co-curricular and extracurricular activities, mentoring of students outside the classroom,

and maintenance of decorum. Teachers also take up additional roles like that of representative in the Governing Body, Academic Coordinator, departmental in-charge, convenor and member of different committees and cells. The institution has set up an administrative hierarchy to facilitate effective decentralisation and enhance participation of staff members in the management of the institution. The Governing Body includes members from the Society, Shree S.S. Jain Sabha, affiliating University nominees, a student representative and non-teaching representative along with others, so that everyone associated with the institution in different capacities can get a platform to share their opinion and recommendations to achieve decentralisation and participative management across all levels of the administrative setup.

Participation in Institutional Governance and Perspective Plan:

During the challenging transition to online learning necessitated by the pandemic, thereby demonstrating the steps undertaken as part of short term perspective planning. Institutional governance involves active participation from various stakeholders, including faculty, staff, students, parents and the broader community. Their input and engagement are vital in shaping the institution's longer journey and ensuring its continued growth and relevance. Through collaborative decision-making and strategic planning, the College aims to navigate challenges and draw upon the opportunities in line with its mission and fulfil its goals as part of the long term perspective planning.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Institutional Perspective Plan: The IQAC prepares the Perspective Plan of the Institution with the support and consultation of the different departments. It then finalises the plan after gaining the approval of the Governing Body.

1. Planning of Academic and Co-curricular Activities:

- Organising curriculum enrichment programs, offering value-added courses and skill-oriented programs, and arranging awareness events across various relevant themes.

- Conducting faculty development programs and workshops
- Establishing collaborations and MoUs with other colleges and institutions to promote knowledge sharing and resource exchange.
- Enhancing classroom and laboratory facilities with ICT infrastructure

2. Upgradation of Library Facilities:

- Expanding the collection of textbooks, reference materials, and journals to meet the diverse academic needs of students and faculty, prepare students for competitive exams and fulfil their career aspirations.
- Digitising library services to enhance accessibility and streamline information retrieval processes.

3. Strengthening the Placement Cell:

- Providing career counselling and guidance to students
- Establishing platforms for interaction with companies and industries, both on-campus and off-campus, to facilitate internships, placements, and networking opportunities.

4. Enhancement of E-Governance:

- Implementing e-governance systems for administrative operations, establishing student facility support and strengthening accounts maintenance processes
- Establishing Annual Maintenance Contracts (AMCs) to optimise operational efficiency.

5. Eco-friendly Plan:

- Undertaking environmental protection activities and promoting sustainable practices.
- Implementing the principles of the 3Rs (Reduce, Reuse, Recycle) to minimise waste generation and promote resource conservation.

Institutional bodies:

Following the Special Constitution for Minority Management approved by the University of Calcutta, the College is headed by an apex body known as the "Governing Body", which consists of the President and the Secretary from Shree S. S. Jain Sabha, the founder and the parent body of the Institution and other members from the same - the Principal as the Joint Secretary, one University Nominee, and representative members from teachers, non-teaching staff and students. The policies of the governing body find fruition with the collective efforts of its members and the energetic drive provided by the IQAC members, the heads of the departments, various committees and subcommittees.

Functioning of Institutional Bodies:

- The Secretary in consultation with the Principal prepares the agenda which is to be placed before the GB members.
- The Governing Body initiates meetings and formulates policies and plans and deploys the necessary instructions.
- It handles all the financial matters like approval of budget, paying salary etc.
- The selection committee for the recruitment of teachers and non-teaching staff follows the

guidelines of the Special Constitution of the College.

- The guidelines for service rules as mentioned in the Special Constitution are followed for establishing the regulations for leave allowances, code of conduct and duties and responsibilities as applicable to faculty and non teaching staff.
- The Principal looks after daily administration and academical activities.
- The Internal Quality Management system is guided by the Internal Quality Assurance Cell that monitors, frames and implements the policies to develop internal quality.
- The functioning of the organogram remained intact despite the challenges posed by the COVID-19 pandemic, by working in association with the IQAC and other academic committees.

Conclusion: The successful deployment of the institutional perspective plan, coupled with the efficient functioning of institutional bodies, underscores THK Jain College's commitment to excellence, integrity, and continuous improvement across all aspects of its operations.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: D. 1 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Performance Appraisal System

The College has adopted a formal self-appraisal system from the session of 2022-23. Presently, staff appraisal is conducted through a balanced combination of the formal and informal methods.

