

**THE ANNUAL QUALITY ASSURANCE REPORT (AQAR)  
OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**2013-14**



**OF**

**SATYAPRIYA ROY COLLEGE OF EDUCATION  
AA- 287, SECTOR- I, SALT LAKE CITY, KOLKATA- 700 064, W. B.**

# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (*Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013*)

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

**SATYAPRIYA ROY COLLEGE OF EDUCATION**

1.2 Address Line 1

**Anila Debi Bhavan**

Address Line 2

**AA 287. Sector-1. Salt Lake. Kolkata-700 064**

City/Town

**Salt Lake (Bidhannagar)**

State

**West Bengal**

Pin Code

**700 064**

Institution e-mail address

**srcp.college@rediffmail.com**

Contact Nos.

**033-2359 0162**

Name of the Head of the Institution:

**Dr. Subir Nag**

Tel. No. with STD Code:

**033-2334-2430**

Mobile:

**0983088663**

Name of the IQAC Coordinator:

**Dr. Mousumi Boral**

Mobile:

**0-9433763778**

IQAC e-mail address:

**iqacsatya@gmail.com**

1.3 NAAC Track ID (For ex. MHCOGN 18879)

**14926** Track ID = Password

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

**EC/62/A & A/158 dated January 05, 2013**

1.5 Website address:

**www.sprce.org.in**

Web-link of the AQAR:

**http://www.sprce.org.in/AQAR2013-14.doc**

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.84	2013	Jan 04, 2018
2	2 <sup>nd</sup> Cycle	-	-	-	-
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY

**07/09/2013**

1.8 AQAR for the year (for example 2010-11)

**2013 - 2014**

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011):

**Not Applicable for the present**

- i. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

-

1.12 Name of the Affiliating University (for the Colleges)

West Bengal State University (WBSU)

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	-		
University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (Specify)	-
UGC-COP Programmes	-		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	4
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	1
2.4 No. of Management representatives	1
2.5 No. of Alumni	1
2.6 No. of any other stakeholder and community representatives	-
2.7 No. of Employers/ Industrialists	-
2.8 No. of other External Experts	1
2.9 Total No. of members	9
2.10 No. of IQAC meetings held	4

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes No   
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

**Role of IQAC in Teacher Education Institutions**

2.14 Significant activities and contributions made by IQAC

1. Organization of workshop entitled 'Role of IQAC in Teacher Education Institutions' with participation of the students, faculty members and the supportive staffs, and the Principal as the resource person, and the Coordinator, IQAC as the convener
2. Identification of the weaknesses, scopes and thrust areas of development of the college
3. Involvement of the stakeholders through IQAC organized meetings

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
Academic calendar	Execution of the academic activities with goods academic environment

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body  **Governing Body**

Provide the details of the action taken

The Governing Body of the college approved the AQAR for uploading in the College website. It has also taken note of the areas of concern identified by the IQAC

## **Part – B**

### **Criterion – I**

#### **1. Curricular Aspects**

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	1	-	-	-
UG	2	0	0	0
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	1
Others	-	-	-	-
<b>Total</b>	3	0	0	1
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

- 1.2 (i) Flexibility of the Curriculum: **Core and Elective options as Method and Special Papers**  
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	<b>3</b>
Trimester	-
Annual	-

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes. WBSU, Barasat periodically the syllabus and the faculty are invited for revision which was last done in 2013

1.5 Any new Department/Centre introduced during the year. If yes, give details.  **No**

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors/Principal	Librarian: Associate Prof. Scale
9	5	2	1	1

2.2 No. of permanent faculty with Ph.D.

8



2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	0	0	0	0	0	0	0	0	0

2.4 No. of Guest, Visiting faculty, Temporary, Part time faculty

<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
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2.5 Faculty participation in conferences and symposia: **No. of persons**

No. of Faculty	International level	National level	State level
Attended	1	10	-
Presented papers	2	3	-
Resource Persons	-	1	1

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- |   |
|---|
| <ul style="list-style-type: none"> <li>• <b>Micro Teaching</b></li> <li>• <b>Group Learning</b></li> <li>• <b>Preparation of low cost teaching aids</b></li> <li>• <b>Simulations</b></li> <li>• <b>Peer evaluation</b></li> <li>• <b>UGC Remedial classes</b></li> </ul> |
|---|

