J.D. BIRLA INSTITUTE

Unit of Vidya Mandir Society

(Affiliated with Jadavpur University)

Departments of Science, Commerce & Management

ANNUAL QUALITY ASSURANCE REPORT

(AQAR)

2017-2018

Prof. Deepali Singhee
Chairperson, IQAC

Dr. Shweta Tuteja Rakshit
Co-ordinator, IQAC

www.jdbikolkata.in

J.D. BIRLA INSTITUTE
Departments of Science, Commerce & Management
THE ANNUAL QUALITY ASSURANCE REPORT (AQAR), 2017-2018

PART-A

Data of the Institution

1. Name of the Institution   : J.D. BIRLA INSTITUTE
   - Name of the Head of the institution   : Prof. (Dr.) Deepali Singhee
   - Designation   : Principal
   - Does the institution function from   : YES
     own campus
   - Phone no./Alternate phone no.   : 03324863527 / 03324755070
   - Mobile no.   : 9331040390
   - Registered e-mail   : iqac@jdbikolkata.in
   - Alternate e-mail   : principaljdbi@jdbikolkata.in
   - Address   : 11, Lower Rawdon Street
   - City/Town   : Kolkata
   - State/UT   : West Bengal
   - Pin Code   : 700020

2. Institutional status:
   - Affiliated / Constituent   : Affiliated
   - Type of Institution   : Co-education
   - Location   : Urban
   - Financial Status   : UGC 2f & 12(B) and Self financing
   - Name of the Affiliating University   : Jadavpur University
   - Name of the IQAC Co-ordinator   : Dr. Shweta Tuteja Rakshit
   - Phone no./ Alternate phone no.   : 03324767340/03324755070
   - Mobile   : 9748934245
   - IQAC E-mail address   : iqac@jdbikolkata.in
   - Alternate Email address   : principaljdbi@gmail.com

3. Website address: www.jdbikolkata.in
   Web-link of the AQAR: (Previous Academic Year):
   WEBLINK: https://www.jdbikolkata.in/sites/default/files/2021-08/IAQC%2C2016-2017.pdf

4. Whether Academic Calendar prepared during the year?
   Yes. The Calendar is uploaded in the Institutional website
   WEBLINK: https://www.jdbikolkata.in/sites/default/files/2021-08/Academic%20Calendar%2C%202017-2018_0.pdf

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	B	NA	2004	from: 03/05/2004 to: 02/05/2009
2nd	A	3.11	2010	from: 04/09/2010 to: 03/09/2015
3rd	--	--	--	--
4th	--	--	--	--
5th	--	--	--	--

6. Date of Establishment of IQAC: DD/MM/YYYY: 01/01/2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture			
Item /Title of the quality initiative by IQAC	**Date**	**Duration in days**	**Number of participants/ beneficiaries**
IQAC meeting	06/07/2017	01	14
IQAC meeting	05/09/2017	01	18
IQAC meeting	31/01/2018	01	13
Feedback from stakeholders (students) collected, analysed and used for improvements	22/11/2017	01	1611
Feedback from stakeholders (students) collected, analysed and used for improvements	08/05/2018	01	1248
Annual appraisals for all Faculty members	21/08/2017	07	61
Data related to AISHE was submitted to the respective organizations	27/02/2018	14	1995
Data related to NIRF was submitted to the respective organizations	08/01/2018	07	1995
Participation in different ranking by various agencies (MDRA for India Today)	06/12/2018	07	1995
Participation in different ranking by various agencies (Hansa research for the Week)	21/03/2018	07	1995
Induction/Orientation (1st year) & Reorientation (2nd & 3rd years) - B.Sc. & B. Com students	03/07/2017	02	793
Induction/Orientation (1st year) & Reorientation (2nd & 3rd years) - BBA students	12/07/2017	02	187
Induction/Orientation (1st year) & Reorientation (2nd & 3rd years) - M. Com, M.Sc. & PGDDAN students	08/07/2017 &	01	85
Note: *Some Quality Assurance initiatives of the institution are:(Indicative list)* *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements* *Academic Administrative Audit (AAA) conducted and its follow up action* *Participation in NIRF* *ISO Certification* *NBA etc.* *Any other Quality Audit*			

8. Provide the list of funds by Central/ State Government
UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	NIL

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes (as per Version 5 dated 12.01.2018)
*Upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: 03

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website

Yes/No: No, but a soft and a hard copy is maintained both with the Chairman & Coordinator of the IQAC