1. Academic Diary - Teachers are required to maintain a record of their class activities, leaves, and etc., which is reviewed during appraisal.
2. Biometric attendance - The biometric attendance system effectively functions as a way to monitor staff regularity and punctuality.
3. Feedback from Students - Besides the student feedback system, the Principal interacts with students regularly to assess their satisfaction with classroom teachings, and departmental support.
4. Self-appraisal system - The College has adopted the Self-appraisal System following the guidelines prescribed by the UGC for teachers.
5. Direct Interaction with Faculty Members - The Principal utilises opportunities to interact with the Faculty Members to observe and make assessments about their performances and considers the same during appraisal.
6. Non-teaching staff are regulated, observed and assessed by the Secretary and the Principal. Departmental Heads are consulted in regards to monitoring and examining the performances of the non-teaching staff.
7. Office Staff fall under the supervision of the Secretary and the Principal.

Welfare Measures for Teaching and Non-teaching Staff

The College undertakes several policies that are directed towards providing support facilities to the permanent staff and contributing to their well-being.

1. The employees receive Provident Fund benefits under EPF scheme of Govt. of India and ESI benefits for full medical care which is extended to his/her family.
2. The employees are given advances on salary after undergoing an application process and receiving the necessary approval from the Secretary.
3. The College conducts Recreational events such as staff picnics and sports to boost morale, encourage group participation and establish positive relationships in the workplace .
4. During the pandemic, the College took steps to establish regular sanitation drives and offered vaccination opportunities for the staff.
5. The College allows several categories of leaves, besides Casual Leave, for its staff, such as - Medical Leave, Maternity Leave, Paternity Leave, Medical Leave, On-Duty Leave, Special Leave, and Study Leave.
6. Gratuity benefits as applicable are available to staff who have provided continuous service over the years.

Avenues for Career Development

1. The College conducts Faculty Development Programmes.
2. The College encourages the faculty to participate in Workshops held elsewhere.
3. Faculties are urged to participate in research endeavours, present or publish articles and undertake bridge courses to enhance their academic acumen.
4. College provides financial assistance to faculty members who participate.

Additional Measures

1. Staff elevators are installed for ease of movement
2. Air conditioners are installed in faculty rooms
3. Water purifiers are made available on each floor
4. Campus security ensures the well-being of every staff
5. Bus Service is available for every staff
6. Provision for Accommodation for the Support Staff
7. In-house electrician for quick and timely remedies
8. Parking space for staff is made available

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 6.97

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

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	6	6

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 20.83

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
53	3	10	23	1

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
50	48	48	45	40

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

THK Jain College is a self-financed minority college and as such receives no external funding. The source of revenue generation to meet the expenditure of the College is the collection of different kinds of fees from the students admitted. The utilisation of funds is monitored by the Governing Body in consultation with the Principal and all the expenditures are subject to its approval.

Mobilisation of Funds:

The College conducts an expenditure analysis under different categories like:

1. Upgrading Academic Facilities, such as equipping classrooms with IT facilities, conducting seminars, updating the catalogue of books, upgradation of laboratories, and improving student support.
2. Resources Facilities include the payment of salaries for the staff and maintaining the Physical Facilities that include repairs, renewals and other expenses.
3. Infrastructural Augmentation, which involves upgradation and replacement of computers, furniture, CCTV cameras, electrical appliances, water pumps and filters, and fire safety features,

etc.

A budget is prepared in accordance with the categorical requirements, and purchase is made of the various items as discussed and finalised with the parties of interest, such as different department heads, administrative members, management body and the Governing Body. The Secretary, Principal and the Accounts department ensure that the various recurring and non-recurring expenditures under each head fall within the allotted budget.

Optimal Utilisation of Funds:

- The departmental heads share a requisition for the equipment, chemicals and other necessary items that need to be purchased for a particular session.
- The librarian prepares a requisition for books that need to be purchased, based on curriculum and demand, after discussing and obtaining recommendations from different faculty members.
- Institution has provision for releasing funds to meet the financial requirements for academic developments such as arranging seminars, certificate courses, excursions and development programs for students.
- Merit based scholarship and need based concessions are provided to students.
- Provision for travel grants is available for teachers for participation in FDP, seminars or workshops.
- The College maintains funds for anticipatory and emergency expenses.
- Outreach programmes are conducted to spread awareness and improvement in the surrounding areas.
- The green cover in the college campus is maintained.
- Transparency is maintained in the entire process and thus audit expenses also form part of optimal utilisation of funds.

