

ANNUAL QUALITY ASSURANCE REPORT

July- 2010 to June- 2011

Dr. (Ms). Deepali Singhee
Chairperson, IQAC

Dr. (Mrs.) Annalakshmi Chatterjee
Coordinator, IQAC



J.D.Birla Institute

11 Lower Rawdon Street, Kolkata 700020

Website : www.jdbikolkata.in



J. D. Birla Institute

(Affiliated to Jadavpur University, Kolkata)

Departments of:

- Home Science
- Commerce
- Management
- Food Science & Nutrition Management
- Textile Science, Clothing & Fashion Studies
- Interior Designing
- Human Development



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J. D. Birla Institute, Kolkata is a private and unaided college.

Late Sushila Devi Birla, wife of eminent industrialist late L. N. Birla established a college for girls in her mother-in-law's name in June 1962. The College was named Smt. Jawahari Devi Birla Institute of Home Science and it filled a much felt gap in the scientific education of young women from Calcutta's conservative families. Today the name of the institution has been simplified to J. D. Birla Institute.

Over four decades, the Institute has grown with the needs and demands of the changing times. The Department of Commerce was added in 1997 and in tune with the shifting zeitgeist; a satellite campus was started in 2002 to house the co-educational Department of Management. In the year 2009, four new professionally oriented under-graduate courses were introduced apart from two new post-graduate courses. Today, the Institute provides graduate courses under the following departments:

- Dept. of Home Science
- Dept. of Commerce
- Department of Management
- Dept. of Food Science & Nutrition Management
- Dept. of Textile Science, Clothing & Fashion Studies
- Department of Human Development
- Dept. of Interior Designing

It also offers post-graduate degrees under the Department of Home Science.

The Institute and all its departments are affiliated to Jadavpur University, a world-renowned Centre of Excellence with an A grade rating (CGPA of 3.61) from NAAC. The courses offered by the Institute are exclusive and no other Jadavpur University affiliate can offer the B.Sc (Honours), B.Com (Honours) and BBA (Honours) courses that are conducted at the institute.

The Institute operates from two campuses: while the all-girls courses are run from the main campus, the satellite campus located just a couple of kilometers away houses the co-educational Management department.

The Institute was first time accredited with B+ (78.5%) by NAAC in March 2004. It applied for reassessment and re-accreditation in 2009 and in 2010, the NAAC peer team awarded the Institute with 'A' grade (CGPA of 3.11) highlighting the Institute's constant quest for self-improvement and excellence.



NAAC Peer Team Visit



NAAC Accreditation Award Ceremony at Bangalore

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PART A

PART A

This part would deal with the following:

- a) *The plan of action as mentioned in the last AQAR submitted to NAAC on 26th September 2008*
- b) *Recommendations made by the NAAC Peer Team during the reaccreditation reassessment process in August 2010.*
- c) *Plans of action identified by the IQAC in the beginning of the year towards quality enhancement and outcome achieved by the end of the year*

1. The application for the autonomous status of the college would be forwarded to the UGC.

Application for autonomous status was submitted to the UGC in the required format, once on 20th January 2009 and again on 2nd February 2010. Thereafter, the list of members comprising the evaluation team/committee was received by the college [F.2-69(2)/2010(AC), dated 17th September 2010] from the UGC. Since clarification regarding the inclusion of state government nominee in the committee that was sought is pending from the state government, the proposed visit of the team has not materialized.

2. Revise and upgrade the under-graduate course offered by the Institute under the Dept. of Commerce and introduce options for specialization in the final year.

The revised, modified and upgraded curriculum and syllabi for three-year B.Com (Hons) course involving specialization in 'Accounting & Finance' or 'Marketing' or 'Banking & Insurance' in the final year was approved by the University Court (vide EC Resolution No. 17 dated 14th March 2011 in a meeting held on 26th September 2011). The same has been offered to students since academic session 2011-2012.

3. Introduce M.Sc in Textiles & Clothing and M.Sc in Food & Nutrition under the Dept. of Home Science from academic session 2009-2010.

This target was fulfilled and the courses were introduced after approval by the university (vide EC Resolution No. 19, dated 8th July 2009 and Court Resolution No. 16, dated 19th August 2009) from session 2009-2010 onwards.

4. Revise and upgrade the under-graduate courses offered by the Institute under the Dept. of Management.

A revised and upgraded syllabus for the three-year BBA (Hons.) course under the Dept. of Management of the college has been prepared by the faculty members. After approval by the special committee (panel of experts) which would be constituted shortly, the same would be sent to the University for approval.

5. Introduce M.Com for providing upward mobility to the under-graduate students of the Dept. of Commerce.

Faculty members of the Dept. of Commerce have initiated the process for preparing the M.Com curriculum and syllabi taking reference from the UGC-guidelines and the syllabus offered by the University of Calcutta. After preparing the basic format, a special committee (panel of experts) would be formed to assess the course content and then the recommended curriculum and syllabus would be forwarded to the Jadavpur University for necessary approval.

6. Revise, modify and update the syllabi of all post-graduate (M.Sc) courses under the Dept. of Home Science to bring them at par with the newly introduced under-graduate courses (B.Sc).

Faculty members are revising the curriculum and preparing the syllabi which would be sent at the earliest to the University for approval.

7. One year post-graduate diploma in Hospitality Management would be introduced soon.

Although this course had been approved by Jadavpur University (vide EC Resolution No. 19 dated 8th July 2009 and Court Resolution No. 16, dated 19th August 2009), it is yet to be introduced and would be offered to students soon.

8. Introduce more add-on courses for the benefit of students.

A short-term add-on course on '*Digital Design*' was conducted for the students of the institute in association with ARENA Animation from 28th July 2012 to 23rd March 2011. The course was offered to the students beyond college hours. Participants were given a certificate of merit from ARENA on successfully completing the course.

9. Introduce formal method of self appraisal and career advancement scheme.

A systematic self appraisal method was introduced from academic session 2010-2011 onwards where every faculty member appraised herself on standard criteria and compared the results with those given by the management. Although a rough format on application and marking criteria related to CAS had been outlined, the same is being studied by the management for checking its feasibility.

10. Digitisation of the learning resource centre (LRC) of the institute and allotment of more space to it as recommended by the NAAC peer team.

Main Campus:

The LIBSYS software was purchased by the Institute and the process of circulation of all books, journals, periodicals and magazines in the LRC including audio-video resources is currently being digitized and automated. The bar coding of most resources in the LRC has been completed and the students have also been issued special cards having bar codes.

The LRC was extended and 920 ft² of additional space was added. The extension was done via the internet zone into the previous computer lab (room no. 305) and research journal section (room no. 306). The annex room inside the previous computer lab was converted into a processing-cum-store room.

Satellite Campus:

The process of assigning DDC call numbers, data entry and automation began in July 2010 in the satellite campus.

The LRC was completely revamped between May-July 2010. An additional area of roughly 400 ft² was included into the LRC to make a computer-bank-cum reading room and 46 internet enabled computers were installed for use by students and faculty. A close circuit camera was installed in this area. The space that housed the LRC coordinator's office and the processing room was broken and re-modeled to make room for an office space containing 4 faculty work-stations, an office for the Placement Officer and the LRC Coordinator's office. Issue and return counters were added to the left and right of the arch leading to the computer-bank area and a close circuit camera was installed on the wall opposite to the main door. The wall between the LRC and the computer-bank area was covered with floor to ceiling shelves to house the Book Bank.

- 11. Enhance learning resources by increasing the number of books, related CDs, DVDs and educational films at the LRC of both the campus and fully automate the library functions.**

Refer to Section-20 and Section-21, Part-B of the AQAR

- 12. Making the campus WIFI enabled.**

In order to provide flexibility to students and faculty members for using internet facilities, the campus has been made WIFI enabled. Now, students and faculty members can browse the internet from anywhere in the campus. Also increasing numbers of teachers are using ICT enable service to prepare class lectures.

- 13. Enhance the faculty development initiative by encouraging members to enroll in PhD programmes, undertake research activity and participate in seminars, conferences and workshops.**

Faculty members have been encouraged to enroll for PhD and two members have already enrolled for doctoral programmes (*refer to Section-6, Part-B of AQAR*).

Through support and motivation more number of members took the initiative to participate in seminars and conferences (*refer to Section-6, Part-A of AQAR*).

Research activities were strengthened by effectively monitoring and supervising the post-graduate students' research work. In this regard the Research Committee of the institute played an active role and provided guidance to faculty members guiding these research projects.

Increased number of faculty members participated in seminars and conferences (*refer to Section-6, Part-B of the AQAR*).

- 14. Publish the research journal of the department.**

The editorial board for the journal under the Dept. of Home Science has already been formed. The following eminent academic experts specialising in the required field of specialisation under the Home Science faculty have been requested to give review papers for the inaugural issue of the Journal that shall be published shortly.

- a) Prof. (Dr.) Samanta, Prof. in Textile Chemistry - Dept. of Jute and Fibre Technology, Institute of Jute Technology, University of Calcutta, Kolkata for Textiles & Clothing specialization.
- b) Prof. Sadhan Dasgupta, Prof. in Applied Psychology - Dept. of Applied Psychology, University of Calcutta for Human Development specialization

- c) Dr. Ratneswar Bhattacharya, Prof. in Adult Education & Extension - Director, Centre for Adult Continuing Education & Extension, Kalyani University for Extension Education specialization.
- d) Regarding the Food & Nutrition specialization, the following two names were suggested - Dr. Bamji – Prof. in Biochemistry & Nutrition, Emeritus Scientist, Dangoria Charitable Trust, Hyderabad or Dr Subhalakshmi – Prof. in Nutrition, Research Director, Nirmala Niketan College, Mumbai University. However, the experts are yet to be contacted.

In addition to the college research journal, an internal journal named Reflections based on the compilation of student's research work during at the institute academic session 2009-2010 and 2010-2011 was printed and published.

15. Take up more number of research projects and submit two such proposals to the UGC.

The institute although had prepared three minor research proposals (MRP) to be submitted to the UGC under the minor research projects proposal scheme, the same were not accepted by the UGC eastern regional office on grounds that the institute was a private unaided college and so under the new directives from the MHRD, it was is not eligible to receive any such grants.

Possibilities are being explored to find other such sources who would fund research projects (*refer to Section-11, Part-B of the AQAR*).

16. Postgraduate students would be trained to qualify the competitive examination (NET/SLET) and proposal would be sent to the affiliating university to recommend the inclusion of Home Science in SLET (State Level Eligibility Test) to the state government.

The post-graduate students undertaking M.Sc. in Home Science with specialization in Textiles & Clothing and Food & Nutrition were encouraged to enroll of UGC-NET. Eleven students were motivated to appear in the UGC-NET exam held in December 2009. These students were guided by faculty members and more resource materials were purchased for them including books based on guidance to appear for NET.

Formal coaching for NET/SLET exams for the post-graduate students would be introduced soon. Although proposal for inclusion of Home Science in SLET (State Level Eligibility Test) has not been sent to the university, the matter would be taken up at the earliest.

17. Organize a Refresher's Course in Home Science.

The course outline for a 21-day refresher course in Home Science entailing courses of all specialisations of the Home Science faculty has been prepared and would be sent to the UGC-Academic Staff College for consideration.

18. Host the Biennial Conference of Home Science Association of India.

A 3-day National Level - 28th Biennial Conference of the Home Science Association of India on '*Impact of social, change & technological advancements on family & community*' was hosted by the institute on 7th January 2010 to 9th January 2010 and was attended by 588 delegates comprising of students and faculty members. About 200 outstation delegates from different parts of the country attended the event.

19. Organise co-curricular activities like inter-departmental quiz, and extra-curricular activities such as Independence Day celebration, celebration of *basant panchami*, annual show and annual sports, fresher's party and farewell party and participation in inter-college fests.

The various social and cultural activities that were organized by the college during the session 2010-2011 are listed below:

- a) **EMTA Corporate Management Quiz 2010** by the Dept. of Management was held on 25th September 2010. About 201 corporate organisations participated in the event, which was held in collaboration with Calcutta Club, Kolkata.
- b) An **interclass quiz** was organized on 29th September 2010 where Mr. Erol O' Brian – a well known quiz master conducted 16 rounds of questions at the main campus.
- c) Students from the Depts. of Science and Commerce debated on '*Peer pressure is detrimental to progress*' at the **inter-departmental debate** competition organized at the main campus on 15th March 2011.
- d) The south zone round of 11th Inter-Institutional **L N Birla National Debate 2010** was held at Chennai on 18th September 2010, while the west zone round was held at Pune on 2nd October 2010. The north zone round was held at New Delhi on 21st October 2010. The final round of this debate was held on 20th November 2010 at Vidyamandir Auditorium. US Counsel General Ms. Beth Payne was chief guest of the event.
- e) **Sports Day** was organised on 11th of February 2011 at the Sports Authority of India Complex, Football Ground-III. Shri R K Mohanty, DGP (retired) graced the occasion as the Chief Guest; while Dr. Akbar Ali Khan, DIG HG West Bengal was

the Guest of Honour. Students, faculty members, administrative staff and group-D staff participated in the various track events that were organised.