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? No
If yes, mention the amount: NA
Year: NA

12. Significant contributions made by IQAC during the current year (maximum five bullets)
   - Orient all staff towards the new accreditation process of NAAC.
   - Initiate MOUs for collaborative work field of education and research.
   - Initiated introduction of Choice Based Credit System (CBCS) in the U.G. curriculums of all courses.
   - Organized Faculty Development Programme (interactive educative sessions, special lecture, workshops & team building activities).
   - Encouraged departments to organize several industrial visits, workshops, special lectures and outreach activities.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Problems	Achievements/Outcomes
To organize special session on NAAC accreditation process	• An interactive session on the New Procedures of NAAC Accreditation was conducted by Dr. Anjan Naidu, Principal, Dhote Bandhu Science College, Gondia for all the faculty and administrative staff members on 17/05/2018. • A Special lecture on the New Process of NAAC Assessment and Accreditation was conducted by Dr. B.S Madhukar, Advisor – NAAC, Bengaluru on 10/11/2017.
To conduct regular IQAC meetings	Three IQAC meetings were conducted on following dates: 1. 6/07/2017

	2. 5/9/2017 3. 31/01/2018
To initiate choice-based credit system at UG level across all departments	• Revision of all U.G. curriculum and syllabus in line with CBCS guidelines as prescribed by UGC and the finalised draft forwarded to the affiliating Jadavpur University for necessary approval.
To foster collaborative activity for research & student exchange	• Six 1st year M.Sc. (TC) students attended 10 days training programme on 'Fabric Production' at Coimbatore from 20/06/2018 to 30/06/2018 along with a faculty member under a MoU on mutual interest in the field of education & research signed between JDBI and Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore (Tamil Nadu) • The Textile Science, Clothing & Fashion Studies Department associated with the Department of Micro Small and Medium Enterprise & Textiles (MSME), Govt. of West Bengal to conduct a National Seminar on Recent Trends in Eco-friendly Textiles & Sustainable Fashion on 27/03/2018 & 28/03/2018. The Seminar was sponsored by MSME. • The Interior Designing Department associated with the Association of Architects Builders, Interior Designers & Allied Business to conduct a National Seminar on Building Materials in Contemporary Interiors on 05/04/2018.
To motivate faculty members and increase the number of publications	• Faculty members are motivated to publish minimum two papers annually in journals of repute and are awarded with a cash prize, trophy and a certificate during the Teacher's Day celebration. Twenty papers have been published in UGC-approved list of Journals (National and International) during the academic year 2017-2018.
To appoint a teacher coordinator to monitor Minor Research Projects (MRP)	• For smooth and timely completion of the ongoing Research Projects, one faculty from the Research Committee was appointed as secretary to oversee the timely execution of the projects and maintain all necessary records.
To promote teachers to undertake orientation & refresher courses	• For learning new trends, time to time guidance was given to the faculty members for attending refresher and orientation courses. Three (3) faculty members from the Science & Commerce Departments attended Refresher Courses for which they were provided paid leave.
To conduct faculty development programmes & team building activities	• Workshop on Healthy Salads for a Healthy Living was organized for faculty members of Science and Commerce Departments as a part of Peer Teaching Peer activity on 28/07/2017. • Interactive Session was held for faculty members of the Management Department with Prof. (Dr.) C. Ghosh from the University of Connecticut, USA on 05/08/2017. • Two sessions on Case Study of South-West Airlines were held for faculty members of the Management Department with Prof. (Dr.) N. Das, formerly the Dean of ICFAI Centre for Management Research, Hyderabad on 09/08/2017 & 29/08/2017. • Session on Finance & Banking was held for faculty members of the Management Department with Prof. (Dr.) Udayan Basu, Professor - NSHM Knowledge Campus on 20/09/2017. • Workshop on Stress Management and Meditation was conducted by representatives from the Brahma Kumaris Rajyoga Meditation Centre, Kolkata for all faculty members of Science and Commerce Departments on