Optimal Utilisation of Physical Resources:

- Qualified laboratory technicians are appointed for careful maintenance of all equipment and other necessary items.
- As the College manages its classes in two shifts, morning and day, the space is efficiently utilised to prevent any crisis regarding effective use of the area to assign classrooms, computer laboratories, library, canteen and other facilities.

Additional Source of Fund:

- The bank interests against savings and fixed deposit accounts are received as additional funds by the institution.
- The college is a Private unaided institution and has not applied for any grant from the state government for academic activities and is yet to become eligible to receive central financial assistance under Section 2(f) and 12(B) of UGC Act.

Conducting Financial Audit:

The institution has its accounts audited annually by external auditor K.S.BOTHRA & CO. (Chartered Accountants). The College has established a mechanism for internal audit since the year 2022-23 which is BHURA & CO.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC functions at the helm for ensuring quality and excellence in the institutional development of the College. From generating academic and administrative guidelines to mapping and implementation, the IQAC forms the crucial link between inception and execution of academic designs and strategies, bringing about an overall uniformity in college activities.

1. Mapping and refining the Teaching-Learning Process: At the outset of each session, the IQAC lays out the Academic Calendar that functions as the primary scaffolding base on which the departments design their academic activities, such as framing routines, scheduling class evaluations and laboratory work. The IQAC recommends conducting Orientation Programmes for fresh candidates of the respective departments to initiate the students into the process of University Regulations and Processes. They will help communicate the Programme and Course outcomes of their chosen courses and make the students aware of the code of conduct of the College so they can maintain themselves with discipline and ethics. The IQAC monitors students' performances through their respective academic and attendance records. The IQAC maintains the responsibility to improve the academic acumen of the student as well as promote their extracurricular talents.

2. Mechanism and Methodologies of Operations: The IQAC envisages a perspective plan for a set period of years to achieve the institutional targets. It conducts webinars, workshops, seminars, and exchange programmes, and establishes MOUs with other institutions. It organises FDP, encourages faculties to participate in workshops, and fosters cooperation and structural growth. As part of its ongoing development processes, the IQAC evaluates teachers' performances, implements a digitised study environment, the LMS system, to make learning more accessible, and encourages teachers to maintain a teacher's diary to keep a thorough record of their syllabus progress. The student profile mapping, overseen by the IQAC, allows the departments to record students' performances and establish new designs or rework old ones to better their performance in academics. It encourages infrastructural developments for more inclusiveness and better safety. It upholds institutional excellence and quality standards by actively participating in accreditation processes such as NIRF (National Institutional Ranking Framework) and AISHE (All India Survey on Higher Education).

3. Learning Outcome and Evaluating Performance: The methodologies of evaluation and improvement are part of the cyclical and interdependent processes of the IQAC. Therefore, in consultation with the respective departments, the framing of the programme outcomes and the course outcomes takes place. This progresses towards later evaluation of individual student's progress and attainment of outcomes. The IQAC collects and analyses student feedback to assess the qualitative performance of its various courses and teaching mechanisms, and utilises the report to establish incremental improvement.

Infrastructural Liaison: The IQAC identifies gaps in infrastructural development that coincide with institutional interests, and strives to engage the resources of the College most optimally. Thereby, it encourages a green initiative, which includes appropriate e-waste disposal, installation of solar panels and conducting a green audit. It has updated the library services, installed and improved ICT facilities for better and quicker access, and has utilised the feedback generated from the student survey most effectively.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Gender sensitisation is an important part of social growth and development. It aims to create a more equal and just society where individuals are not discriminated against based on their gender by challenging and correcting gender stereotypes and biases that are prevalent in society. THK Jain College has been providing adequate facilities while enabling consciousness and sensitisation towards gender equality through a number of activities throughout the year, and thereby it provides equal opportunities to every gender, regardless of their socio economic or cultural roots.

Gender Audit: The College conducts internal gender audits to understand gender-centric issues and establish models of change to create an inclusive environment. Since the college is coeducational, it recognises its role to establish gender equity within the campus and shatter gender discriminating practices and beliefs.