2.7 Total No. of actual teaching days during this academic year

<b>203</b>
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, and Online Multiple Choice Questions)

<b>Video Analysis Review Technique</b>
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2.9 No. of faculty members involved in curriculum restructuring/ revision/ syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

<b>1</b>	<b>9</b>	<b>9</b>
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2.10 Average percentage of attendance of students

<b>80</b>
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2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
<b>B Ed</b>	<b>98</b>	-	<b>99</b>	<b>1</b>	-	-

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- **Advice and monitor learner-centric environment in the college**
- **Arrangement for feedback responses of different stakeholders**

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	1
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	6	1	0	0
Technical Staff	3	1	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- ✓ **Encourage teachers to participate and present papers in research oriented seminars at national and international levels**
- ✓ **Promote teachers to publish research articles in reputed journals and books**
- ✓ **Collaboration is made with other institutions for organizing seminars**

#### 3.2 Details regarding major projects

Major projects	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.3 Details regarding minor projects

Minor projects	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	-	-
Outlay in Rs. Lakhs	1.5	2.1	-	-

#### 3.4 Details on research publications

Nature of Publicaions	International	National	Others
Peer Review Journals	2	10	-
Non-Peer Review Journals	-	-	12
e-Journals	1	-	-
Conference proceedings	2	8	-

#### 3.5 Details on Impact factor of publications:

Range       Average       h-index       Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	1.6	UGC	2.10 lakhs	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	0	0	0	0	0

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
0	0	0	0	0	0	0

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum  College forum

NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (Sq. m.)	1332.78	0	-	1332.78
Class rooms (No.)	4	0	UGC	4
Laboratories (No.)	3	3	UGC	6
Seminar Halls (No.)	0	1	UGC	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	0	0	0	0
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

1. Admission, Fee collection, Result, Salary bill etc. are done using computer programmes
2. All library data entered through SOUL software
3. OPAC facility available
4. Digital library programme is ongoing
5. Internet facility for teachers and students

#### 4.3 Library services:

Particulars	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5670		379		9049	
Reference Books	3000					
e-Books	-	-	-	-	-	-
Journals	30	-	5	Rs. 25000	35	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	5	Rs. 600	1	Rs. 125	6	Rs. 725
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	7	7	3	1	-	1	11	-
Added	16	0	0	0	-	-	-	-
Total	23	7	3	0	-	1	11	-

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Internet facility is provided to all faculty, students and supportive staffs of the college.

ICT training is provided to the students. OPAC browsing in library is available.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	0.5
ii) Campus Infrastructure and facilities	7.5
iii) Equipments	.75
iv) Others (Library Book)	2.81
<b>Total:</b>	<b>11.56</b>

### Criterion – V

#### 5. Student Support and Progression

##### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Counseling Cell,
2. Placement Cell,
3. Sexual Harassment Cell,
4. Skill Development (Add-On Courses),
5. Book Bank,
6. Financial Assistance provided for economically backward students,
7. First-Aid for emergency
8. Girls common room
9. Remedial classes for socio-economically backwards students
10. Expertise in teaching-learning materials
11. Workshops for academic enrichment



## 5.2 Efforts made by the institution for tracking the progression

1. Regular feedbacks from students, faculty members and supportive staffs
2. Alumni association programmes are organized annually

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
100	-	-	-

(b) No. of students outside the state

(c) No. of international students

	No	%		No	%
Men	0	0	Women	0	0

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
65	27	6	NA	2	100	70	20	6	NA	3	99

Demand ratio  Dropout %

## 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

NIL

No. of students beneficiaries

## 5.5 No. of students qualified in these examinations

NET	1	SET/SLET	0	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	0

## 5.6 Details of student counselling and career guidance

1. Family related counseling
2. Academic counseling
3. Career guidance related to job opportunities
4. Progression for higher education

No. of students benefitted

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	2

### 5.8 Details of gender sensitization programmes

**Vishakha guidelines** have been adopted and all members of the college are made aware of it

### 5.9 Students Activities

#### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

#### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

Financial support	Number of students	Amount
Financial support from institution	0	0
Financial support from government	0	0
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

### 5.11 Student organized / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: **Better facilities in girls' common room have provided as demanded by the students.**

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

Teachers' education is going to witness a paradigm shift from old age Bachelor of Training to Bachelor of Education. This college has taken teachers' education a mission to enlighten the school-student with newer ideas through these teacher educators. Continuous updating of knowledge and use of modern technology in Teacher Education with enhancement of capability through pursuits of higher knowledge have been the mission of the college for which proposals for Masters of Philosophy in Education is in the academic planning of the college.