	06/12/2017.
	• Faculty Team Building Excursion to Vedic Village Resort on 26/12/2017 & 27/12/2017 undertaken by 41 faculty members including the Principal and Dean (Academics).
	• Workshop on Meditation Session Yogacharya was conducted by Dr. Chanchal Roy for faculty members of the Management Department on 11/01/2018.
	• Session on Career Advancement by Dr. Partha Karmakar, Kolkata, Deputy Secretary Academic, WBBSE, Kolkata on 18/01/2018.
	• Session on Innovative Pedagogy for Better Engagement of Students was conducted by Dr. Chandrima Banerjee, Co-Founder of Unigrow Solutions Pvt. Ltd. for faculty members of the Management Department on 12/02/2018.
	• An Investment Awareness Programme initiated by SEBI was conducted by ICICI Asset Management Company for faculty members of the Management Department on 12/04/2018.
To encourage students to enrol for competitive examinations	• Inter-departmental coaching on to clear NET in Home Science was organized for current and some former M.Sc. (FN, TC & HD) students from 10/10/2017 to 04/12/2017.
To increase the green cover of the campus and undertaken sustainable initiatives	• Various seasonal vegetables like bitter gourd, curry leaves, basil leaves and green chilly were planted at the Kitchen Garden and maintained by members of the Nature Club.
	• Recycled waste like drums, scooters, hospital stands, nuts & bolts, metal chips, etc were used to set-up a Garden by the students of the ID Department.
To organize more seminars/ conferences on current and new age topics	• National Conference on Dynamics of Global Business Environment: Issues & Challenges was organized by the Commerce Department on 31/08/2017 & 01/09/2017.
	• National Seminar on Recent Advances in Nutrition Therapy was organized by the Food Science & Nutrition Management Department on 21/02/2018.
	• National Seminar on Disability, Accessibility & Equality was organized by the Human Development Department on 21/03/2018.
	• National Seminar on Nutricon 2018: Food Adulteration: Terror on My Plate was organized by the Food Science & Nutrition Management Department on 23/03/2018 & 24/03/2018.
	• National Seminar on Recent Trends in Eco-friendly Textiles & Sustainable Fashion was organized by the Textile Science, Clothing & Fashion Studies Department jointly with the Department of Micro Small and Medium Enterprise & Textiles (MSME), Govt. of West Bengal on 27/03/2018 & 28/03/2018.
	• National Seminar on Building Materials in Contemporary Interiors was organized by the Interior Designing Department in association with Association of Architects Builders, Interior Designers & Allied Business on 05/04/2018.
	• National seminar on Sustainable Innovations in Business and Commerce was organized by the Commerce Department on 19/04/2018 & 20/04/2018.
	• Panel Discussion on Post Budget Insight: Connecting the Dots for a Better Idea was organized by the Commerce Department on 07/02/2018.
To enhance students' skills and practical training through workshops	• Thirteen workshops in different fields were organized and conducted by trained external experts.
	• International workshop, Indigo Sutra was organized by the

	Textile Science, Clothing & Fashion Studies Department in association with SUTRA to celebrate, promote and revive natural Indigo on 11/11/2017 & 12/11/2017. Fifteen workshops were conducted by eminent resource persons from across the world.
To improve and enhance learning of students through series of guest/ special lectures	• Fifty-nine special lectures on a range of topics involving external experts and resource persons were organized by all the departments.
To conduct orientation/induction programme for all 1st year students and re-orientation for 2nd & 3rd year students	• Students' Induction program was held for newly admitted students, and Reorientation program for existing students of 2nd and 3rd years on the 03/07/2017 & 04/07/2017 (U.G.) and 08/07/2017 for (P.G.) science and commerce students.
To introduce activities to support student	• Five (5) number of students were enrolled and paid under the 'Earn while you Learn Scheme' to help LRC staff in RFID tagging the library resources.
To create database for student progression	• Data base was prepared for all former students (U.G. and P.G.), who had graduated from the college to tap their progression after leaving college. • One (1) alumnus was extended placement assistance by the college.
To collect feedback from stakeholders and conduct Student Satisfaction Survey	• Students' feedback is collected at the end of each semester by an external agency, which analyses the data and submits a feedback report for all teachers to the principal. The reports are shared with each concerned teacher. • Data on college infrastructure, effectiveness of the courses offered and the teaching learning process, quality of activities and support services under the Students' Satisfaction Survey was collected from the outgoing batch of U.G. & P. students at the end of their final semester. The data was collated and used for further improvement. • Feedback was collected from the employers of organizations were students interned through the Assessment sheets.
To organize significant activities and outreach programmes	• A 7-day NSS Special Camp-I on the theme- Reshaping Young Minds aimed at the overall development of teenage girls at Sanlaap Home, Narendrapur conducted by the NSS Cell (Commerce). Forty teenage girls from the NGO participated in the camp. • Another 7-Day NSS Special Camp-II to train 30 women from the slum of Tangra in making jewellery with an aim to financially empower them in association with Seva Kendra, NGO was conducted by the NSS Cell (Science). The products made during the camp were put for sale at the college premise and the profit earned was shared with the participants. • A session on Curbing Malnutrition through demonstration on preparation of low-cost recipes by NSS volunteers (FSNM Department) at Ektara, NGO A skit was put-up by the volunteers highlighting the importance of proper nutrition for the growth and development of children followed by a quiz on the same subject. • An awareness lecture on Ill Effects of Drugs & Substance Abuse by Addiction Counselors, The Genesis Foundation was conducted by the NSS Cell (Commerce) and another awareness camp was organized by NSS volunteers (Science) in collaboration with Kripa Foundation. • An awareness campaign Pani Bacho in collaboration with Save the Children with assistance from Development Research Communication & Service Centre (DRCSC) on

