

## QUALITY INITIATIVES OF 2016-17

### ❖ *Re-constitution of the following important Sub Committees that carry out the academic and administrative functions of the College.*

- Internal Quality Assurance cell
- Academic Sub-Committee
- Tutor Committees for each session
- Time-table Committee
- Library Committee
- University Exam Committee
- Internal Exam Committee
- Admission Committee
- Website Committee
- Anti-ragging cell
- Sexual Harassment Cell
- College Magazine Committee
- Academic Journal Committee

### ❖ *Institutional Responsibility – Student and Staff Support*

1. Student scholarship on merit basis - Approved by the Governing Body and Student Scholarship of Rs. 7,000/- introduced
2. Health check up for Staff & Students organised by Alumni Association
3. Plan to increase student assistance in view of increasing application from students  
Money curtailed from Annual Day Celebration to increase students assistance
4. Off-site hostel facility to students through collaboration with YWCA
5. Institutional membership of British Council Library.
6. Appointment of Guest Lecturers and Contractual Faculty to fulfil academic necessity and
7. Appointment of casual non-teaching staff to fulfil administrative necessity.
8. Festival Bonus to casual staff.
9. Festival advance (refundable) to permanent staff.
10. Medical facility, medicines at discounted rates from Roy & Sons.
11. Blood, ambulance, oxygen facility on a priority basis from Life Care.
12. Doctor-on-call.
13. Construction of gents' toilet in Science Building.
14. Gym facilities improved
15. Relevant authorities approached to bring about maximum utilisation of newly acquired space through planning & financing. Effort to increase space as per NAAC recommendation
16. Purchase & Installation of Generator

17. Preparation of Yearly Academic Calendar on the basis of University Academic Calendar
18. Proposals sent to relevant authorities for creation of new teaching posts and filling up of vacant teaching & non-teaching posts.
19. Financial audit conducted
20. Proposals sent to relevant authorities for introduction of General course in Sociology
21. Direct recruitment of Guest Lecturers and Full-time Contractual Teachers to provide adequate teaching faculty
22. Seminars / workshops on staff enrichment and Environment.
23. Renovations of newly acquired PTTI rooms

#### ❖ ***Enrichment of Teaching –Learning***

1. Promotion of ICT-enabled learning - by becoming a local chapter of NPTEL, a MHRD initiative with enrolment of teachers and students in several courses
2. Plan to promote technology-enriched learning College became a local chapter of NPTEL, a MHRD initiative. Computer with internet access provided in every department.
3. Computer with internet access provided to departments.
4. Libsys on advanced computerisation process involving bar coding continued. Library is fully digitised with INFLIBNET facilities as well as reprographic facility.
5. 3<sup>rd</sup> issue of College academic journal, Academia: GMGC published with I.S.S.N.
6. “**Monochrome**” an effort of literary Society was invited.

#### ❖ ***Faculty Development***

1. Faculty encouraged and granted permission to avail FDP Leave for completing doctoral research.
2. Faculty permitted to attend Short-Term Courses and Training Workshops.

#### ❖ ***Career Counselling and Placement***

1. 3 weeks Training Programme for developing Corporate Employability Skill ‘Campus to Corporate’ in collaboration with Tata Consultancy Services Ltd. and 15 students offered placement by the company
2. TrustKlub Consulting Pvt. Ltd. conducted a campus recruitment orientation for career in Human Resource Management.

#### ❖ ***Eco-friendly initiatives***

1. Campus continued to be kept clean and green. Maintenance of complete cleanliness as a best practice of the college
2. Maintenance of herbal garden.
3. Observance of (i)World Environment Day, (ii) International Aids day, and (iii) No Plastic day under the initiative of NSS unit I of College
4. E-waste bin maintained in collaboration with Toxic Link
5. Application submitted for acquiring RUSA I funds to create solar panel

❖ ***Tracking Student progression***

1. Tests, tutorials, examinations held.
2. Revisions, doubt-clearing sessions, interactive class sessions and discussions.
3. Supplementary classes, Remedial classes, Peer-tutoring continued.
4. Parent-teacher meetings held.
5. Mock tests, mock interviews and mock viva-voce examinations held

❖ ***Special Quality Initiatives of 2016-17***

1. ***Promotion of female hygiene as a part of “Swachh Bharat” Programme*** - Sanitary napkin vending machine & incinerator installed
2. ***Staff Counselling and Student Counselling held***

❖ ***Admissions - conducted fully online on basis of merit in keeping with government reservation policy & university*** Decision taken to make online payment of admission application via “Bill Desk”

❖ ***Efforts at fulfilling social responsibility (ISR) -***

- 1) Blood Donation Camp organised.
- 2) Visit to “Kalyan Brata Sangha Ashram” an orphanage to provide material assistance to the inmates.
- 3) Legal Literacy Awareness camp entitled “Protection of Women from Domestic Violence” organised jointly by Mahalandi Mukti Welfare Society and District Legal Services Authority of Kolkata.

❖ ***Institutional Strengths***

1. Feedback from outgoing students on curriculum, Teaching Learning & Evaluation process and Basic Facilities.
2. Continued academic excellence as manifested in results
3. Increased student strength despite space crunch.
4. Continued adherence to discipline and holistic development ideals distinctive to the Institution’s vision and mission