Inclusion of Gender Issues in Curriculum: The College offers courses which inspire gender inclusiveness and are taught to the students with utmost care and priority. Departments of English, Journalism and Mass Communication, and Political Science teach several courses that focus on Women Literature, Gender Studies and Human Rights. Students are encouraged to prepare projects on important issues related to gender equality and human rights. The Central library of the College has a separate wing dedicated to books on gender and women's studies.

Women-centric Programmes: The Women's Cell and NSS have organised several programmes that aim to educate and improve women's health and benefit women by creating awareness about their rights and opportunities. As such, gynaecologists, dieticians, psychologists, and entrepreneurs from eminent institutions are regularly invited to conduct awareness programmes on PCOD, cervical cancer, women rights and career and other important issues. A five-day self-defence workshop, "Tejashwini", was organised by the Kolkata Police for the female students of the College, from 16.03.2022 to 22.03.2022 for women aged 12 to 45 years.

Awareness Programmes and Operational Cells: To promote a gender-friendly environment, the College has established a Women Cell and an Internal Complaints Committee, Grievance Redressal Cell and an anti-ragging cell. Speakers are invited to deliver informative lectures on gender sensitive issues, or to conduct workshops on sexual harassment and awareness of civil and constitutional rights which are then followed by interactive sessions with the students. The College conducts Yoga and Self-Defence workshops for incorporating physical and mental resilience among students. The College has appointed a trained psychologist for providing psychological help and support to students in need.

Infrastructural Facilities supporting Gender equality: The College has well-equipped common rooms for students with modern amenities. Separate washrooms are maintained to ensure safety and comfort for the students irrespective of their gender. Measures are taken to ascertain the safety of the students by installing CCTV Cameras at strategic points in the College building and campus. Students are made to carry their ID cards as a necessary security measure.

The College acknowledges that achieving gender inclusivity is a continuous effort and intends to take advantage of opportunities to enhance its policies and advance progressively.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The college, through its various activities, upholds the values of harmony and peace as stated in the Constitution of India. By organizing various seminars, debates and other cultural activities the college helps its students to realize and understand the importance of peace and harmony and prepares them for the future as responsible citizens.

Every year the college organizes various cultural activities like Rabindra Jayanti, Sarad Utsav, International Mother Language Day and Hindi Divas in which students along with the faculty take part and uphold the spirit of inclusiveness. The College fest - Ripples - is another sparkling example of inclusiveness in which students from different colleges across the city participate in events that celebrate the varied culture and tradition of India. The college provides an environment which is defined by the harmonious coexistence of pupils from various social classes, communities, religions and demographic backgrounds.

Students, being members of a multicultural society, are made aware of the issues and different problems pertaining to marginalized groups, weaker sections, and minorities. Besides conducting awareness

programmes, the NSS unit of the college organises campaigns in which clothes are distributed to nearby slum residents. During the time of Christmas, students of this college dressed as Santa Clause distribute toffees and cakes in the slum areas to strengthen fellow bonds among all. The students organised a walk to establish their solidarity with and show their compassion for the 'jawans' who became martyrs in the Pulwama attack. Such sincere efforts promote among the students and faculty understanding, tolerance, and peaceful coexistence among all and different societal groups.

The College aims to establish an environment of wellbeing. To fulfil that goal, it organises seminars to create awareness about mental health, invites mental health counsellors to hold counselling sessions for students and faculty, has constructed ramps, elevators, and 'divyangjan' friendly washrooms. It also maintains a lush green campus and observes Earth day to promote sustainability and environment friendly practices.

The students are made aware of the values, duties and rights of our Constitution, it helps them to become more responsible citizens. The Political Science department of the college observes mock-parliament every year to strengthen awareness of Indian values like peace, brotherhood, and secularism. Special emphasis is given on girl students to make them aware of their equal rights under the Constitution of India. The Women's Cell organises lecture sessions centering on gender issues and promoting gender equality and inclusivity. The drama club of the College nurtures a sense of fellowship among the students.

The college is always alert to the needs of the students and staff and takes proactive measures. All the activities are thus aimed to build compassion and empathy for one another, break down barriers and foster a sense of oneness among all the members of the College.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

1. Title of Best Practice 1: GO CLEAN, GO GREEN

2. Objectives of the Practice

? To create an environment friendly campus with lush greenery

? To reduce and reuse waste

? To use solar energy as an alternative to conventional energy

3. The Context

? Highly congested with factories, godowns and slums, while experiencing high pollution, the College faces a unique challenge due to its location in the Cossipore area in Kolkata. Thereby, the College policy encourages establishing a green campus that can act as a carbon sink and a respite from the dust.