	water conservation through a skit, Nukkad Natak at various community centres by NSS volunteers (Science).
To promote importance of spiritual and ethical values among students	• An Ethics & Value Education Cell was set-up and ten activities were conducted.
To conduct sports and related activities	• 6th edition of annual intra-college football tournament (Birla Premier League 2018) was organized by the Management Department 28/03/2018. • Intra-college cricket tournament (Birla Champions League 2018) was organized by the Management Department on 06/09/2017. • The Inter-Semester Volleyball Tournament was conducted by the Management Department on 02/08/2017 to 04/08/2017. • Inter-semester Throw Ball Tournament (Girls) was organized by the Management Department on 10/08/2017 to 17/08/2017. • Intra-Department Basketball Tournament was conducted by the Management Department on 04/12/2017.

14. Whether the AQAR was placed before statutory body? ~~Yes~~ /No:

    Name of the statutory body: NA

    Date of meeting(s): NA

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

    ~~Yes~~/No

    Date: NA

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year:	Date of Submission:
2018	27/02/2018

17. Does the Institution have Management Information System?

    Yes, partially

    The institution is steadily moving from the traditional to automated Management Information Systems (MIS). The following systems are fully functional in the Institute from last few years.

    1. Biometric Attendance System for Staff.
    2. Fully Automated Library under KOHA software and RFID tagging.

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. *Explain in 500 words*

The College ensures the process of completion of curriculum within the stipulated time to attain the programme outcomes effectively preparing a comprehensive academic calendarbefore the commencement the new academic session and sharing with all stakeholders. The academic calendar notifies the teaching days, dates of internal and probable external exams, college activities, college events, public holidays and term-breaks.

The allocation of subjects and workload for all faculties is determined in the departmental meetings for the forthcoming semester in advance. Based on this each teacher prepares lesson plans mentioning the number of lectures to be taken for each unit in the syllabus in their special attendance diaries printed by the college. These lesson plans are strictly adhered and strict supervision by the concerned head of the department helps in the successful completion of the syllabus.

Departmental timetable committee prepares the master class routine which strictly conforms to the credit points mentioned in the syllabus prescribed by the University. Department shares their timetables with each other avoid clashes with respect to allotment of classrooms. The timetables are uploaded on the college website and the laboratory timetables are displayed in the labs.

Orientation/induction programme is organized for the newly admitted students to make them aware of the mechanism for curriculum delivery, examination and rules and regulation of the college. For students of the intermediate semesters (2nd and 3rd year), a re-orientation session is held. Lecture plans and timetables are shared with students.

Along with the traditional chalk and talk method, infrastructure for the use of ICT in classrooms, like power point presentations, audio-visual support is all available to make the delivery of the curriculum enabling and interesting for the students. Under continuous internal evaluation (CIE), one class test is held after 8-10 weeks as mentioned in the academic calendar. Teachers also take assignments (minimum two) in various forms (report writing, quizzes, bulletin boards, MCQs, etc) per subject per semester.Internal assessment is done transparently and the examined answer scripts and allotment of marks for assignments and practical classes are shown to students.

In some departments, bridge courses, remedial classes are held in order to make the curriculum delivery more holistic, effective and designed to meet the gap between the expectations of the course and academic standing of the students.Post-graduate students are specially trained to handle assignments, open-house seminars and dissertation to prepare them for academic research. Interactive sessions with students and, sometimes with guardians are held to identify problem areas. Field visits and excursions are organized by all the departments to ensure effective implementation of the prescribed curriculum. Special lectures on topics outside the curriculum, workshops on skill enhancement and other college co and extra-curricular activities help in the holistic growth of every student.