- f) **Indoor games competitions** (carom, chess and badminton) were held on 10th February 2011 at the main campus.
- g) **Annual Function** was held on 26th November 2010. Prof. Siddhartha Datta, Pro-Vice Chancellor, Jadavpur University, Kolkata was the Chief Guest. Awards were presented to the meritorious students. '*Bhanushinger Padabali*', a dance drama based on the writings of Thakur Rabindranath Tagore choreographed by Ms. Samapti Das, Assistant Joint Secretary - West Bengal Dance Federation, was staged by the students.
- h) **Basant panchami** was celebrated on 8th February 2011 at the main campus to unite students in a common bond of worship. The Puja ceremony was attended by students, faculty members, administrative and Group-D staffs.
- i) Students from the Depts. of Science and Commerce celebrated the 63rd **Independence Day** at the main campus on 15th August 2010. Apart from flag hoisting and reciting patriotic songs, students also staged dances and skits having an Indian fevour.
- j) On 23rd July 2010, a **fresher's party** was organized by the seniors to welcome the first year students at the main campus. The party was indeed a grand start as it assisted in establishing a friendly relation between the fresher's and the senior students.
- k) A **farewell party** was organized for the final year students of both the Depts. of Science and Commerce on the 23rd April 2010 at the college campus.
- l) Students from the Depts. of Commerce and Science accompanied by faculty members undertook a **picnic** on the 7th February 2011 and 12th February 2011 respectively to Asha Cottage located on Bombay Road, Ranihati (Howrah). Students from the Dept. of Management undertook a **picnic** on the 12th February 2011 to Monobitan, Bakrahat (South 24 Paraganas).
- m) Well-known leading publishers and distributors across the India (Allied Publishers Pvt. Ltd., Book Line, ICFAI University Press, McGraw-Hill Education (India) Ltd., New Age International Pvt. Ltd., Oxford Bookstore, Oxford University Press, Pankaj Publication International, Pearson Education, Prentice-Hall of India, Ray's Publishing House, S B Enterprise, Sage Publication India Pvt. Ltd., The Modern Book Depot, Trans-World Books and Viva Books Pvt. Ltd.) participated at the **book fair** organized on 11th-12th April 2011 at the main campus and offered books at 20% discount to students and faculty members.

- n) A group of 25 students from the Depts. of Science and Commerce accompanied by faculty members undertook a **pleasure trip** to Bangkok and Pattaya from 29th October 2010 to 3rd November 2010.
- o) Students from the Dept. of Management accompanied by the Director, faculty and staff members undertook a '**Team Building Excursion**' to Puri from 26th to 31st August 2010 and again to Goa from 24th March to 28th March, 2011.

20. Undertake outreach activities to help the underprivileged and the society at large.

Social awareness and social responsibility towards environmental & health issues and extension services (visits to NGOs and homes for destitute children, women and the aged) are instilled among the students through NSS under the banner of Jadavpur University and '*Helping Hands*' - the Social Activity Club of the Institute.

- a) Students from the Food & Nutrition section of the Dept. of Home Science conducted a lecture-cum-demonstration on '*The importance of appropriate cooking methods that causes minimum nutrient loss and optimizes food hygiene*' for street children and their mothers at the Women's College, Kolkata using flash cards.
- b) An exhibition-cum-sale, '*Caritus: An endeavor to encourage the underprivileged*' was organised at the main campus on 3rd and 4th February 2011. Eleven NGO's (Disha, Karmakutir, Ankur Kala, Jotirmayee Club, SEVA, Apne Aap-The Women Worldwide, Paripurnata, IPER, Sanlaap, Ramkrishna Mission Ashram and Welfare Society for the Blind) participated in the event. Funds were raised for them through the sale of various hand-made product crafted by underprivileged women and children.
- c) Post-graduate students from the Dept. of Home Science specializing in Textiles & Clothing undertook a project with the underprivileged slum children at Disha Foundation, an NGO where they trained the youngsters in various craftwork (making paper bags and wall hangings, decorating paper envelopes and embroidering handkerchiefs) from 19th May 2010 to 9th August 2010.
- d) With a purpose to extend financial support, Karmakutir, an organization working with marginalized and destitute women were allowed to put-up a sale of the hand made products (batik and katha kurtis, sarees, stoles, diaries, pencil case, pouches, cards, folders etc.) at the main campus.
- e) MENTAID, a school for mentally challenged children sold ground spices, wrapping papers, paper bags, cards, mats, pouches etc. and put-up a stall at the main campus on 9th and 10th August 2010.

- f) Ankurkala, an NGO was permitted to put-up a stall and sell handmade products made by marginalized and destitute woman at the main campus on 21st and 22nd July, 2010.
- g) Students of the institute taught the concept of '*Money*' to the students of the vocational training department of Manovikas Kendra Rehabilitation & Research Institute for the Handicapped (MRIH) on 19th November 2010.

21. Provide hands-on experience to students through field visits and excursions.

The following field visits and educational excursions were undertaken by the different departments:

FIELD VISITS

- **Dept. of Food Science & Nutrition Management**
 - a) Students visited **Child in Need Institute (CINI)**, an NGO and visited different clinics (antenatal clinic, reproductive clinic, emergency ward, nutrition rehabilitation clinic and special Thursday clinic) to observe the activities in details on 8th April 2010, 22nd April 2010, 2nd December 2010 and 23rd June 2011.
 - b) Students visited **ELMAC Foods**, Nibra (Howrah) on 18th September 2010.
 - c) Students visited **Mother Dairy**, Dankuni on 7th December 2010.
 - d) Students visited the **Bisk Farm** factory, Dhulagarh (Howrah) on 9th April 2011.
- **Dept. of Textile Science, Clothing & Fashion Studies**
 - a) Students visited **tanneries** - H W Traders Pvt. Ltd and M/s Paramount Leathers on 12th March 2011 to understand the different stages in the processing of leather (tanning, dyeing and finishing) and see the advanced machines used for the same.
 - b) Students visited **Jayshree Textiles**, Rishra on 2nd April 2010 and saw the wool and flax spinning units, rapier and projectile looms and a state-of-the-art textile testing laboratory.
- **Dept. of Interior Designing**
 - a) 2nd year students visited **Tollygunge Club** on 15th February 2011 and again on 21st April 2011 where they studied space planning and observed the design of the gymnasium and the commercial kitchen.
 - b) Students visited an exhibition - **Interiors 2011** organized by Association of Architects, Builders and Interior Designers and Allied Business (ABID) at Netaji Indoor Stadium on 27th March 2011 to know about the new products launched in the field of interiors.

- c) Students attended the **14th Plumbing Conference** on '*Joy of plumbing in the city of joy*' organized by Indian Plumbing Association along with AKAR Info-Media Pvt. Ltd. at Swabhumi, Kolkata, on 1st and 2nd October 2010.
- **Dept. of Human Development**
 - a) Students visited **MENTAID**, an association for the development of the mentally challenged children and adults on 4th March 2011 and again 24th September 2010 to get a hand-on field experience on matters related to children with special needs and understand their requirement and thereby enabling them to effectively prepare an individualized education plan for the mentally challenged children.
 - b) Students visited **Disha Foundation** on 25th March 2011 where they saw the different methods used for teaching the slum children between the age group of 2.5 to 5 years, all sharing the same classroom and execution of the mid-day meal programme. Another visit on 9th April 2010 was undertaken where students interacted with the socially disadvantaged group (street and vagrant children). They visited the Balwadi and Anganwadi schools and were exposed to an environment that totally differs from the regular pre-schools.
 - c) Students visited **Indian Institute of Cerebral Palsy (IICP)** on 24th February 2010 and 11th March 2011 they saw occupational therapy and physiotherapy being administered to students of IICP and visited the vocational unit of the Institute.
 - d) Students visited **Manovikas Kendra Rehabilitation & Research Institute for the Handicapped (MRIH)** on 1st October 2010 to get acquainted with mentally challenged children and adults. Awareness programme on health, hygiene and nutrition were held by the students for the children and parents of the organization.
 - e) Students visited **Ramkrishna Mission Blind Boy's Academy**, Narendrapur on 18th March 2011 and again on 3rd April 2010 to observe the teaching techniques adopted and vocational training imparted to the blind students. They visited the Braille library and printing press and had an opportunity to observe the teacher taking classes with the disadvantaged students.
 - f) Students attended an exhibition on '**200 years of Charles Darwin**' organized by the Asiatic Society on 16th February 2010 at the Asiatic Society.
 - g) Students visited **National Institute for the Orthopedically Handicapped (NIOH)** to know more about people with orthopedic disabilities on 30th August 2010.

- h) Students visited 'The Calcutta Samaritans' on 1st October 2010 where they conducted an interactive programme with the underprivileged children.
 - i) Students undertook an educational visit to 'Pradip', an NGO for individuals with Autism Spectrum Disorder on 3rd December 2010 to observe the various therapies provided to children and adults with Autism.
- **Dept. of Home Science**
 - a) Students visited **Disha Foundation** on 14th April 2011 where they were exposed to an environment that totally differs from the regular pre-schools.
 - b) Students visited 'The REFUGE', an orphanage on 18th June 2011.
 - c) Students visited **Manovikas Kendra Rehabilitation and Research Institute for the Handicapped (MRIH)** on 20th April 2011 and saw various therapy units like multi-sensory unit, speech therapy, hydro therapy, play therapy, occupational therapy, physiotherapy, behavior management room, etc. Students also visited vocational training units like weaving, tailoring-stitching-embroidery, bakery & confectionery, canteen work, jute & paper bag making, block printing, card & envelope making, bread crafting, glass painting, comb binding etc.
 - d) Students visited **ELMAC Foods**, Nibra (Howrah) on 18th September 2010.
 - e) Students visited **Mother Dairy**, Dankuni on 7th December 2010.
 - f) Students visited **Bisk Farm** factory, Dhulagarh (Howrah) on 9th April 2011.

EDUCATIONAL EXCURSIONS

Educational excursions in each field of study are organized for the final year students. As a follow-up, students have to prepare reports and/or presentations on the information gathered during such outings. The following excursions were undertaken by the different departments:

- **Dept. of Textile Science, Clothing & Fashion Studies**

Twenty three students accompanied by five faculty members undertook an educational excursion to Guwahati and Cooch Bihar from 27th October 2010 to 2nd November 2010 where they visited the muga weaving units at Assam and the Tufangunj Handloom Cluster at Cooch Bihar.

- **Dept. of Human Development**

A group of twenty eight students accompanied by three faculty members undertook an educational excursion to Murshidabad from 27th December to 30th December 2010. Students visited Nabodisha and conducted activities for differently abled children apart from undertaking case studies through interaction with special educators and parents of the children. Students also went to *Murshidabad Adibagi*

Gramin Janakalyan Samiti where they visited pre-primary school and Godhanpara primary health care centre.

22. Make arrangements to enable students to undertake internship training at industries and organizations located outside the city.

Four students undertaking post-graduate (M.Sc.) course in Home Science (Textiles & Clothing specialization) were sent to Bangalore and Chennai respectively to undergo training at garment export houses - Aquarelle India Pvt. Ltd., Bangalore and Magnum Clothing Pvt. Ltd., Chennai.

23. Records of the student's progression to higher studies would be charted in a more organized manner.

Efforts are being made to maintain records and contact is maintained with students even after they pass out from the college.

24. Create health awareness through organisation of special lectures and workshops.

The following initiatives were taken in this regard:

- a) The Dept. of Food Science & Nutrition Management observed in the **National Nutrition week** (1st to 7th September) by hosting a one day event on '**Nutrition awareness**' on 8th September 2010. The series of events included poster competition with the theme '*Myth about Food*', a cooking contest on '*Healthy Heart*', Diet Counselling and BMI measurement camp and a lecture on '*Heart Disease- its causes and prevention*' by Cardiologist Dr. Surendra Sankar Das.
- b) **Free eye and dental check-up camps** was organized respectively in association with Dr. Divyesh Shah of Shree Netra Eye Foundation and Dr. Amish Patel for all the students and staff (teaching and non-teaching) on 23rd and 24th September 2010.
- c) A one-day workshop on '**Stress Management**' including meditation and yoga was organized for the faculty members from both the Depts. of Science and Commerce on 19th February 2011 and was conducted by Samani Sukla Prjnaji and Samani Vinay Prajnaji from the Jain Visvabharati Institute (deemed to be University), Rajasthan. The session commenced with a short presentation on the benefits of stress free living with emphasis on the sources of stress in everyday life and the methods to deal with them. This session was followed with demonstration of different techniques of yogas, mudras, laughter and lying supine and distressing the body, one by one. Several breathing exercises were also demonstrated.

25. Encourage sporting activities among the students.

- a) Financial assistance of Rs. 30,000 in the form of sponsorship was given to Ms. Swati Gupta (changed name Ms. Ryena Gupta), 1st B.Com year student to participate at the Malaysia Karate-KOI International Championship.
- b) Ms. Swati Gupta (changed name Ms. Ryena Gupta) and Ms. Zaara Shahnawaz were felicitated by the institute on the Annual Sport Day held on 11th February 2011 and were given a trophy each for their efforts to participate in international and national level sports respectively.

26. Extend help to students to tide over difficult times in their personal life through counseling.

A trained counselor has been appointed by the institute to help students in distress. Special interaction with students has enabled the counselor to identify their problems and through counseling she had enabled them to face adverse situations.

27. Built specialized laboratories by modifying and upgrading the existing ones to meet the requirements of the newly designed curricula.