6.2 Does the Institution has a Management Information System (MIS)

There is a plan for introducing MIS in the college

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Modified under (WBSU, Barasat) was implemented in the session 2013- 2014

6.3.2 Teaching and Learning

Action Research, Seminar paper, term Paper, Technology based instruction

6.3.3 Examination and Evaluation

Continuous Comprehensive Evaluation, Semester mode

6.3.4 Research and Development

No such provision

6.3.5 Library, ICT and physical infrastructure / instrumentation

Digitized, ICT, Infrastructure fully equipped

6.3.6 Human Resource Management

As per Governemnt of West Bengal and WBSU rules HRM is done on inter-personal communication basis

6.3.7 Faculty and Staff recruitment

Faculty recruitment is done through the West Bengal College Service Commission as per Govt. of West Bengal and UGC Rules. Non-teaching staffs are recruited as per West Bengal Govt. Rules.

6.3.8 Industry Interaction / Collaboration

No scope for the present

### 6.3.9 Admission of Students

Central counseling by WBSU, Barasat in which the college is represented by the faculty

### 6.4 Welfare schemes for

Teaching	GSLI, Puja Advance
Non teaching	GSLI, Puja Advance and Bonus
Students	Fees waived or reduced for PH

### 6.5 Total corpus fund generated

-

### 6.6 Whether annual financial audit has been done

Yes

No

### 6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	Governing Body
Administrative	Yes	State	Yes	Governing Body

### 6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

### 6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Semester System, incorporation of new curriculum, External and Internal examiners

### 6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

No such initiative has been taken so far.

#### 6.11 Activities and support from the Alumni Association

Yearly Programs conducted by Alumni Association on the eve of College Foundation Day and Fresher's Welcome, NAAC visit

#### 6.12 Activities and support from the Parent – Teacher Association

Annual meeting of Parent – Teacher Association

#### 6.13 Development programmes for support staff

Internal Staff Improvement Program, Competency Development for Office-Staff, Typist of the college was deputed for computer training

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

Green Campus, encouraging eco-friendly activities- No Plastic, Garbage Bin, Organic manure, Maintenance of herbal plants, Prevention of fire hazard

### **Criterion – VII**

#### **7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Green campus, Community Outreach, Inclusive Awareness, Compulsory ICT, Add-On Courses for skill development, Placement Cell

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

College administration takes appropriate action in this regard

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. All decisions are taken through democratic participation of the stakeholders
2. Office is computerized and financial transactions are transparent

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Planning for participation in MoEF, GOI sponsored NEAC programme in the year 2014-15
- Special paper is offered in Environmental Education

7.5 Whether environmental audit was conducted? Yes  No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

1. Emphasis on full documentation of items required for AQAR
2. Encouraging the students and faculty members in innovative practices and research
3. Development of physical infrastructure
4. Exploration of necessary funds from various agencies

8. **Plans of institution for the next year**

1. Maintenance of complete cleanliness as a best practice of the college
2. Installation of solar panel on the college roof for generation of electricity to meet part of the college's demand for energy
3. Installation of rain water harvesting in the college to supply water for college use
4. Participation in N-LIST INFLIBNET Programme

Name DR. MOUSUMI BORAL

*Mousumi Boral*

Signature of the Coordinator, IQAC

**Dr. Mousumi Boral**  
Coordinator, IQAC  
Satyapriya Roy College of Education  
AA-287, Sector-I, Salt Lake, Kol

Name DR. SUBIR NAG

*Subir Nag*  
15/9/14

Signature of the Chairperson, IQAC

**Dr. Subir Nag**  
Principal  
Satyapriya Roy College of Education  
AA-287, Salt Lake, Sector -1  
Kolkata - 700 064