1.1.2   Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of Introduction	Duration in Days	Focus on Employability/ Entrepreneurship	Skill Development
30 hours Excel program	NIL	04/02/2018	20	Employability	Use of MS Excel for data analysis and problem solving

1.2   Academic Flexibility

1.2.1   New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
NIL	NIL	NIL	NIL

1.2.2   Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes Adopting CBCS	UG	PG	Date of Implementation of CBCS / Elective Course System	UG	P G
NIL	NIL	NIL	NIL	NIL	NIL
Already adopted (mention the year)					

1.2.3   Students enrolled in Certificate/ Diploma Courses introduced during the year

No. of Students	Certificate	Diploma Courses
	25	NIL

1.3   Curriculum Enrichment

1.3.1   Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
Excel Program	04/02/2018	25
Workshop on Charcoal Sketching	17/07/2017	69
Workshop on Make-up and Hairstyling	14/09/2017	40
Workshop on Indigo Vat Making (Organic)	11/11/2017	32
Workshop on Indigo Vat Making (Using Fruits) and Indigo Craft (Shade Dyeing & Printing)	11/11/2017	36
Workshop on Indigo Vat Making (Shakhon – Nakhon)	11/11/2017	32
Workshop on Indigo Vat Making (Indian - Traditional)	11/11/2017	45
Workshop on Indigo Vat Making (Indian - Contemporary) and Direct Dyeing	11/11/2017	32
Workshop on Heritage Ajrak Printing	11/11/2017	36
Workshop on Resist Printing	12/11/2017	35
Workshop on Heritage Lehraia Dyeing	12/11/2017	36

Workshop on Hand Painting with Natural Dyes	12/11/2017	31
Workshop on Soft Edge Resist Dyeing from Japan, Africa	12/11/2017	54
Workshop on Indigo Dyeing	13/11/2017	55
Workshop on Napkin Folding	13/11/2017	48
Workshop on Nutrition Labeling & Marketing	14/11/2017	44
Workshop on Model Making	29/11/2017	42
Workshop on Leather Batik	22/03/2018	24
Workshop on Trading and Stock Exchange	06/02/2018	235
Workshop on Art of Storytelling	08/02/2018	25
Workshop on Art of Storytelling	16/02/2018	18
Workshop on Business Plan	26/02/2018	60
Workshop on E-filing: Tax Return	06/04/2018	220
Workshop on Self Defence	16/04/2018	40
Workshop on Paper Craft in Fashion Designing	17/04/2018	14
Workshop on Art of Puppet Making	27/04/2018	06

1.3.2   Field Projects/ Internships under taken during the year

Project/Programme Title	No. of Students Enrolled for Field Projects / Internships
Internship (B.Sc. FSNM)	43
Internship (B.Sc. TCFS)	37
Internship (B.Sc. ID)	43
Internship (B.Sc. HD)	25
Internship (BBA)	127
Internship (M.Sc. FN)	12
Internship (M.Sc. TC)	11
Internship (M.Sc. HD)	08
Internship (M.Com.)	22
Internship (PGDDAN)	06

1.4   Feedback System

1.4.1   Whether structured feedback received from all the stakeholders

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	No	No

1.4.2   How the feedback obtained is being analysed and utilized for overall development of the institution? (Maximum 500 words)

Feedback is collected from all stakeholders (students, teachers, employers and occasionally from alumni and parents).

Feedback on faculty is collected from students twice in an academic session after the end of each semester by an external agency. This feedback for each subject taught by a teacher is statistically analyzed and a copy of the feedback is shared with the concerned faculty. The feedback is also discussed at the time of Principal's appraisal with each faculty. The progress is monitored in the subsequent appraisal session.

Feedback on institutional data is also collected from outgoing final year students and analysed. Records are maintained with the Principal and IQAC. Feedback on all activities conducted by the college is also collected and used to make future plans.

Feedback from teachers is collected in the form PBAS forms under CAS submitted at the end of each academic session. Annual appraisals are done by the Principal in the presence of the HoD where the Principal addresses possible areas of improvement. Monetary awards along with a trophy and certificate is given to teachers for their exceptional performance each year by the Management during the occasion of teacher's day celebrations. Outstanding performance of Group-D staff is also recognized and the best-staff is awarded on the Annual Day of the college.