Refer to Section-25, Part-B of the AQAR

28. Collaboration with academic institutes and organizations (national and international) for enhancement of skills and knowledge quotient would be undertaken. Talks are on for starting a course in 'Fashion Retail Merchandising' in collaboration with Northumbria University, UK and collaboration with Arena Multimedia for starting add-on courses in multimedia and CAD.

Efforts have already been initiated in this direction. Although collaboration with Northumbria was not found feasible, ARENA Animation had conducted a short term course at the institute.

29. Exhibition and career counseling session for enhancing admission process.

Career counseling on the courses offered by the institute was organized and an exhibition on student's work was put-up for prospective students during admission for session 2011-2012 by the Depts. of Science to enable them to understand the details of each course.

PART B

PART B

This part deals with the initiatives taken by the institute towards sustenance of quality in higher education and in its vision to establish itself as a leading college providing higher education of higher standard with integrity, consistency and due diligence.

1. New academic programmes initiated (UG and PG).

The undergraduate curriculum for the Dept. of Commerce was modified and the detailed syllabus framed in consultation with eminent subject experts to include specializations in the final year – thus a student could specialize in ‘Accounts & Finance’ or ‘Marketing’ or ‘Banking & Insurance’. The following members comprised of the Review/Expert Committee:

INTERNAL EXPERTS	EXTERNAL EXPERTS
Dr. (Ms.) Deepali Singhee Principal & Asso .Prof. J. D. Birla Institute	ECONOMICS Prof. Amitava Ghose Dean, Dept. of Commerce (Evening) St. Xavier's College
Ms. Rachana Kejriwal Asst. Prof Head of the Dept. of Commerce J. D. Birla Institute	COMMERCE & MARKETING Dr. Madhusree Mukherjee Dean, M.Com Department St. Xavier's College
Mrs. Basudha Mukhopadhyay Asst. Prof J. D. Birla Institute	COMMERCE & MARKETING Dr. R. Dasgupta Reader, Dept. of Commerce University of Calcutta (College Street Campus)
Mrs. Chaitali Mazumdar Lecturer-cum-lab Assistant J. D. Birla Institute	MARKETING & MANAGEMENT Dr. Malayendu Saha Reader, Dept. of Commerce University of Calcutta (College Street Campus)
	MATHEMATICS Dr. Sarbari Ghosh Reader, Dept. of Mathematics Vidyasagar College (Evening) University of Calcutta
	INFORMATION TECHNOLOY Dr. Ananda Shankar Chowdhury Reader, Dept. of Electronics & Telecommunication Jadavpur University

Special meetings were held at the main campus on 8th and 21st December 2010. The recommended curriculum and syllabi was forwarded to the Faculty Council of Arts, Jadavpur University for necessary action. This was approved by the EC (vide resolution 11b, dated 13th April 2011) and the university court (vide resolution EC Resolution 17,

dated 14th March 2011) and was offered to students admitted for academic session 2011-2012.

In order to provide upward mobility to Home Science students specialising in the Textiles & Clothing and Food & Nutrition, two additional post-graduate courses - M.Sc in Textiles & Clothing and M.Sc in Food & Nutrition was introduced from session 2009-2010 onwards after approval by the university (vide EC Resolution No. 19 dated 8th July 2009 and Court Resolution No. 16 dated 19th August 2009).

2. Innovations in curricular design and transaction.

- a) To ensure that quality education as well as dynamic employment skills is available to its students, the Institute is offering a 10-week training programme on 'Soft Skills and Personality Development' in association with Super Soft, an NGO to enhance quality of education, provide personality development and dynamic employment skills to the students since 2007. This trend was maintained and all the students from the Depts. of Science and Commerce undertake the training during the first year of their study. There has been an overwhelming response and students have reported that the training improved their curriculum vitae and has been beneficial in obtaining a prestigious job. They have also expressed their desire to enroll in an advanced course on the same.
- a) The curriculum for 3rd year B.Com (Hons) course was revised, modified and upgraded – *refer to Section-2, Part-A and Section-1, Part-B of the AQAR.*
- b) Two new courses – M.Sc. in Home Science with specialization in Textiles & Clothing and M.Sc. in Home Science with specialization in Food & Nutrition were introduced (*refer to Section-3, Part-A and Section-1, Part-B of the AQAR.*)
- c) Post-graduate students from the Dept. of Home Science specialising in Textiles & Clothing undertook a project with the underprivileged slum children at Disha Foundation - *refer to Section-20(c), Part-A of the AQAR.*
- d) A short-term course on Digital Design was introduced (*refer to Section-8, Part-A of the AQAR.*)

3. Inter-disciplinary programmes started.

- a) Since both the Depts. - Textile Science, Clothing & Fashion Studies and Interior Designing involve computer aided designing, a short-term course on Digital Design was planned and offered to give students an extra qualification as mentioned in *Section-8, Part-A of the AQAR.*

b) Also a workshop on '*Colour psychology*' was conducted for students from the Depts. of Textile Science, Clothing & Fashion Studies and Interior Designing - refer Section-7, Part-B of the AQAR.

4. Examination reforms implemented.

None.

5. Candidates qualified: NET/SLET/GATE etc.

a) Mrs. Monalisa Middy, Asst. Prof. in Mathematics with the Dept. of Commerce qualified her UGC-NET examination December 2010.

6. Initiative towards faculty development programme.

The institute supports and encourages participation of faculty members in seminars, conferences and workshops either as delegates or as resource persons by granting them leave and also reimbursing registration and other related expenses in most cases.

• **ENROLLMENT FOR HIGHER EDUCATION**

a) Mrs. Nibedita Roy, Asst. Prof. - Dept. of Commerce is working on her PhD thesis [Registration No: 153 PhD (Com) proceed/2008] under the supervision of Dr. Tanupa Chakraborty entitled '*Securitization and its role in Indian banking industry – A comprehensive study*' to be submitted to University of Calcutta soon.

b) Ms. Sreyasi Chatterjee, Asst. Prof. - Dept. of Human Development successfully completed her PhD course examination held in the month of May 2011 and scored a SGPA of 9.00. She has also formally registered (Registration No: PhD/SL/I/10-5) for her PhD programme with the Dept. of Sociology, Jadavpur University and is working on her research entitled '*Risk perception of genetically modified food – An exploration of public understanding of food risks (associated with GM foods) in West Bengal and New Delhi*' under the supervision of Dr. Bipul Kumar Bhadra and Dr. Siddharta Dutta.

• **SEMINARS AND CONFERENCES ATTENDED AS RESOURCE PERSON**

a) Dr. Deepali Singhee, Principal was invited to speak on '*Road to world class university - According to NAAC*' at the 'JVBU - Vision 2020 Summit' organized by Jain Vishvabharati University, Ladnun, Rajasthan at Kolkata on 26th March 2011.

b) Dr. Banani De, Asst. Prof. - Dept. of Home Science was invited to deliver a lecture on '*Household chemistry*' at a 2-day workshop on '*Women studies:*

Awareness and its implications' organized by Netaji Subhas Open University at Kolkata on 17th and 18th March 2011.

- c) Mrs. Amita Dutta, Asst. Prof. - Dept. of Home Science was invited as a resource person to deliver a lecture on '*Expression on textile*' at a seminar on '*Textile art and design*' organized by Rabindra Bharti University at Kolkata on 29th March 2011.

• **PAPERS PRESENTATED**

- a) Dr. Ranee Kaur Banerjee, Coordinator-LRC (satellite campus) made a presentation entitled "*The sociology and symbolism of durga*" at a meeting of the University Women's Association of Calcutta on 17th November 2010.
- b) Mr. Sambhu Nath Halder, Chief Librarian-LRC (main campus), presented a paper on '*Standards best practices of digital preservation in academic library*' at UGC-sponsored National Seminar on '*E-resource management in academic libraries*' organized by Central Library, Barrackpore Rastraguru Surendranath College in Collaboration with All Bengal Principals' Council on 26th to 27th November 2010.
- c) Mr. Madan Mohan Dutta, Asst. Prof. - Dept. of Management presented case study on '*Behavioural finance*' at a National Seminar on '*A pragmatic case study on behavioural finance*' organised by Disha Institute of Management & Technology, Raipur on 25th & 26th February 2011 at Raipur.
- d) Dr. Ranee Kaur Banerjee, Coordinator-LRC (satellite campus) presented a paper '*Thinking-saying – conveying - meaning: perspectives on the problematic relationship between language, thought and communication*' to MBA and BBA students of the Institute of Hotel & Restaurant Management (IHRM) during the Institute's '*2nd Seminar Series*' on 3rd June 2011.

• **SEMINARS/ CONFERENCES/ WORKSHOPS ATTENDED**

- a) Dr. (Ms.) Banani De, Asst. Prof. - Dept. of Home Science attended a UGC-sponsored National Level Seminar, '*Chemistry: a pathway to biological processes*' on 24-25th September 2010 hosted by Hoogly Mahosin College.
- b) Mrs. Komal Sharma, Lecturer (Sel. Gr) and Mrs. Roshmi Banerjee, Asst. Prof. - Dept. of Interior Designing attended the 14th Plumbing Indian Conference on '*Joy of plumbing in the city of joy*' jointly organized by the Indian Plumbing Association along with AKAR INFO-MEDIA Pvt. Ltd. on 1st - 2nd October 2010.

- **INVITED AS EXAMINER / PANELIST**

- a) Dr. Deepali Singhee, Principal was appointed as the moderator for all papers of Part-I, Part-II and Part-III of three year Bachelor of Fashion & Apparel Design (B.Fad) Examination – 2011 by the Controller of Examination, University of Calcutta through a letter dated 8th March 2011.
- b) Dr. Krishnakali Bhattacharya, Asst. Prof. - Dept. of Human Development was appointed as an external examiner for M.A./M.Sc. HD-II (Practical Paper IX) by the University of Calcutta through a letter dated 23rd November 2010.
- c) Ms. Komal Sharma, Lecturer (Sel. Gr) - Dept. of Interior Designing was selected as a member of the 'Expert Committee' for the revision 'Home Management' syllabus by West Bengal Council of Higher Education.
- d) Ms. Smita Parekh, Asst. Prof. - Dept. of Home Science was appointed an Advisor in the Interview Board for the recruitment of welfare workers by the Staff Selection Commission - Eastern Region of the Ministry of Personnel, Public Grievances and Pensions, Dept. of Personnel & Training.
- e) Mrs. Smita Parekh, Asst. Prof. - Dept. of Home Science was invited to conduct the practical exam on '*Surface orientation, textile craft & accessories design*' for Part-III, three year bachelor course in Fashion & Apparel Design (B.Fad) under the University of Calcutta at Rani Birla College on the 2nd of July 2010.
- f) Mrs. Amita Dutta, Asst. Prof. - Dept. of Home Science was invited to conduct the practical exam on '*Basic drawing and illustration practice*' for Part-I, three year bachelor course in Fashion & Apparel Design (B.Fad) under the University of Calcutta at Rani Birla College on 2nd August 2010.
- g) Dr. Banani De, Asst. Prof. - Dept. of Home Science was invited to assess the M.Sc dissertations of the students by the Dept. of Food Processing & Nutrition Science, School of Community Science & Technology, Bengal Engineering & Science University (BESU) on 9th June, 2011.

- **REFRESHER COURSES**

- a) Mrs. Amita Dutta, Asst. Prof. - Dept. of Home Science attended the Refresher Course on '*Fine art & craft*' conducted by UGC-Academic Staff College, University of Calcutta from 10th November 2010 to 1st December 2010 at Kolkata.
- b) Mrs. Punam Mehra, Asst. Prof. - Dept. of Human Development completed a Refresher's Course on '*Women in politics: Family community and state*' organized by the UGC-Academic Staff College, Jadavpur University from 9th February 2011 to 2nd March 2011 at Kolkata.

- **ORIENTATION COURSES**

- c) Ms. Indrani Biswas, Asst. Prof. - Dept. of Food Science & Nutrition Management attended the Orientation Programme conducted by the UGC-Academic Staff College, Jadavpur University from 22nd November 2010 to 20th December 2010 at Kolkata.
- d) Ms. Shweta Tuteja, Asst Prof. - Dept of Textile Science, Clothing & Fashion Studies completed a Orientation Course organized by the UGC-Academic Staff College, Jadavpur University from 14th February 2011 to 14th March 2011 at Kolkata.
- e) Mrs. Ishita Biswas, Asst Prof. - Dept. of Interior Designing completed an Orientation Course organized by the UGC-Academic Staff College, Jadavpur University from 23rd May 2011 to 18th June 2011 at Kolkata.
- f) Mrs. Basudha Mukhopadyay, Asst Prof. - Dept. of Commerce completed an Orientation Course organized by the UGC-Academic Staff College, Jadavpur University from 23rd May 2011 to 18th June 2011 at Kolkata.

- **WORKSHOPS ATTENDED**

- a) Mrs. Mitali Mazumdar and Mrs. Manjusha Ghosh, Head and Assistant Librarian from the main campus, attended a 2-day LSEAZE training programme on '*Use of LIBSYS software*' conducted by LIBSYS training centre, Kolkata from 17th January to 21st January 2011 at EIEM, Ghola, Sodepur. They were trained on acquisition, cataloguing, circulation, serial system and system administration.
- b) Mr. Swapan Bera, Mr. Masiur Rahaman and Mr. Santanu Mondal, Librarians – satellite campus from the department of Management were given preliminary training by LIBSYS in the operation of the software in July 2010. Mr. Swapan Bera and Mr. Santanu Mondal in addition attended an intensive 5-day training program at the LIBSYS premises from 17th to 21st January 2011.
- c) Mrs. Amita Dutta, Asst. Prof, Dept. of Home Science attended a workshop on '*Printing and painting on fabric with natural colours*' at the National Institute of Designing, Paldi (Ahmedabad) from 23rd May to 27th May 2011.

