

SURENDRANATH COLLEGE

IQAC ANNUAL REPORT

(2019-20)



PLAN OF ACTION

1. Encouraging participation in workshops, conferences, seminars, and poster presentation by Faculty members
2. To prepare a new academic calendar for 2019-20 session for the college
3. To arrange some workshop, faculty development program and international/national seminars for quality enhancement
4. To complete the purchase from first instalment of RUSA 2.0 grant
5. To submit AQAR 2018-19 within the stipulated time, i.e., within 31.12.2019
6. To upload AISHE Data within the stipulated time limit i.e., by 28.02.2020
7. To conduct IQAC meetings regularly with its members, advisors, and other faculty members
8. To complete the process of taking various feed backs from the students and the faculty members.
9. To adopt some interior village for their overall betterment
10. To enquire about status of DST Boost and DBT Star funds and to participate in the NRF ranking
11. To complete two audit processes: Academic and Administrative
12. To start forming linkages with nearby colleges and research institutions for possible resource and knowledge sharing
13. To start students mentoring process in different departments of this college initially with the 1st Semester students
14. To continue with the existing Communicative English (language lab), Basic Computer and Photography certificate courses of the college
15. To revive the Value Education Course
16. To automate the college library fully
17. To create a separate IQAC and DBT STAR portal for all the data uploading
18. To start a multi-gym in a suitable place in the college premise for both students and teachers
19. To prepare a profile video for college and a short documentary film on Sir Surendranath Banerjea
20. To publish a College Tabloid

21. To create a dedicated College YouTube channel and upload there college activities regularly
22. To publish a hard copy college magazine
23. To release a vision 150 of this college
24. To conduct various social activities by NCC and NSS units of the college
25. To arrange various cultural programs and sports activities on a regular basis
26. To create a Computational Laboratory at Department of Physics
27. To start the process for installation of a lift in the science building aiming to a Divyangjan friendly campus
28. To start the process of building a roof top central laboratory to promote research culture
29. To carry on the Student Satisfaction Survey (SSS) of all the 4th Semester students following the NAAC guideline

ACTION TAKEN REPORT

1. A significant no. of participation and presentation were there
2. A new academic calendar for 2019-20 academic session for the college was prepared and adhered to though it had to be modified for the unprecedented Covid 19 pandemic and inevitable institutional closure
3. A significant number of such seminars were arranged for quality improvement of the faculty members and non-teaching staff as well of the college
4. The procedure was initiated and successfully completed
5. The AQAR 2018-19 was submitted within the stipulated time, on 20.12.2019
6. The AISHE Data was uploaded within the stipulated time limit, on 20.02.2020
7. 7 such meetings were arranged. 4 exclusively IQAC and 3 incorporating others
8. All the feed backs were taken from the students and the faculty members timely within December 2020
9. Process though initiated, could not be completed due to inevitable closure of the institution due to sudden lock down for Covid 19 pandemic
10. Both the DST BOOST and DBT STAR grants were sanctioned for the college by DSTWB and DBT, Govt. of India respectively but participation in NIRF could not be achieved as NIRF 2020 itself got deferred
11. Both were conducted internally within December'2020 and the reports were also generated
12. Signing of MOU with an outskirts college; Dinabandhu Mahavidyalaya, Bongaon and a nearby college; St. Pauls College, Kolkata (both in West Bengal) was successfully done for all possible resource and knowledge sharing
13. Mentoring process started in all the departments on 1.9.2019 with the 1st Semester students
14. All the three courses were completed with their fourth batch of students
15. The Value Education Course got completed successfully
16. Only partial automation using KOHA software could be done before lockdown
17. Separate portals for all the uploading processes were created