? The College incorporates the guidelines of the Environment Protection Act (1986), and follows the mechanism of solid waste and e-waste disposal.

? Following the Jawaharlal Nehru National Solar Mission (JNNSM), the central and state government's initiative for clean energy, the college introduced Solar paneling in the year 2021.

4. The Practice

? College has a spacious open campus area of 1.98 acres. The boundary of large trees shields off pollution and noise.

? Dedicated departments maintain Medicinal Garden, Experimental Garden, and Butterfly Garden.

? The Green Committee and several Departments work on creating awareness towards the importance of the environment through various activities and by incorporating sustainable practices.

? The gardeners nurture and maintain seasonal plants and ageing trees that act as high carbon sinks.

? The college has pedestrian friendly pathways in the campus and many employees and students avail the college bus service that acts towards limiting carbon footprint.

? The college has a 'Green Manure Production Unit', maintained by the Department of Botany. The College reuses the collected rainwater to water the gardens and for cleaning purposes.

? The College has kept a separate e-waste collection unit since 2022-23, an initiative by IQAC in collaboration with M/s Old N Furniture vide an Agreement.

? The college has installed 67 Solar panels on the rooftop that generate alternative energy for saving energy.

5. Evidence of Success

? A Green Audit conducted by Consultrain Management Services, Lake Road, Kolkata, W.B with Tropical Institute of Earth And Environmental Research (Tieer) Midnapur, W.B. has submitted a satisfactory report on the air quality of the college. The higher percentage of open area and maintenance of the garden was noted with appreciation.

? The biodiversity of the college is home to a variety of plants and animals. The garden provides a space

of leisure while also giving the space for educational excursions, ecological studies and practical works.

? The biocompost, chemically analyzed through a NABL accredited Laboratory, is marketed to farmers through NGOs, as well as made available for purchase at a nominal cost to the staff and students.

? The solar panels produce around (6000) kWh units per month of clean energy which is adjusted for consumption by providing to CESC via the power grid.

? E-waste collected over the period has been scientifically recycled as per the norms of e-waste recycling by the Pollution Control Board through the e-waste collection bin.

6. Problems Encountered and Resources Required

- The air quality depreciates acutely when one steps outside the campus. There is an eager desire to improve the air quality in the area surrounding the College.

- The College utilizes the campus grounds for the benefit of the students, but unfortunately it is often done at the cost of the green cover.

- The College has taken initiatives to install sensor equipped lighting, LED fittings and BEE Star rated equipment. These are in queue for implementation due to financial constraints. The college also has plans to conduct Water Audit and Energy Audit in the future.

7. Notes

The College has to overcome several bureaucratic and financial hurdles to fulfil its green initiatives and goals.

1. Title of the Best Practice 2: Empowering Divyangjans in Higher Education

2. Objectives of the Practice

? To upgrade campus facilities to help persons with disabilities better

? To encourage and promote higher education among Divyangjan

3. The Context

? The term Divyangjan empowers persons with disabilities and encourages them to attain equal opportunities in all sectors, including obtaining higher education.

? As per the recommendations of the UGC to serve the special needs of people with disabilities, the policies of the institute are designed to foster an atmosphere in which all students, regardless of physical abilities, can succeed in their pursuit of higher education.

4. The Practice

? The College building and campus are designed in consideration of people with disabilities, to make the space easily accessible and 'divyangjan'-friendly.

? Several practices and improvements have been incorporated to ensure a hassle free life within the college. To enlist a few:

- Infrastructure:

? Ramps and rails, built in addition to staircases in at the entrance.

? Elevators are available for use by students

? Levelled flooring without obstacles throughout the campus

? Special Divyangjan-friendly toilet

? Lecture Halls and Audio Visual rooms for common classes in ground floor

? Facilities:

? Separate parking space

? Wheelchair assistance

? Provision for Scribe support during examination as per UGC recommendation

? Library equipped with instruments like Portable Digital Video Magnifier, an Electronic Reading Aid 3.5 Inch LCD Screen for Low Vision (2x-25x Zoom) and A4 Full Page Magnifying Glass Hands-Free Magnifier

? Digitization of books in the library and assisted inbuilt voice over reading softwares in mobiles.