7. **Total number of seminars/workshops conducted.**

- **SEMINARS / WORKSHOPS CONDUCTED**

- a) The Dept. of Interior Designing organized a seminar on '*The implications of vastu and fengshui in interiors*' on 3rd September 2010 in association with Association of Architects, Builders, interior Designers and Allied Business (ABID) and was attended by 235 delegates including students and faculty

members from various other institutions apart from freelance interior designers and architects.

Pracharya Surinder Kapoor, renowned vastu consultant and Joint Secretary of National Body of the Institution of Vastu Sciences spoke on the implication of vastu in interiors. Dr. Harishankar Gupta, a renowned vastu and fengshui consultant and President of fengshui Association of India spoke on the implication of fengshui in interiors. Ms. Varsha Sangal, a vastu consultant spoke on PYRA-vastu and placement of designed pyramids in interiors. The participation kits were provided by ABID; while the rest of the event was sponsored by JBID.

- b) The Dept. of Commerce organized a one-day seminar on “*Roadmap to IFRS (International Financial Reporting Standards)*” on 5th April 2011.

Mr. Sushil Kumar Goyal, Chairman, Institute of Chartered Accountant, Eastern Region, Mr. Pradip Singhee Sr. Partner, Singhee & Company respectively graced the event as the Chief Guest and the Guest of Honor. Mr. Anurag Singhi, Director, Baker Tilly Singhi Consultant Pvt. Ltd., Mr. Ashish Chhawchharia, Practice Head, Grant Thornton, Mr. Anamitra Das, Associate Director, Assurance Services and Prof. Amitabh Mukherjee, Founder/Director of TRAIL BLAZER Accounting & Finance Research Institute shared their expertise and experiences with the participants thorough their respective presentations. Students from various colleges (Goenka College of Commerce, Shri Shikayatan College and St. Xavier’s College, ILEAD and Indo German Training Centre) apart from students of JBID – Dept. of Commerce and Management attended the event.

- c) A seminar on ‘*Budget 2011*’ was held on 14th March 2011 at Vidya Mandir Auditorium. Students from 2nd, 4th & 6th semester – Dept. of Management presented their analysis of the budget. Mr. R.S. Jhavar, Director - Williamson Magor & Co. Ltd. was the keynote speaker.

- d) The Dept. of Textile Science Clothing & Fashion Studies organized a one-day workshop on ‘*Colour Psychology*’ in association with the Society of Dyers and Colourists, India on 8th June 2011.

Dr. Ila Dedhia, Associate Professor at the Dept. of Textiles & Fashion Technology - College of Home Science, Nirmala Niketan, Mumbai delivered a lecture on ‘*Recent developments in technology of colour application in dyeing and printing*’ while Ms. Rowan Fisher, a trained consultant in the ‘Colour effect theory’ and a colour technologist with various major UK retailers including

TESCO and Mothercare conducted a workshop in the form of practical and effective exercises on 'Colour psychology'.

- e) A workshop on 'First aid and home nursing' was conducted for B.Sc final year students of the Dept. of Home Science specialising in Resource Management on 21st April 2011 in association with St. John's Ambulance Association, Kolkata. An examination was also conducted at the end of the course and successful students were awarded certificates by St. John's Ambulance Association.

• **LECTURES ORGANISED**

- a) A lecture on 'Heart disease- its causes and prevention' was delivered by Dr. Surendra Sankar Das, Cardiologist as a part the National Nutrition week celebration on 8th September 2010 organised by the Dept. of Food Science & Nutrition Management.
- b) A lecture on 'Kidney disease' by Ms Sanghamitra Chakraborty, Chief Dietician, Medica Multi-speciality Hospital was organized by the Dept. of Food Science & Nutrition Management on 15th and 16th February, 2011.
- c) A lecture on 'Diabetics Mellitus' was organized by the Dept. of Food Science & Nutrition Management and was delivered by Dr. S. S. Das, Cardiologist on 11th March 2011.

8. Research projects.

- a) Newly implemented: *Refer to Section-15, part-A of the AQAR.*
- b) Completed: *Refer to Section-11, Part-B of the AQAR.*

9. Patents generated, if any.

A patent titled '*Flavanoid compounds and process for preparation thereof*' (International Publication No. - WO/2010/097816) was published by Dr. Annalakshmi Chatterjee (nee Chinniah), Asst Prof. - Dept. of Food Science & Nutrition Management on 2nd September 2010 along with P. K. Das, S. Goswami, J. M. Rao and S. B. Katragadda.

10. New collaborative research programmes.

Refer to Section-11, Part-B of the AQAR.

11. Research grants received from various agencies.

An amount of Rs. 4,110 (for thousand, one hundred and ten only) was received from Dept. of Jute and Fibre Technology, Institute of Jute Technology (IJT), Calcutta

University on account of services rendered by J. D. Birla Institute for developing diversified jute products for them. This initiative was taken both as a part of a mega project - Jute Technical Mission, R & D project (Project No. 8) under Scheme 7.1 of the Ministry of Textile, Govt. of India and National Jute Board in collaboration with Institute of Jute Technology, and the research work done by Ms. Saadgi Choudhury, M.Sc. student of JDBI and working on her research dissertation entitled, "*A study on the acceptability of jute fabrics used in diversified household textiles*" under the guidance of Dr. Deepali Singhee, Principal – J D Birla Institute . Ms. Saadgi Choudhury developed decorative and innovative printed and embroidered jute table-mats and table-runners for IJT.

12. Details of research scholars.

None.

13. Citation index of faculty members and impact factor.

- a) Prof. (Dr.) Asit Datta, Director – Dept. of Management co-authored an article titled '*An international randomised placebo-controlled trial of a four-component combination pill ('polypill') in people with raised cardiovascular risk*' in the *Journal PLoS One*, Vol.6, May 2011, p-1.
- b) Ms. Nibedita Roy, Asst. Prof. - Dept. of Commerce published a paper '*Securitization – An efficient form of financing: An overview*' in Bulletin of Commerce, Alumni Association, University of Calcutta, Vol-9, Issue-1, January 2011.
- c) Mr. Sambhu Nath Halder, Chief Librarian-LRC (main campus), published a chapter on '*Digital preservation standards in librarians point of view*' in a book, '*Recent trends in library services*' published by Vayu Education of India, New Delhi
- d) Dr. Atreyee Pal, Asst. Prof. - Dept. of Home Science published a chapter on '*Growth and disparity of income in India in the era of globalization*', in a book, '*Globalization and inequality*', published by Deep & Deep Publication, New Delhi, January, 2011.
- e) An agreement was signed on 9th September 2010 between Dr. Ranee Kaur Banerjee (author), Coordinator-LRC (satellite campus) and Everest Publishing House, Pune (publisher) commissioning her to write a book entitled, '*Communication skills and concepts*'.

- f) Dr. Ranee Kaur Banerjee, Coordinator-LRC (satellite campus) published 45 edited and reviewed articles for an education portal www.brighthub.com between July 2010 and June 2011.

14. Honors/Awards to the faculty.

- a) Dr. Singhee, Principal was awarded a '*Special Honour*' for her capabilities and contribution to higher education on the occasion of Women's Day 8th March 2011 by All India Terapanth Mahila Mandal, Rohini-Ladnun (Rajasthan).
- b) Dr. Singhee, Principal received the '*Best Principal – College Category*' Award from Lions Club of Kolkata - Mother Teresa Sarani in 2010.
- c) Mrs. Roshmi Banerjee won a certificate of recognition as the '*Faculty of the year 2011*' by Association of Architect, Builders, Interior Designers and Allied Business (ABID).
- d) The following faculty members were awarded for their performance at Teacher's Day Celebration on 4th September 2010 by the management of the college:
- i. '*Best overall performance*' for academic session 2008-2009' for Dept. of Science: Ms. Manushi Tewari, Asst. Prof. - Dept. of Textile Science, Clothing & fashion Studies.
 - ii. '*Best overall performance*' for academic session 2008-2009' for Dept. of Commerce: Ms. Rachana Kejriwal, Asst. Prof. - Dept. of Commerce.
 - iii. '*Best overall performance*' for academic session 2008-2009' for Dept. of Management: Mr. Tabobrata Ray, Asst. Prof. - Dept. of Management.
 - iv. '*Outstanding achievements in the field of education / publishing of papers in reputed journals*': Ms. Shweta Tuteja, Asst. Prof - Dept. of Textile Science, Clothing & Fashion Studies.
 - v. '*Significant contribution towards the development of the Institute*': Mrs. Amita Dutta, Asst. Prof. - Dept. of Home Science.

15. Internal resources generated.

Revenue was generated through following add-on/short term courses during session 2010-2011:

- a) Personality Development & Soft Skills Training - 371 students: Rs. 2,57,900
- b) Montessori Training (ten months duration) - 11 students: Rs. 2,84,500
- c) Finishing School (six weeks duration) - 50 students: Rs. 3,00,000

TOTAL – Rs. 8,42,400

16. **Details of departments getting SAP, COSIST (ASSIST)/DST. FIST, etc. assistance/recognition.**

None.

17. **Community services.**

- **WORKSHOPS**

Refer to Section-20, Part-A of the AQAR.

- **FUND RAISING EXHIBITIONS**

Refer to Section 20(b), 20d, 20e and 20f, Part-A of the AQAR..

- **OUTREACH PROGRAMMES**

Refer to Section-20, Part-A of the AQAR.

- **MISCELLANEOUS**

a) 43 wooden chairs were donated by the institute to 'The Refuge', an orphanage located in Kolkata on 28th October 2010.

18. **Teachers and officers newly recruited during July 2010 to July 2011.**

The following numbers of faculty members were recruited during the said period (details are given in ANNEXURE-I):

a) Full-time faculty member (on probation) – 7 members

b) Full-time faculty member (on contract) – 15 members

c) Part-time faculty member – 15 members

d) Guest faculty/visiting faculty member – 4 members

e) Non-teaching staff (on probation) – 2 members

f) Non-teaching staff (on contract) – 7 members

19. **Teaching – Non-teaching staff ratio.**

Number of teaching staff: 66

Number non-teaching staff: 47 (Administrative Staff – 14 and Group-D Staff – 25)

Ratio: 1 : 0.71

20. **Improvements in the library services.**

a) *Appointment of the chief librarian at the main campus:* Mr. Sambhu Nath Halder with M.LISC & UGC-NET qualification was appointed as the chief librarian at the LRC – main campus on 14th June 2010.

b) *Formation of a Library Advisory committee including an external expert:* Mr. Safique Ahmad, Librarian, Acharya Jagadish Chandra Bose College was invited to join the LRC committee as an advisor.

- c) *Digitization of the library services:*
- *Main Campus:* Library automation was achieved using the Integrated Library Management software (LIBSYS). All titles of books, CDs/DVDs were entered into the system and all collections were made readily available through the in-campus online public access catalogue (OPAC).
 - *Satellite Campus:* The process of assigning DDC call numbers, data entry and automation began in July 2010 in the satellite campus.
- d) *Increase in the number of both issues and titles of books:*
- *Main Campus:* 1188 books were added and 579 titles were added.
 - *Satellite Campus:* 1181 copies and 94 titles were added.
- e) *Subscription of more number of journals (list mentioned below):*
- *Main Campus:* 1 new journal was subscribed to.
 - *Satellite Campus:* 2 new journals were subscribed to.
- f) *Increase of space at LRC:*
- *Main Campus:* 920 ft² space was added - refer to Section-10, Part-A of the AQAR.
 - *Satellite Campus:* 400 ft² space was added - refer to Section-10, Part-A of the AQAR.
- g) *Addition of other infrastructure:*
- *Main Campus:* Twenty four new plastic (red coloured) chairs were provided at the LRC - main campus. Two additional close circuit camera, two bar code scanners and a dot matrix printer were added. A steel ladder was also added.
 - *Satellite Campus:* Running tables and chairs for the 46 internet enabled computers were provided at the LRC - satellite campus. One additional close circuit camera and two bar code scanners and a bar-code generator were added. A vacuum cleaner and a lamination machine were provided.
- h) *Institutional membership to the British Council Library was renewed at both the main and satellite campuses.*
- i) *Organisation of a Book Fair on 11th and 12th April 2011: Refer to Section-19(m), Part-A of the AQAR.*

21. New books/journals subscribed and their cost.

Sl. No.	Department	Addition of Books/Journals	Total Cost (in Rs)
BOOKS			
1	Food Science & Nutrition Management – LRC, Main Campus	79	31,025.74
2	Textile Science, Clothing & Fashion Studies – LRC, Main Campus	145	1,50,793.20
3	Interior Designing – LRC, Main Campus	62	57,554.72
4	Human Development – LRC, Main Campus	94	61,097.45
5	Home Science – LRC, Main Campus	52	25,489.89
6	Commerce – LRC, Main Campus	716	2,60,661.00
7	Common – LRC, Main Campus	5	1,456.00
8	Management – LRC, Satellite Campus	1,181	4,31,676
9	Fiction – LRC, Main Campus	13	3,290.00
10	Audio-video aids – LRC, Main Campus	22	6,691.00
TOTAL		2369	1,029,735.00
JOURNALS			
1	Indian Journal of Marketing (July, 2010) – LRC, Main Campus		1,200.00
2	Sage bouquet (July 2010) – LRC, Satellite Campus		54,090.00
3	Indiastat.com (August 2010) – LRC, Satellite Campus		92,818.00
TOTAL			148,108.00

22. Courses in which student assessment of teachers is introduced and the action taken on student feedback.

At the end of every semester, feedback is collected from all students undertaking various courses through a structures feedback form. The data is collected by an external agency and the results submitted to the Principal/Director. Thereafter, the Principal/Director personally discusses the feedback report with each faculty member from the Depts. of Science & Commerce and Dept. of Management respectively. Remedial measures are then taken by the faculty members who are given a copy of the feedback to improve their performance. The following departments continued with the students' assessment of teachers:

- a) Graduate (B.Sc.) courses in Food Science & Nutrition Management, Textile Science, Clothing & Fashion Studies, Interior Designing, Human Development and Home Science.
- b) Graduate (B.Com.) course in Commerce.
- c) Graduate (BBA) course in Management.
- d) Post-graduate (M.Sc.) courses in Home Science (with specialization in Human Development, Resource Management, Composite Home Science, Food & Nutrition and Textile & Clothing).
- e) Post-graduate diploma in dietetics and applied nutrition.