18. A space has been allocated and the preparation is under progress
19. These preparations are under process
20. DARPAN, the college tabloid was published in association with Department of Journalism
21. A YouTube channel SURENDRANATH COLLEGE LIVE was created on 2.5.2020 and videos (cultural, awareness and motivational) were uploaded there from time to time
22. Could not be done due to lock down situation. However, many departments published their own e magazines.
23. This is under process
24. A remarkable number of social activities were arranged individually and jointly by NCC and NSS during this tenure
25. Several cultural programs and sports activities were arranged though out the year up to March'2020 physically and after that in online mode as reflected in Criterion V (5.2.4)
26. The Computational Laboratory creation process was successfully completed
27. The installation process was successfully completed and inaugurated in December'2019
28. The building process was successfully completed, and the laboratory room was made equipped with many modern costly instruments (purchased from RUSA and MRP grants) and was inaugurated in December'2019
29. It was done successfully, and generated survey reports were critically analysed for betterment of the college

INNOVATIONS AND BEST PRACTICES

- Declaration of campus as a plastic-free zone and no-smoking zone
- Replacement of all old light bulbs with LED lights
- Replacement of old fans, bulbs, and others with power-efficient electrical accessories and star-rated air conditioners
- Timely disposal of hazardous waste and cleaning of sewage by Kolkata Corporation
- Regular pest control on the campus by Kolkata Corporation
- Regular cleaning of overhead water tank
- Installation of Aqua guards (purified drinking water source) in each department
- Planning installation of solar panels in 4000 sq. ft area of the rooftop by next year
- Planning building of a Rainwater harvesting system is on the campus by next year
- Eco Club continuing with the maintenance of the medicinal plant garden named "SUSRUT UDYAN", the birdhouse, and the aquarium along with their regular campaigning in the college premises for a greener and cleaner environment both verbally and using posters.

FUTURE PLAN FOR NEXT YEAR

The following plan of action is proposed for our institution keeping in mind the need for the desired shift to an online/ blended mode of conduct from the next academic year.

- To extend the mentoring system to students of all semesters both Honours and General to make the system all inclusive.
- To purchase Zoom cloud meeting platform for one year to conduct different online events smoothly.
- To encourage all the departments to organize different online Invited lectures, Webinars, Workshops, Student Seminars, Quizzes, Competitions, Cultural Events, etc., to publish E-Magazine and conduct outreach activities at departmental level.
- To create a video/media centre in the college to help in creating tutorial videos and a room with video conferencing facility.
- To create Tutorial Videos to teach effectively different theoretical and practical modules and upload them in the college YouTube channel.
- To create Tutorial Videos for teachers and students facilitating smooth conduction of online classes and reach out masse by uploading them in the college YouTube channel.
- To complete the installation of KOHA for full automation of the central library and update the E-library facility accordingly for giving maximum access to reference books, including expensive books by foreign authors.
- To collaborate with Spoken Tutorial (IIT Bombay) for conducting different online faculty and student development certificate courses.
- To improve the institutional research environment by starting high-end research in the newly created central facility laboratory.
- To encourage all departments to start some Discipline Specific Certificate Courses and Value-Added Soft Skill Development Courses.
- To sign MOUs with more educational institutions for effective faculty, student, and resource sharing.
- To collaborate with some industry/laboratory for summer training/ internship of the interested students.
- To boost up the placement of students by preferably appointing an experienced placement officer and signing MOUs with different industries and recruiting companies.
- To start taking Feedback from alumni and parents as well.
- To complete the long-pending renewal of the registration of the Alumni Association.
- To prepare online question banks for all subjects.
- To organize more seminars on social issues like dowry, gender harassment, gender equity, child labour, human trafficking, etc. for generating social consciousness.
- To make the campus more “Divyangjan” friendly by creating more dedicated washrooms and ramps in addition to the existing facilities.

- To cover the whole roof of the college building to create more classrooms and laboratories to fight the space crunch.
- To Install Solar Panels on the rooftop of the college building and initiate a rainwater harvesting system ultimately leading to a green campus.
- To coach final year students in online mode for cracking competitive entrance exams like SSC, JAM, etc.
- To organise some online job-oriented training courses, to prepare interested students for various Service exams with minimal fees.
- To form departmental journal clubs to nurture the reading habits and subject grasping capability of the students.