? Counselling Services:

? To help students with impairments make decisions about their higher education.

? To assist students in exploring and choosing courses that match their interests and talents

? To make them aware of their rights and facilities in India and abroad

? To know and understand their specific requirements and provide them with necessary support and facilities within the college.

5. Evidence of Success

The college students with visual impairment or low vision use the A4 Full Page Magnifying Glass Hands-

Free Magnifier and Portable Digital Video Magnifier in the library. They find it useful in reading textbooks.

The 'divyangjan' examinees from other colleges or participants for different seminars/ programmes are assisted with wheelchairs. The college facilities are made available to them without any hesitation.

6. Problems Encountered and Resources Required

The College has had few admissions of persons with disabilities. The College aspires to make further improvements to fulfil the special requirements of 'divyangjan' candidates.

7. Notes (Optional)

The College has unwavering dedication in establishing an inclusive, accessible, and supportive learning environment to ensure that every student can achieve their academic and personal goals with pride and dignity.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Among the various requirements that seek to fulfil a person's standard of living, quality education has been identified as a core element. Therefore the chief goal of the College has been to provide excellent education. Education has dual facets, the scholarly and the professional. While the scholarly aspirations of the students are catered following the University processes and guidelines, the College also undertakes initiatives in fulfilling the professional aspirations of the students. Thereby, the College invests in infrastructure, equipping the students with the state of the art technology, so that they can get hands-on experience with the latest applications in the industry.

The College boasts of a fully well-equipped and functional studio for the development of the students of Journalism and Mass Communications and Film Studies to give them practical experience and familiarise them with the tools of the trade. Thus, the students are guided and motivated to document their academic projects, experiments and fieldwork using cameras and make documentary films, conduct advertisement and news room shoots on the college studio floor. The studio floor has a Chroma screen

with a complete studio lighting setup. Students experiment with different lighting techniques such as three-point lighting, low-key lighting, and high-key lighting to enhance storytelling, create dramatic effects, and evoke specific emotions in their films, and news reading sessions in Chroma screen which further educates them in matters of post-production in a more utilitarian fashion.

The College even has a fully functional iMAC Lab for the editing training purpose of the students with 11 iMAC computers and 1 iMAC laptop. Editing teaches students to piece together footage and enhance the narrative, engaging the audience effectively. Working with various editing software and accessories helps students develop technical skills that are essential in the film industry.

The fully functional soundproof studio of the college is also used for sound recording and dubbing, helping students learn the role of sound in film making which is essential for creating impactful and engaging films. Working with sound accessories such as microphones, recorders, and mixers gives students practical experience with professional-grade equipment. This hands-on experience helps them develop technical skills that are valuable in the film industry as well as teaches them how to work together effectively to produce a cohesive and high-quality product.

Students have not only enjoyed the opportunity provided but have gone further ahead in participating in several film festivals, winning recognisable awards in the process. It is a matter of great pride for the College and the investment made in the technological infrastructure feels truly rewarding.

The Department of Food and Nutrition that began from the 2017-18 session possesses a spacious and functional commercial grade cookery laboratory for providing the students with practical training and knowledge. The College has installed twelve large ovens, desiccator, and hot air oven, besides the other necessary equipment so that they are significantly skilled to pursue and achieve the objective goals of their career. For cleaner and better fuel access, and to enhance the safety measures, the College has also installed a gas bank in its campus for use in the department.

The Department of BBA, since its inception from the 2018-19 session, has successfully offered a unique and blended program. Students are exposed to both the practical aspects and the academic insights of Management education with key initiatives of some very crucial aspects like personality development sessions conducted by professional organisations, participation in advanced management and Industry based lessons, done in coordination with several B-schools, organising Internship programmes and many more.

Besides developing individual departmental activities, the College extends its efforts in advancing related services that augments the ease of the students. The College offers a complimentary bus commute service which is regularly made use of by the students and staff, and which has additionally served to provide an unexpected platform for informal inter-departmental interactions between students and teachers.

One most important highlight of the College, besides offering challenging and professional courses and investing in the latest tools of production and learning, is the calming and comforting environment that nudges the creative and inquisitive mind of a student. The lush and green campus that borders the majestic Ganges provides the serene balance, granting students the leisure and the focus to develop their acumen in their chosen courses and find inspiration and motivation to pursue greater heights of ambition.