23. Unit cost of education.

• **Unit cost of education (including salary component)**

= Total Annual Expenditure ÷ Total No. of Students

= Rs. 6,18,40,090 ÷ 1529

= Rs. 40, 445

• **Unit cost of education (excluding salary component)**

= Total Annual Expenditure ÷ Total No. of Students

= Rs. 3,60,07,949 ÷ 1529

= Rs. 23,550

(No. of students: Depts. of Science-358; Dept of Commerce-701; Dept. of Management-470)

24. Computerization of administration and the process of admissions and examination results, issue of certificates.

- a) The main campus of the institute is WIFI enabled.
- b) Most administrative procedures including preparation of salary bills, maintenance of college accounts, correspondence, record of meetings and students attendance are computerized.
- c) The admission procedure is completely computerized. An electronic version of the data base of all students who have applied for admission is generated. On the basis of computation of marks scored, a shortlist of candidates selected for interview is made and the announcement of selected candidates are made online.
- d) Examination results are put-up on the university website and the degree certificates are awarded to successful candidates during an annual convocation ceremony hosted regularly by the university on 24th December of every year.
- e) Each full-time staff member has a computer with unlimited internet connectivity allotted to her and intimation of forthcoming meetings, circulation of agenda and minutes are done over e-mail to the respective staffs.

25. Increase in the infrastructural facilities.

All necessary maintenance and repair work including some major renovations and additions were carried out at the main campus during the session breaks. Some of these are highlighted below:

- a) **Food & Nutrition Laboratories:** Cemented countertops in both laboratories I & II was broken down and the laboratories were completely renovated and modernized. FN lab-II was merged with the Ergonomic/Equipment lab and a part of the space was used to create a small research lab. Storage space was added to the extended

portion of the FN lab-II. A new green board was provided and two ceiling fans added. Two tables with granite table tops were provided, one each to FN lab-I and FN lab-II. The old racks with nets doors were revamped with laminates. Pipeline gas (LPG & Indian Gas) connection, 27 single stoves/burners (custom made) from Indian Gas, 27 twin burners (Prestige make) for LPG gas, 8 new commercial LPG cylinders were installed in the laboratories. Four wooden trolleys were also provided.

- b) **Research Laboratory:** A small lab for research purpose was set-up with counter tops, a sink and some storage space.
- c) **Chemistry Laboratory:** One counter top was broken to accommodate new equipments (Lamilar Flow Machine and BOD Incubator) and two sinks on the old research counter were removed to relocate the physical balances.
- d) **Instrumentation Centre:** Tiles was fixed over the sink.
- e) **Store Room:** Cemented countertops of the store room on 1st floor were broken down to make more space for storage.
- f) **Extension of LRC-main campus:** *Refer to Section-10, part-A of the AQAR.* The old journal cabinets were repaired and the room was white washed. 24 new plastic (red coloured) chairs were provided. The old internet zone was also modified accordingly.
- g) **Computer Laboratory & WIFI facility:** Classroom no. 408 was converted into the computer lab after merging it with room no. 406 and the computer tables along with the computers from the previous computer lab on the 3rd floor (now converted into extended portion of the LRC) was transferred to this new location.
WIFI cables and roosters were installed to make the campus WIFI enabled. The server was placed in the newly constructed computer lab on the 4th floor.
- h) **Staffroom:** Restrooms inside the staff room on the 2nd floor were revamped with tiled flooring and new sanitary fittings.
- i) **Principal's office:** The restroom inside the Principal's office was renovated with tiled floors and new sanitary fittings. A portion of the restroom was merged with the strong room which also got a facelift in the form of tiled flooring.
- j) **Purchase of Equipments:** Instruments and equipments were purchased from UGC grant and college fund as follows:
 - UGC Funded - 4,29,368
 - College Funded - 33,99,370

The list of instruments and equipments purchased from UGC grant and college fund is mentioned in ANNEXURE-II

k) New Furniture.

- 150 classroom chairs were provided for room nos. 208, 209 and 212 on the 2nd floor of the main campus.
- The old drawing tables at the drawing studio were replaced by 24 newly designed drawing tables.
- 22 armless chairs were provided at the newly constructed CAD studio.
- 24 bar stools with hydrolic system were purchase for the instrumentation lab.
- 12 plastic chairs, 6 armless chairs and 2 revolving chairs were added to the LRC of the main campus
- The Food & Nutrition Lab-I and Lab-II were completely revamped with 26 nos work stations for each student furnished with new burners. Two long granite topped tables and four wooden trolleys were provided. In addition a lot of storage space was added.
- One ladder was purchase for the LRC-main campus

26. Technology upgradation.

- a) LRC at both the campuses were upgraded with LIBSYS software and on-line public access catalogue (OPAC) was installed.
- b) The main campus of the institute was upgraded with WIFI facility across the entire campus so as to enable the students to work on their projects and benefit from online classroom teaching.
- c) 6 nos. DLP projectors were purchased and installed in the classrooms at the main campus to enable computer aided teaching-learning.
- d) 6 nos. additional computer sets with accessories were purchased at the main campus.

27. Computer and internet access and training to teachers and students.

- a) All the students and faculty members have access to internet as the campus is WIFI enabled.
- b) M/s Power Enterprise conducted TALLY 9.0 classes for the 150 BBA 4th semester students during February 2011 to June 2011 and awarded them with participation certificates.
- c) Training of LRC staff – *refer to Section-6, Part-B of the AQAR.*
- d) Add-on course in Digital Design by ARENA Animation – *refer to Section-3(a), Part-B of the AQAR.*

- e) Ms. Manushi Tiwari, Asst. Prof. - Dept. of Textile Sciences, Clothing & Fashion Studies completed certificate courses of two months each in Corel Draw and Photoshop from Brainware, Kolkata from November 2010 to January 2011.

28. Financial aid to students.

- a) Financial assistance in the form of freship (waiver of tuition fee) was given to the following students during this session 2010-2011.

Sl. No	Student	Department & Class
1	Ms. Resham Bura	1 st year, Dept. of Commerce
2	Ms. Pubalina Samanta	1 st year, Dept. of Textile Science Clothing & Fashion Studies
3	Ms. Resham Bura	2 nd year, Dept. of Commerce
4	Ms. Pubalina Samanta	2 nd year, Dept. of Textile Science Clothing & Fashion Studies
5	Ms. Daksha Jalan	3 rd year, Dept. of Home Science

- b) Financial assistance was given to Ms. Swati Gupta - *refer to Section-25(a), Part-A of the AQAR.*

29. Support from the Alumni Association and its activities.

The Alumni Association of JDBI organized an exhibition-cum-sale - '*Caritus: An endeavor to encourage the underprivileged*' at the main campus on 3rd and 4th February 2011. Thirty three stalls selling garments, cosmetics, chocolate, greeting cards & mementoes, glass painting, etc were put up by the members of the association.

30. Support from the Parent-Teacher Association and its Activities.

Although formally, there is no such association, in case of any emergency parents are informed about their wards and they can also take appointments with the Principal to discuss matters pertaining to their wards.

31. Health services.

- a) Free eye and dental check-up camps was organized - *refer Section-24(b), Part-A of the AQAR.*
- b) A workshop on '*Stress Management*' was organized for the faculty members - *refer Section-24 (c), Part-A of the AQAR.*
- c) A number of guest lectures related to several health issues were organized - *refer Section-7, Part-B of the AQAR.*

32. Performance in sports activities.

- a) Swati Gupta (name changed to Ryena Gupta), 1st year B.Com student won the bronze medal in Karate at the Professional Champion of Champions 2011 held from 11th March to 13th March 2011 at New Delhi.
- b) Swati Gupta (name changed to Ryena Gupta), 2nd year B.Com student won the bronze medal in the 34th National Games in Jharkhand and was awarded a cash prize of Rs. 25,000/- by the Sports Ministry of West Bengal at a ceremony held at Netaji Indoor Stadium on 19th June 2011.
- c) Ms. Zaara Shahnawaz, 2nd year B.Com student represented Jadavpur University in the Inter-University National Rowing Competition 2011 held during the 3rd week of March 2011.
- d) Ms. Avni Mooljee, 2nd year student from the Dept. of Commerce participated at the Indo-Mauritius Exchange Programme (Duke of Edenburg Award Scheme) on 6th to 9th April and 11th to 14th April 2011.

33. Incentives to outstanding sportspersons.

- a) Financial aid to students - *refer Section-25(a), Part-A of the AQAR.*
- b) Felicitation of students - *refer to Section-25(b), Part-A of the AQAR.*

34. Student achievements and awards.

- a) Neha Golcha, M.Sc final year student - Dept. of Home Science (Resource Management section) was awarded 'Student of the year 2011' by Association of Architect, Builders, Interior Designers and Allied Business (ABID) on 26th March 2011.
- b) Bronze medal by Swati Gupta and participation by Avni Mooljee in Indo-Mauritius Exchange Programme – *refer to Section 32(a) and 32(d), Part-B of the AQAR.*
- c) Students participated in various inter-college fests and won the following awards as mentioned in ANNEXURE-III.
- d) Ms. Debasmita Choudhury, 2nd year B.Com student, was awarded the best speaker at the annual inter-departmental debate competition on 'Peer pressure is detrimental to progress' organized by the Institute on 15th March 2011 at the main campus.
- e) The list of award winners for indoor and outdoor sports organized by the institute during session 2010-2011 is listed in ANNEXURE-IV.
- f) Jadavpur University recognizes the meritorious students and the student scoring highest marks at the under-graduate and post-graduate courses of each department

are awarded a gold medal on Convocation Day held at the University premises. The list of students who got gold medals for the session 2009-2010 is given below:

- Under-graduate Dept. of Home Science: Ms. Satorupa Das (specialization in Human Development)
 - Under-graduate Dept. of Commerce: Ms. Vrinda Dugar
 - Under-graduate Dept. of Management: Mr. Gaurav Poddar
 - Post-graduate Department of Home Science: Ms. Simmi Gupta (specialization in Human Development)
 - PG-Diploma in Dietetics & Applied Nutrition: Ms. Damanjeet Kaur
- h) The Management of the Institute awards the final year students from Depts. of Science and Commerce who secure highest marks at the university examination in all the 6 semesters for the undergraduate courses and 4 semesters for post-graduate courses (taken as aggregate). Students securing the highest marks in the university examination at the end of the 1st year and 2nd year (taking the marks of both semester-I & semester-II as aggregate) of each B.Sc./B.Com/M.Sc. course are also awarded by the management. The final semester student undertaking post-graduate diploma in Dietetics & Applied Nutrition and securing the highest marks in both the semesters (aggregate) at the final university examination is also awarded by the university. The list of these meritorious students who were awarded for their performance during session 2009-2010 is given in ANNEXURE-V

35. Activities of the Guidance and Counselling Cell.

- a) Mrs. A. Chirimar was appointed as the counsellor from 1st March 2011 and since then has conducted several orientation sessions with various groups of students to sensitize them regarding the benefits of counselling.
- b) Students from Dept. of Management were counseled in relation to problems like exam phobia, stress, anxiety and communication by Ms. Minu Budhia, the appointed counsellor.
- c) A career counselling session was held at Loreto Day School, Bow Bazaar on 26th October 2010 to sensitize the students on the courses offered by JDDBI. The one hour session included a power point presentation on various under-graduate courses offered by the Institute.

36. Placement services provided to students.

Final year students of the Depts. of Science undergo one month internship/vocational training where they get an opportunity to work in real life situations. Depending on their

performance and ability to adjust to the working environment, many students get employed with the organization where they undergo training. Students recruited during academic session 2010-2011 is mentioned in ANNEXURE-VI

37. Development programmes for non-teaching staff.

- a) Six administrative staff from the main campus undertook a picnic on 17th December 2010 to Bharat Scout Camp, Ganganagar accompanied by the administrative staff members from JDBI (satellite campus).
- b) 10 Group-D staff members from the main campus went for a picnic to Digha on 5th & 6th March 2011.
- c) Health Awareness – *Refer to Section-24(a) & 24(c), Part-A of the AQAR.*
- d) Health Camps - *Refer to Section 24(b), Part-A of the AQAR.*

38. Best practices of the institution.

• **RELATED TO COLLEGE INFRASTRUCTURE**

- a) The college maintains and provides a clean and hygienic environment.
- b) Prevention is better than cure - maintaining this philosophy, regular fire drill and training in using the fire fighting equipments are conducted.
- c) The Institute has trained security personnel manning the entrance to provide safe and secure environment to all its stakeholders.
- d) Each of the 14 classrooms at the main campus and 5 classrooms at the satellite campus is equipped with a LCD-projector and air-conditioner.
- e) The entire main campus is WI-FI enabled.
- f) The campus is successfully being maintained as a 'no smoking zone'.

• **RELATED TO ACADEMICS**

- a) Environmental Studies is an important subject and has been included as a compulsory paper in the curriculum of all the courses offered by the institute.
- b) The college encourages students and faculty members to undertake long distance field visits and pleasure trips/excursions for acquiring hands-on experience to real life learning.
- c) The students from Depts. of Science and Commerce undertake a 10-week Personality Development & Soft Skills Training Programme.
- d) Bridge and remedial classes are arranged as per the requirements of the students to enable them to overcome their shortcomings in a particular subject.

- e) In order to instill good reading habits, students as well as faculty are allowed to recommend books of their choice and needs to be purchased by the LRC-main campus of the institute.

- **RELATED TO STUDENT'S MATTERS**

- a) The college has been successful in maintaining its status as a '*ragging free campus*' over the years. With sincere efforts made by teachers and counsellor, students from all walks of life are made to bond with one another. Till date no incident of ragging, even a minor one has been reported.
- b) The institute considers the opinion of students in important matters through a duly elected student's council body.
- c) Student's grievances are resolved and students can either put their grievance letters anonymously into the grievance box checked by the Principal/Director or meet with her/him directly.
- d) In order to offer wider transparency, it is mandatory for all examiners to show the answer sheets of internal examination to the students.
- e) The college also encourages co-curricular and extra-curricular activities for the all round development of the students by organizing a host of the same.
- f) For the benefit of the students, their class attendance is displayed on the notice board by the 4th day of every month.

- **RELATED TO FACULTY & STAFF**

- a) Regular meetings are convened where all members interact and their opinions are sought on all important matters/issues.
- b) Each full-time faculty member has been provided with a workstation equipped with a computer having full-time internet connectivity.
- c) A formal feedback on the teacher's performance is collected from students every semester and given to the teachers for taking necessary action for improvement. Self appraisal has also been introduced.
- d) The management of the college appreciates the efforts of teachers by awarding them every year on the occasion of teacher's day on the basis of their performance as reflected by the students and management feedback and for publishing research papers in reputed journals.
- e) In order to enhance peer interaction, faculty members are encouraged to deliver lectures as guest faculty at other institutes.
- f) Sporting and other activities are organized for faculty and Group-D staff.

- **RELATED TO ADMINISTRATIVE MATTERS**

- An academic calendar is prepared for every academic session on a semester-wise basis and given in advance to all concerned. Although efforts are then made to follow it, there is provision to make adjustments as per emergency and unforeseen requirements.

39. Linkages developed with national / international, academic / research bodies.

None.

40. Any other relevant information.

- During the recent re-accreditation procedure in 2010, the NAAC peer team awarded the Institute with 'A' (CGPA of 3.11), the highest possible grade, highlighting the Institute's constant quest for self-improvement and excellence.

GRADES RECEIVED BY NAAC		
Criteria	Total Marks	CGPA
1. Curricular Aspects	50	3.50
2. Teaching Learning & Evaluation	450	3.50
3. Research, Consultancy and Extension	100	2.30
4. Infrastructure and Learning	100	2.90
5. Student Support and Progression	100	3.00
6. Governance and Leadership	150	2.60
7. Innovative Practices	50	2.90
1000		
INSTITUTIONAL SCORE		3.11 (A Grade)

- Prof. Asit Datta was appointed Director, Dept. of Management, J. D. Birla Institute on 1st November 2010.
- A large number of students of the institute are pursuing higher studies as per the list enclosed (ANNEXURE-VII).

PART C

PART C

Detail the plans of the institution for the next year

1. A placement cell will be created that would assist and guide students to get placed.
2. A career counseling session would be organized for the students.
3. The website of the Institute would be revamped and redesigned and institute is contemplating on implementing an online process for admission.
4. Opportunities for more interaction with experts from other related colleges would be provided to discuss progress of students and their work. Faculty exchange programmes are under consideration with other colleges in the country.
5. More industry-academic linkage would be facilitated. Also collaboration with academic institutes and organizations (national and international) for enhancement of skills and knowledge quotient would be undertaken.
6. More lectures and seminars on important and current issues/topics from eminent personalities would be organized for students and staff.
7. A workshop that would facilitate better parent-teacher communication will be organized to foster a better understanding of students.
8. More number of faculty members will be encouraged to pursue higher education and participate in seminars and conferences as resource persons.
9. The activities of Helping Hands would be enhanced and community and extension services would be strengthened by the Institute by undertaking projects in collaboration with organizations.
10. Activities of the Alumni Association would be improved.
11. More subject and course related field visits will be organized for students to get hands-on experience.
12. An anti-sexual harassment cell would be established.
13. Students will be motivated and encouraged to academically perform well and regularly attend college by awarding them for their efforts made.
14. Students would be encouraged to participate in inter college fests.
15. Fire fighting system in the campus would be upgraded as per the report from the expert and students and staff would be trained to combat fire at time of emergency.
16. Departmental notice would be put-up to display information related to the department. Separate notice boards would be put-up to display examination results, attendance records, etc.
17. Further expansion of infrastructure maybe taken up subject to approval by the local authority.

CHAIRPERSON & COORDINATOR

The Institute plans to fulfill the unrealized goals of the previous year, strengthen the already existing ones.

Achatterjee
18.05.2012

Dr. (Mrs.) Annalakshmi Chatterjee

Name & Signature of the Coordinator, IQAC

Singhee
18.5.12

Dr. (Ms.) Deepali Singhee

Name & Signature of the Chairperson, IQAC

Name of the Head of the Institution : Dr. (Ms) Deepali Singhee
Ph. No. (Off) : Off: 033 2475-5070 / 2486-3527
Ph. No. (Resi) : 033-22852008
Mobile : 9331040390
E-mail : deepalisinghee@yahoo.com

Name of the IQAC Coordinator : Dr. (Mrs.) Annalakshmi Chatterjee
Ph. No. (Off) : 033-2475-5070
Ph. No. (Resi) : 033-2358-3241
Mobile : 9830187601
E-mail : annalakiicb@yahoo.co.in

ANNEXTURE

ANNEXURE-I

Faculty members recruited during June 2010 to June 2011

Sl. No	Name of the Faculty	Department	Qualification
FULL-TIME FACULTY MEMBER (ON PROBATION)			
1	Mrs. Ambika Arora	Food Science & Nutrition Management	M.Sc (Microbiology) & CSIR-NET & JRF
2	Mrs. Roshmi Banerjee	Interior Designing	M.Arch & GATE
3	Ms. Sreyasi Chatterjee	Human Development	MA (Sociology) & UGC-NET & JRF
4	MS. Geetika Sachdeva	Human Development	M.Sc (Human Development), Post-graduate Diploma (School Psychology) & UGC-NET
5	Mrs. Atreyee Pal	Home Science	M.Sc (Economics) & SLET
6	Mrs. Nibedita Roy	Commerce	M.Phil, M.Com (Accounts), CA (Inter) & SLET
7	Mrs. Saheli Ghosh Banerjee	Commerce	M.Phil, M.Com (Accounts) & UGC-JRF -NET
FULL-TIME FACULTY MEMBER (ON CONTACT)			
1	Ms. Ahalya Pai	Food Science & Nutrition Management	M.Sc (Food Processing Nutrition Science)
2	Ms. Alifiya Nomanbhoy	Food Science & Nutrition Management	M.Sc (Food Processing Nutrition Science) & M.Sc (Dietetics & Food Science Management)
3	Ms. Pratyasha Agarwal	Food Science & Nutrition Management	M.Sc (Food & Nutrition)
4	Mrs. Sohini Acharya	Human Development	M.Sc (Human Development), PGPD (Mentally Challenged Students) & B.Ed
5	Ms. Geetika Sachdeva	Human Development	M.Sc (Human Development) PG Diploma in School Psychology & UGC-NET
6	Mrs. Smita Parekh,	Home Science	M.Sc (Composite Home Science)
7	Mrs. Aditi Mukherjee	Home Science	MA (Eng), B.Ed & UGC-NET
8	Mrs. Chaitali Mukherjee	Home Science	MCA & 3 year Diploma in Specialist in Multimedia
9	Mrs. Monalisa Mondal	Commerce	M.Sc (Mathematics & Computing) & UGC-NET
10	Mrs. Ranita Ganguly	Commerce	MCA
11	Ms. Saheli Bhattacharya	Commerce	M.Com, CS (Intermediate)
12	Ms. Sangeeta Nath	Commerce	M.Sc (Mathematics)
13	Ms. Sreetama De	Commerce	M.Com (Accounts), M.Phil & B.Ed
14	Mrs. Sumana Bysakh	Commerce	M.Com (Finance)
15	Ms. Purbita Jana	Commerce	M.Sc (Mathematics) & 1 year Logic Course from Amsterdam University
PART-TIME FACULTY MEMBERS			
1	Mr. Swarup Saha	Food Science & Nutrition Management	MBA (HR), B.Sc (Hotel & Hospitality Administration), Diploma in Hotel Management
2	Mr. Debjyoti Kundu	Textile science, Clothing & Fashion Studies	B.Com (Hons.) & 2 years Advanced Diploma in Textile Designing
3	Mr. Abhinab Ghosh	Textile science, Clothing & Fashion Studies	M.Com
4	Ms. Madhu Manocha	Textile science, Clothing & Fashion Studies	M.Sc (Textile & Clothing) & B.Ed
5	Ms. Malancha Roy	Textile science, Clothing & Fashion Studies	M.Sc (Zoology), M.Phil (Envs) & B.Ed
6	Mrs. Payel Chakraborty	Interior Designing	BE (Architect)
7	Ms. Runa Dasgupta Goswami	Interior Designing	M.Arch (Urban Design) & GATE
8	Mr. Dhruva Sarkar	Interior Designing	M.Arch & GATE
9	Ms. Bithi Ahiri	Human Development	MA (Psychology)
10	Ms. Jhelum Podder	Human Development	M.Sc (Psychology)
11	Dr. Gita Zutshi	Home Science	MBBS
12	Ms. Anjali Basu	Home Science	M.Sc (Physiology)
13	Mr. Sourav Ghosh	Home Science	B.Sc (Physics)
14	Ms. Sumana Ghosh	Home Science	M.Sc (Org sp) & Diploma in Industrial Pollution & Control
15	Ms. Ahana Banerjee	Commerce	M.Com (Finance & Accounting)

Annexure-I Cont...

Faculty members recruited during June 2010 to June 2011

GUEST FACULTY / VISITING FACULTY MEMBER			
1	Ms. Sarbani Goswami	Human Development	MA (International Relations)
2	Prof. (Dr.) Ashis Kumar Samanta	Textile science, Clothing & Fashion Studies	FIV, FIE, FIC, DPM, DMSM, PhD (Tech), M.Tech, DJT. B.Sc (Hons.)
3	Dr. Swapam Kumar Ghosh	Textile science, Clothing & Fashion Studies	PhD., M.Sc (Tech), B.Tech., DJT, B.Sc.
4	Prof. (Dr.) Sadhan Chandra Roy	Textile science, Clothing & Fashion Studies	MIE, PhD. (IIT Delhi), M.Tech (IIT Delhi) and B.Sc (Hons.)
NON-TEACHING STAFF (ON PROBATION)			
1	Ms. Althea Marian Baral	Office Assistant	BA (Eng) & Diploma in Travel & Tourism
2	Mrs. Devjani Mukherjee	Examination Officer	BA (Eng)
NON-TEACHING STAFF (ON CONTRACT)			
1	Ms. Rana Shams	PR-cum Placement Officer	MBA (HR), B.Sc (Food & Nutrition)
2	Ms. Sinthia Ghosh	Laboratory Assistant	B.Sc (Bio-Science)
3	Mrs. Sohini Modhak	Laboratory Assistant	B.Sc (Zoology) & Completed Arena Animation Academy Specialist Programme
4	Ms. Tanima Majumder	Assistant to the Librarian	5 years Diploma in Fine Arts
5	Ms. Jayshree Shah	PA to the Chief Administrator	BA (Psychology)
6	Mrs. Manjusha Ghosh	Assistant Librarian	MA (Psychology) & MLISC
7	Mrs. Papri Rosey Gomes	Nurse	GNM (WBEC)