File Description	Document
Any other relevant information	[View Document](#)
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

The College has made progress in implementing several recommendations made by the peer team during their visit in 1st Cycle of NAAC Accreditation.

The College has introduced several skill enhancement courses for the students' enrichment in curriculum development. To supplement a student's academic growth, Personality Development and Foreign Language (Spanish) courses have also been initiated. Besides these, enhancements in infrastructure and resources have also been made. The library has expanded its collection of books and journals while upgrades have been made in ICT and laboratory facilities. The College has launched an online feedback service to obtain relevant responses from its stakeholders.

Concluding Remarks :

Tara Devi Harakh Chand Kankaria Jain College, a self-financed minority institution, offering undergraduate general degree courses, actively strives to improve the academic performance of the students. Its sincere efforts are reflected in providing a harmonious and serene atmosphere, free from any external interference, for both students and staff. With the united effort and energy of the staff and the Governing Body, the College works as one and envisions to cross over its limitations, improve students' performances to bring about satisfactory result and consistently aim towards progress and excellence.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)** Answer before DVV Verification : Answer After DVV Verification :12 Remark : Input is edited as per clarification document. Personality development program is considered under 5.1.2 this metric.
1.2.2	*Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years* 1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>317</td><td>560</td><td>697</td><td>46</td><td>51</td></tr></table> Answer After DVV Verification : <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>248</td><td>491</td><td>640</td><td>10</td><td>51</td></tr></table> Remark : Input is edited as per 1.2.1
1.4.1	*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website* Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies Remark : input is edited as per clarification document.
2.4.1	**Percentage of full-time teachers against sanctioned posts during the last five years** 2.4.1.1. **Number of sanctioned posts year wise during the last five years** Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr></table>

| 47 | 46 | 45 | 44 | 40 |

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
43	41	40	38	39

2.4.2	*Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*

2.4.2.1. **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
31	31	31	30	25

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
27	25	24	20	22

3.2.2	*Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

3.2.2.1. **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
17	12	20	4	4

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
15	11	20	3	4

Remark : Input is edited as per clarification document. FDP program -Celebration of International Accounts Day'; Webinar Series on the Celebration of 75 Years of Indian Independence. will not considered in this metric

3.3.1	**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

3.3.1.1. **Number of research papers in the Journals notified on UGC CARE list year wise**

during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
1	1	2	1	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1	1	2	0	1

Remark : Input is edited as per supporting documents

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

3.4.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
16	14	3	4	12

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
12	9	2	3	11

Remark : Input is edited as per clarification document. Personality development, birth anniversary will not considered in this metric

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3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Answer before DVV Verification : 8
Answer After DVV Verification :7

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

4.1.2.1. **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
145.480	48.948	65.890	36.552	89.278

	Answer After DVV Verification :				

2022-23	2021-22	2020-21	2019-20	2018-19
125.728	48.439	63.400	35.972	89.278

4.4.1	*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
117.080	77.480	45.917	100.036	119.589

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
62.569	62.057	36.144	58.789	68.936

5.1.3	**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

5.1.3.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
3727	3225	353	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
2921	3055	353	0	0

5.2.2	*Percentage of students qualifying in state/national/ international level examinations during the last five years*

5.2.2.1. Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19

| 21 | 5 | 5 | 2 | 0 |

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
10	2	1	0	0

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 last five years** 5.3.1.1. *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years* Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
6	1	1	2	1 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
5	1	1	2	1	

| 6.2.2 | *Institution implements e-governance in its operations*

  1. **Administration**
  2. **Finance and Accounts**
  3. **Student Admission and Support**
  4. **Examination**

   Answer before DVV Verification : A. All of the above
   Answer After DVV Verification: D. 1 of the above
  Remark : Input is edited as per supporting documents. |

6.3.2	**Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years** 6.3.2.1. **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years** Answer before DVV Verification: | 2022-23	2021-22	2020-21	2019-20	2018-19
17	0	0	6	6	

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	6	6

6.3.3	*Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
53	3	10	23	1

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
53	3	10	23	1

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
48	48	48	45	40

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
50	48	48	45	40

7.1.3	**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: B. Any 3 of the above
Remark : Input is edited as per clarification document.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 54 Answer after DVV Verification : 51
1.2	**Number of teaching staff / full time teachers year wise during the last five years** Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
46	45	41	42	40

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
43	41	40	38	39