ANNEXURE-II

The list of instruments and equipments purchased from UGC grant and college fund

UGC Funded		
1	Hitachi Microprocessor Controlled Double Beam PC Controlled UV-Visible Spectrophotometer.	3,28,500
2	Lab-drying Machine (1 no.)	40,000
3	Samsung Refrigerator (2 nos)	57,000
4	Sunglome OTG Ovens (2 nos)	14,800
	Less: Amount incurred by College	10,932
	TOTAL	4,29,368
College Funded		
1	Gold Tech Digital Weighing Balance with acrylic covers (2 nos.) Blue Wool Standards (1 set)	37,894
2	Micro-centrifuge (1 no.), Magnetic Stirrer (1 no.) & Magnetic Bars (6 nos.) & Retrifer (1 no.)	27,768
3	Progressive Scientific Applications (HD Lab)	67,280
4	Water-bath with Vortex Shaker (1 no.)	11,138
5	TIMC BOD incubator-cum-shaker (1 no.)	70,250
6	Electrophoresis, Biotech Power Pack, Biotech Make Gel, Visual Trans-illuminator, Double Distillation Apparatus & Laminar Air Flow (1 each)	1,25,200
7	Lab Dyer, Faby Count, Lab Shaker & Mec Drape etc	3,55,000
8	C-24 BL Cooling Centrifuge (1 no.) & 6 X 50 ml Rotor Head (1no.)	1,20,955
9	Female half dummy US-8 (S-34.5") with four wheel stand (12 nos.)	49,612
10	Gas Stove (Prestige make) (27 nos.)	43,632
11	Calcutta Gas Burner (27 nos)	44,850
12	Female half dummy US-8 (S-34.5") with four wheel stand (12 nos.)	49,612
13	DLP Projectors (6 nos.)	3,44,925
14	DLP Projectors (6 nos.)	1,65,443.00
14	Computer sets with accessories (6 nos)	39,104.00
15	UPS (16 nos.)	7,945.00
16	CCTV Cameras (2 nos.)	7,800
17	Motorola LS1203 laser scanner (barcode) (2 nos.)	7,800
17	Motorola LS1203 laser scanner (barcode) (2 nos.)	12,470
18	Epson LQ 50 dot matrix printer (1 no.)	3,84,884.00
19	Softwares (Eddy Accounting Software, renewal of FAACT solutions software and TALLY ERP 9 Software and license fee for implementing LIBSYS software)	14,33,608.00
20	WIFI installation (Hi Tech Systems)	14,33,608.00
	TOTAL	33,99,370.00

ANNEXURE-III

Participation of students in inter-college fests

Event	Participants	Position
“UMANG”, an annual inter-college cultural festival, organized by the Bhawanipur Education Society College from 5th to 8th December 2010 at Kolkata.		
Hat Making	Shaheen Sultana, Nazia Shahid - 1 st year, B.Com.	2 nd
Graphic Novel	Vidhi Agarwal -3 rd year, B.Com. and Kritika Agarwal - 1 st year B.Sc. (Human Development)	3 rd
Haunted House	Ashmita Kothari - 2 nd year, B.Com. and Nidhi Goel - 2 nd year B.Sc. (Textile Science, Clothing & Fashion Studies)	3 rd
Xavotsav-2011, an inter college fest organized by St. Xavier's College - 22nd to 24th January 2011 – OVERALL 3rd POSITION		
Zevar (Jewellery Designing)	Saniya Garg - 1 st year B.Com.	1 st
Xatire (Street Play)	Benaseer Sarfaraz, Oindrila Mitra, Komal Agarwal, Ayushi Agarwal, Khushali Kamdar, Uma Agarwal, Garima Deosaria, Aashita Agarwal & Divya Mohta - 1 st year B.Com.	2 nd
Bloom & Blossom (Flower Arrangement)	Aditi Khanna & Shruti Dosi - 3 rd year B.Sc. (Home Science)	2 nd
Billboard Painting	Ashmita Kothari - 2 nd year B.Com and Neha Bararia - 2 nd year B.Sc. (Home Science)	3 rd
Rampage (Ethnic Wear)	Priyanka Samsuka, Vaishali Jain, Sweta Sharma, Vinita Agarwal, Jyoti Jain, Shiksha Jain, Disha Desai, Richa Modi & Neeti Chopra - 1 st & 3 rd year B.Com.	3 rd
Photography	Richa Tiwari - 1 st year B.Sc. (Human Development)	

ANNEXURE-IV

Award winners for indoor and outdoor sports during session 2010-2011

Events	1 st POSITION	2 nd POSITION	3 rd POSITION
INDOOR EVENTS			
Carrom	Shaiqa Shamim - 2 nd year B.Sc. (Human Development)	Sneha Saraogi - 3 rd year B.Com.	Nikita Kejriwal - 1 st year B.Sc. (Home Science)
Chess	Sanskriti Bhartiya - 3 rd year B.Com.	Ritika Parekh - 3 rd year B.Sc. (Food Science & Nutrition Management)	Anisha Agarwal - 1 st year B.Com.
Badminton-singles	Chahna Daulatramani - 1 st year B.Com.	Akshita Shukla - 2 nd year Human Development	-
Badminton-doubles	Chahna Daulatramani & Reshmi Bohra - 1 st year B.Com.	Nikita Bansal - 2 nd year M.Sc. in Home Science (Food & Nutrition section) & Amrita Beriwal - PG Diploma in Dietetics & Applied Nutrition	-
Track Events			
100 mts Flat Race	Avipsha Nag - 2 nd year B.Com.	Nikita Lath - 2 nd year B.Com.	Karishma Mehta - 1 st year B.Sc. (Interior Designing)
400 mts Relay	Anubha Damani, Kaishma Mehta, Vidhi Basotia & Divya Shaw - Depts. of Science	Avipsha Nag, Nazia Shahid, Shaleen & Sakshi Jain - Dept. of Commerce	-
Balancing Race	Rabia Tabassum - 1 st year B.Sc. (Interior Designing)	Chandni Jhawar - 2 nd year B.Com.	Aratrika Bhagat - 2 nd year B.Sc. (Interior Designing)
Memory Race	Rashmi Lath - 2 nd year B.Com.	Ruchika Saraf - 3 rd year B.Com.	Richa Tiwari - 1 st year B.Sc. (Human Development)
Tug-o-war	Ruchi Kedia, Vedika Jaiswal, Nikita Satnalika, Alisa Wong, Aditi Khanna, Aratrika Bhagat & Nikita Surana - Depts. of Science	Ruchika Saraf, Rashmi Lath, Urvasi Gupta, Pragati Khemka, Disha Mooljee, Kanupriya Keshan, Sneha Saraogi & Shreya Kar - Dept. of Commerce	-

ANNEXURE-V

Meritorious students who were awarded for their performance in session 2009-2010

Department of Sciences	
Best performance in 1 st year B.Sc in Home Science (1 st & 2 nd Semester)	Ms. Manisha Chhajer
Best performance in 1 st year B.Sc. in Human Development (1 st & 2 nd Semester)	Ms. Megha Mussadi
Best performance in 1 st year B.Sc. in Interior Designing (1 st & 2 nd Semester)	Ms. Abha Ladia
Best performance in 1 st year B.Sc. in Food Science & Nutrition Management (1 st & 2 nd Semester)	Ms. Debalina Kundu
Best performance in 1 st year B.Sc. in Textile Science, Clothing & Fashion Studies (1 st & 2 nd Semester)	Ms. Ruhina Reaz
Best performance in Inter B.Sc. in Home Science (Old Syllabus) (3 rd & 4 th Semester)	Ms. Samraggi Saha Choudhury
Best performance in Final year B.Sc. in Human Development (5 th & 6 th Semester)	Ms. Satorupa Das
Best performance in Final year B.Sc. in Interior Designing (5 th & 6 th Semester)	Ms. Neetika Dassani
Best performance in Final year B.Sc. in Food Science & Nutrition Management (5 th & 6 th Semester)	Ms. Sukhpreet Kaur
Best performance in Final year B.Sc. in Textile Science, Clothing & Fashion Studies (5 th & 6 th Semester)	Ms. Isha Jajodia
Best performance in Post-graduate Diploma in Dietetics & Applied Nutrition (1 st & 2 nd Semester)	Ms. Damanjeet Kaur
Best performance in 1 st year M.Sc. in Home Science (with specialization in Human Development) (1 st & 2 nd Semester)	Ms. Tulika Agarwal
Best performance in 1 st year M.Sc. in Home Science (with specialization in. Food & Nutrition) (1 st & 2 nd Semester)	Ms. Nikita Bansal
Best performance in 1 st year M.Sc. in Home Science (with specialization in Resource Management) (1 st & 2 nd Semester)	Ms. Pragati Goel
Best performance in 1 st year M.Sc. in Home Science (with specialization in Textile & Clothing) (1 st & 2 nd Semester)	Ms. Saadgi Chowdhury
Best performance in 2 nd year M.Sc. in Home Science (with specialization in Human Development) (3 rd & 4 th Semester)	Ms. Simmi Gupta
Department of Commerce	
Best performance in 1 st year B.Com (1 st & 2 nd Semester)	Ms. V. Kavitha
Best performance in 2 nd year B.Com (3 rd & 4 th Semester)	Ms. Kritika Agarwal
Best performance in 3 rd year B.Com (5 th & 6 th Semester)	Ms. Vrinda Dugra
	Ms. Shruti Agarwal

ANNEXURE-VI

Students recruited during academic session 2010-2011

Sl. No.	Section under Dept. of Science	Name of Student	Recruiting Organization	Designation
1	Food & Nutrition	Sneha Rout	Rabindranath Tagore International Institute of Cardiac Sciences	Dietitian
2		Richa Garodia	Bhagirathi Neotia Hospital	Dietitian
3	Textiles & Clothing	Neha Jajodia	Self employed	Designer
4		Saakshi Singh	Self employed	Designer
5		Sana Ishtiaque	Diwan's Heritage	Saree Designer
6	Resource Management	Neha Bhagnani	Self employed	Interior Designer
7		Akanksha Mittal	Axiom Pvt. Ltd.	Interior Designer
8		Kanchan Kapoor	NIIT University	Office Coordinator
9		Garima Bagaria	Spaces & Design	Interior Designer
10		Priyal Bakiliwal	Rupande Shah & Associates	Interior Designer
11		Shikha Lodha	A Square Designs	Interior Designer
12		Mita Sikder	Classic Interiors	Interior Designer
13	Human Development	Mona Gandhi	Tree House	Preschool teacher
14		Basundhara Das	Classic Integrated Solutions	Marketing & Operational Manager

ANNEXURE-VII
Students pursuing higher studies

Sl. No.	Name of Student	Degree Pursuing	Name of the Institute
DEPARTMENTS OF HOME SCIENCE			
1	Niharika Nahata	M.Sc. Food & Nutrition	SNDT University
2	J. lalanunziri	M.Sc. Clinical Nutrition	Bharatiyar Univeristy
3	Remlalfaki	M.Sc. Clinical Nutrition	Bharatiyar Univeristy
4	Anindita Kar	M.Sc. Public Health & Hygiene	All India Institute of Hygiene & Public Health
5	Sukhpreet Kaur	M.Sc. Home Science (Food & Nutrition)	J. D. Birla Institute, Jadavpur University
6	Smriti Poddar		
7	Manila Banthia		
8	Riddhi Jain		
9	Aditi Khanna		
10	Samraggi Saha Chaudhuri		
11	Tannistha Pathak		
12	Mayuri Sen		
13	Chitrapita Saha		
14	Shruti Agarwal		
15	Avishikta Dhar	Post Graduate Diploma in Dietetics & Applied Nutrition	J. D. Birla Institute, Jadavpur University
16	Ayesha Salim		
17	Bhumika Yagnik		
18	Binita Biswas		
19	Kriti Agarwal		
20	Raiha Abher		
21	Ritika Parekh		
22	Sukanya Dey	Diploma in Fashion Designing	Youth Centre
23	Vruti Rupani		
24	Monika Dhanuka		
25	Dipika Sethia	Diploma in Interior Designing	Exterior-Interior
26	Sabiha Nazam	Diploma in Interior Designing	Exterior-Interior
27	Kayenat Khan	M.Sc. Home Science (Human Development)	J. D. Birla Institute, Jadavpur University
28	Mahnaaz Siddiqi		
29	Pooja Jain		
30	Kankana Roy		
31	Sripriya V	Diploma in Psychological Counselling & Psychotherapy and M. Sc Psychology	Psychogenesis Research Institute & University of Madras
32	Bulbul Sethia	Jewellery Designing	Sawant Sukha Insitute
DEPARTMENT OF COMMERCE			
1	Ms. Astha Jhunjunwala	CS	ICSI
2	Ms. Shreya Agarwal	CA (Final)	ICAI
3	Ms. Paridhi Bagaria	CS	ICSI
4	Ms. Meenakshi Pachisia	CS, CA (Final)	ICAI, ICSI
5	Ms. Sudeshna Bhaumik	CS, CA (Final)	ICAI, ICSI
6	Ms. Sanskriti Bhartiya	CS	ICSI
7	Ms. Shruti Pansari	CA (Final)	ICAI
8	Ms. Saloni Sanghai	CS	ICSI
9	Ms. Purvi Thacker	CA (Final)	ICAI
10	Ms. Amrita Daga	CS	ICSI
11	Ms. Deeposhree Saha	CS	ICSI
12	Ms. Ekta Goel	CA (Final)	ICAI
13	Ms. Prite Dhanuka	CA (Final)	ICAI
14	Ms. Kanchan Mangotiya	CA (Final)	ICAI
15	Ms. Nikita Singhania	CA (Final)	ICAI
16	Ms. Aditi Jain	CS	ICSI
17	Ms. Meghna Baheti	CA (Final)	ICAI
18	Ms. Kanya Sonthalia	CS	ICSI
19	Ms. Jyoti Ojha	CS	ICSI
20	Ms. Ankita Bhutra	CA (Final)	ICAI

Annexure-VI Cont....

Students pursuing higher studies

Sl. No.	Name of Student	Degree Pursuing	Name of the Institute
DEPARTMENT OF COMMERCE			
21	Ms. Sonam Oswal	CA (Inter)	ICAI
22	Ms. Nikita Bajaj	CS	ICSI
23	Ms. Dipti Jain	CS	ICSI
24	Ms. Nancy Agarwal	CS	ICSI
25	Ms. Rima Pandey	CS	ICSI
26	Ms. Ruchika Saraf	CA (Final)	ICAI
27	Ms. Princi Mundhra	CS	ICSI
28	Ms. Ankita Pugalia	CA (Final)	ICAI
29	Ms. Nidhi Palriwal	CA (Final), CS	ICAI, ICSI
30	Ms. Raksha Mussaddi	CA (CPT)	ICAI
31	Ms. Isha Agarwal	CA (Final)	ICAI
32	Ms. Nikita Fatehpuria	CA (Final)	ICAI
33	Ms. Nandini Agarwal	CS	ICSI
34	Ms. Jyoti Agarwal	CA (Final)	ICAI
35	Ms. Namrata Shroff	CA (Final)	ICAI
36	Ms. Pragya Singhi	CS	ICSI
37	Ms. Harsha Narsaria	CA (Final)	ICAI
38	Ms. Pragati Khemka	CA (Final)	ICAI
39	Ms. Vinita Pandey	CS	ICSI
40	Ms. Ankita Jhunhunwala	CA (Final)	ICAI
41	Ms. Yamini Khemka	CS	ICSI
42	Ms. Madhu Jaiswal	CS	ICSI
43	Ms. Shradha Jain	CS, CA (Final)	ICSI, ICAI
44	Ms. Priyanka Agrawal	CA (Final)	ICAI
45	Ms. Ekta Punjabi	CA (Final)	ICAI
46	Ms. Khusboo Suhasaria	CA (Final)	ICAI
47	Ms. Neha Agarwal	CS	ICSI
48	Ms. Shilpa Agarwal	CA (Final)	ICAI
49	Ms. Pooja Sureka	CS, CA (Final)	ICSI, ICAI
50	Ms. Sweety Kedia	CS, CA (Final)	ICSI, ICAI
51	Ms. Kanu Priya Kesan	CA (Final)	ICAI
52	Ms. Radhika Agarwal	CA (Final)	ICAI
53	Ms. Vandita Maheshwari	CA (Final)	ICAI
54	Ms. Aishwarya Rathi	CS	ICSI
55	Ms. Kritika Tibrewal	CA (Final)	ICAI
56	Ms. Prashika Saraf	CA (Final)	ICAI
57	Ms. Shreya Kar	CS	ICSI
58	Ms. Divya Shukla	CA (Final)	ICAI
59	Ms. Priyanka Chhawchharia	CA (Final)	ICAI
60	Ms. Shreya Agarwal	CA (Final)	ICAI
61	Ms. Priyanka Modi	CS	ICSI
62	Ms. Varsha Sonthalia	CS	ICSI
63	Ms. Swati Goyal	CS	ICSI
64	Ms. Kirti Surana	CA (Inter)	ICAI
65	Ms. Manjari Mohta	CA (Final)	ICAI
66	Ms. Neha Agarwal	CA (Inter)	ICAI
67	Ms. Yutika Lohia	CA (Final), CS	ICAI
68	Ms. Palak Puri	CS	ICSI
69	Ms. Isha Kapoor	CA (Final)	ICAI
70	Ms. Alisha Malu	CA (Final)	ICAI
71	Ms. Krutika Vadaliala	CA (Final)	ICAI
72	Ms. Jyoti Gupta	CA (Final)	ICAI
73	Ms. Sangeeta Poddar	CWA (Final)	ICWAI
74	Ms. Pragati Agarwal	CA (Final)	ICAI
75	Ms. Smita Murarka	CA (Inter)	ICAI
76	Ms. Manisha Gupta	CA (Inter)	ICAI
77	Ms. Pooja Daga	CA (Final)	ICAI
78	Ms. Siddhi Patodia	CA (Final)	ICAI

PHOTOGRAPHS

IMPROVEMENT IN INFRASTRUCTURE



**Photo No. 1: Extended Learning Resource Centre (LRC)
Main Campus**



Photo No. 2: LRC-Satellite Campus



Photo No. 3: Remodelled Food & Nutrition Laboratory

SEMINARS/WORKSHOPS CONDUCTED



Photo No. 4: HSAI Conference



Photo No. 5: Seminar on 'IFRS'



Photo No. 6: Seminar on 'Budget 2011'

SEMINARS/WORKSHOPS CONDUCTED



Photo No. 7: Seminar on 'Vastu Shastra & Fengshui'



Photo No. 8: Seminar on 'Colour Psychology'



Photo No. 9: Lecture on Cancer Awareness

CO-CURRICULAR ACTIVITIES



Photo No. 10: Corporate Management Quiz



Photo No. 11: Inter-class Quiz

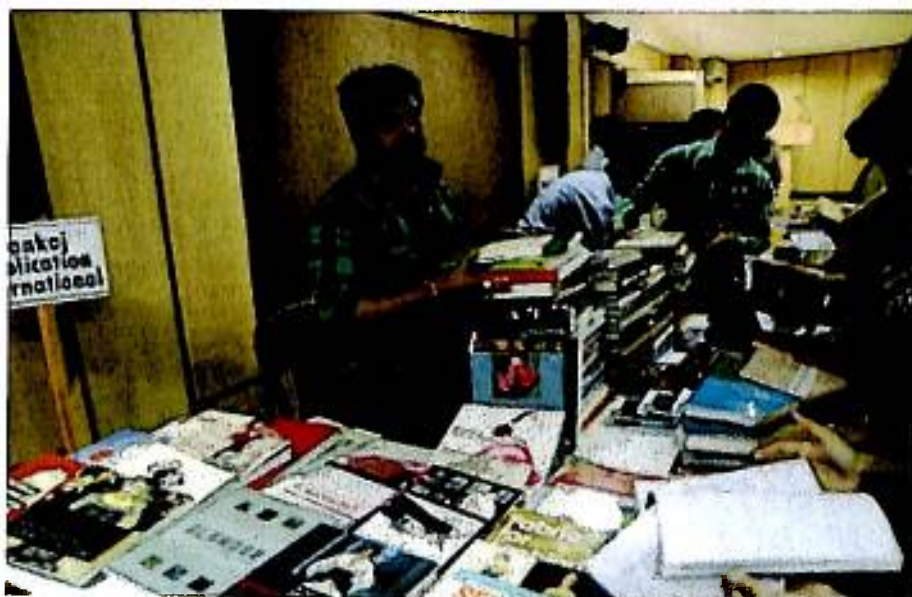


Photo No. 12: Book Fair at the Main Campus

CO-CURRICULAR ACTIVITIES



Photo No. 13: L N Birla Inter-institutional Debate



Photo No. 14: Inter-class Debate



Photo No. 15: Participation in Inter-college Fest

EXTRA-CURRICULAR ACTIVITIES



Photo No. 16: Annual Sports



Photo No. 17: Badminton Competition



Photo No. 18: Chess Competition

EXTRA-CURRICULAR ACTIVITIES



Photo No. 19: Basant Panchami Celebration



Photo No. 20: Independence Day Celebration



Photo No. 21: Dance Drama on, 'Bhanusinger Padabali' at Annual Function

EXTRA-CURRICULAR ACTIVITIES



Photo No. 22: Fresher's Welcome Party



Photo No. 23: Farewell Party



Photo No. 24: Teacher's Day Celebration

EXTRA-CURRICULAR ACTIVITIES



Photo No. 25: Team-building Excursion to Goa



Photo No. 26: Pleasure Trip to Bangkok-Pattaya



Photo No. 27: Student's Picnic

OUTREACH ACTIVITIES



Photo No. 28: Exhibition-cum-sale for the Underprivileged

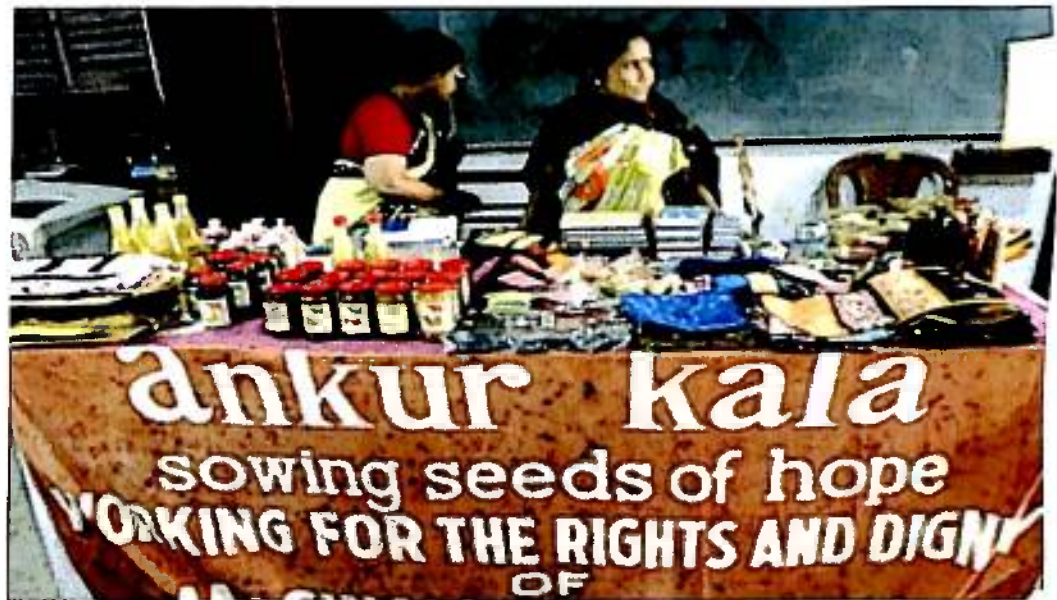


Photo No. 29: Sale put-up by Ankurkala, an NGO



Photo No. 30: Students Training Underprivileged Children at Disha, an NGO

HEALTH AWARENESS CAMPAIGNS



Photo No. 31: Dental Check-up Camp



Photo No. 32: Eye Check-up Camp



Photo No. 33: Workshop on Stress Management

FIELD VISITS AND EXCURSIONS



Photo No. 34: Educational Excurion to Murshidabad

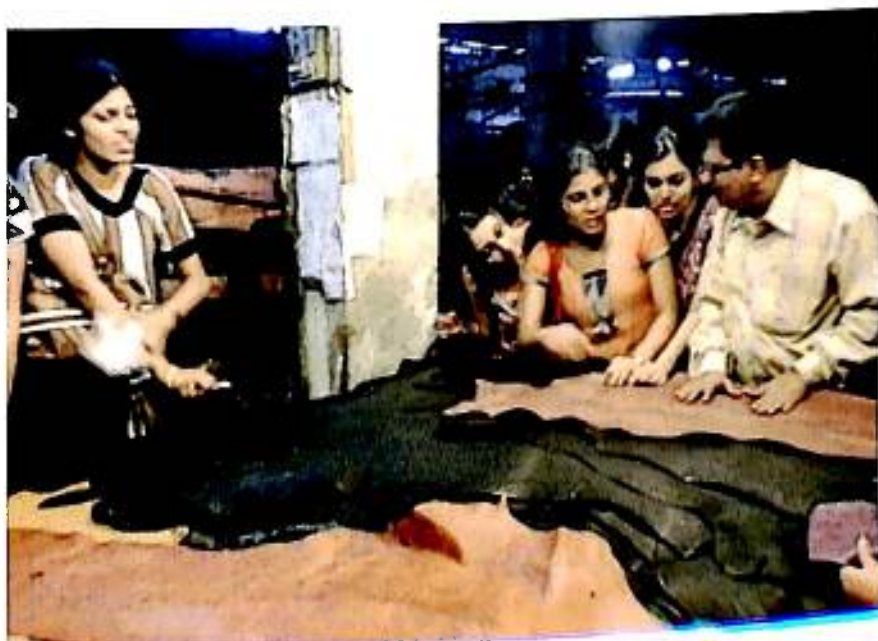


Photo No. 35: Students at a Leather Tannery, Kolkata



Photo No. 36: Students at a Sericulture Farm in Guwahati

RE-ACCREDITATION CERTIFICATE



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त मंडलान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
J. D. Birla Institute
Lower Rankton Street, Kolkata, affiliated to Jadavpur University, West Bengal as
Accredited
with CGPA of 3.11 on four point scale
at A grade
valid up to September 03, 2015*

Date : September 04, 2010



*H. Ranganath
Director*

Main Campus: 11 Lower Rawdon Street, Kolkata - 700020

Satellite Campus: 1 Moira Street, Kolkata - 700017

Phone: 033-24575070 / 2476-7340

Telefax: 033 24543243

Email: jdbiadmin@jdbikolkata.in

Website: www.jdbikolkata.in