Employers submit an assessment sheet for each students undertaking internship at their organizations. This helps to identify areas in the academic process of the college that need attentions and improvements. Also, good relations between the placement officer and the recruiting agencies allow the college to get direct feedback from the employers.

Some parent teachers' meetings are held and feedback collected verbally from parents.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year

Name of the Programme	Number of Seats Available	Number of Applications Received	Students Enrolled
B.Sc (Hons.) in Food Science & Nutrition Management	40	179	43
B.Sc (Hons.) in Textile Science, Clothing & Fashion Studies	40	96	50
B.Sc (Hons.) in Interior Designing	40	67	44
B.Sc (Hons.) in Human Development	40	29	21
B.Com (Hons.)	250	1007	258
BBA	200	1270	185
M.Sc in Food & Nutrition	10	69	11
M.Sc in Textile & Clothing	10	09	07
M.Sc in Human Development	10	13	05
M.Com	30	38	33
PG-Diploma in Dietetics & Applied Nutrition	20	09	06

2.2 Catering to Student Diversity

2.2.1 Student-Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full-time teachers available in the institution teaching only UG courses	Number of full-time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1806	96	34	01	28

2.3   Teaching - Learning Process

2.3.1   Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of Teachers Using ICT (LMS, e-Resources)	ICT Tools and Resources Available	Number of ICT Enabled Classrooms	Number of Smart Classrooms	E-resources and Techniques Used
63	63	268	32	32	4
FSNM: 9 TCFS: 6 ID: 6 HD: 7 COM: 18 MANG: 14 COMMON:3 **Total: 63**		**Hardware (Main Campus)** • Desktop Computers: 178 • Laptop: 19 • UPS: 184 • LCD: 7 • Printers: 29 • Scanners: 04 • Photocopy Machines: 04 • Multi-copier: 01 • Webcam:01 **Hardware (Management Campus)** • Desktop Computers: 90 • UPS: 90 • LCD: 10 • Printers: 9 • Scanners: 01 • Photocopy Machines: 02 • Webcam: 01 • Bar Code Scanner:02 **Softwares (Main Campus)** • Corel Draw-Ver- 13 (20 user) • Photoshop (06 user) • Optitex (05 users) • AutoCAD			PPT, Videos, You tube streaming, E-books and E-journals

		Ver-14 (free student version) • CAD/3D Max Ver-15 (free student version) • Tally ERP 9 (multiuser) • Kaspersky end point security (197 users) **Softwares Management Campus)** • Kaspersky Anti-virus (multi-user) • Tally 9.0 (free educational version) **Operating Systems (Main Campus)** • Microsoft Windows-7 (197 users) • Office 2007 (197 users) • Adobe Creative Cloud (06 users) • Acrobat Reader – free version • Mozilla Firefox – free version • Google Chrome – Free ver. **Operating Systems (Management Campus)** • Microsoft Windows-7 (90 users) • Office 2007 (90 users) • Acrobat Reader (free version) • Mozilla			

		Firefox (free version)			
		• Google Chrome (free version)			

2.3.2 Students mentoring system available in the institution? Give details. (Maximum 500words)

Though a system of formal mentoring system is yet to be implemented in all departments of the college, all faculty members maintain a close rapport with the students and assist them improving academic performance, exploring career prospects and resolving personal issues. Teachers also motivate students to pursue higher studies and instil a spirit of entrepreneurship in them. They provide necessary advice and support for improvement in academic performances of students. The mentor-mentee relationship in the college is fostered through the following available opportunities and prospects:

• All whole-time faculty of the Institute are available to students every day during college hours and many guide students beyond the college hours. The college Principal is accessible.
• A host of co-curricular or extra co-curricular activities encourage participative learning and team work besides again giving opportunities to students for interacting with the supervising faculty. Close and lifelong bonding between the teachers and students is fostered during planning and execution of these activities.
• Educational excursions undertaken by students outside the city and accompanied by faculty offers opportunity for students and faculty to interact and bond.
• Field visits also provide informal opportunity between teachers and pupils for interaction beyond the classroom.
• Students are allocated personal mentors/supervisor for their dissertation, projects, term papers and seminars. This strengthens bonds between students their supervisors and allows the supervisor to understand the student's needs as informal mentors.
• The college has appointed a dedicated personal counsellor who has been entrusted with the task of constantly monitoring and guiding the students and resolving their personal issues.
• A Grievance Redressal Cell has been set up for attending to and resolving complaints from students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1902	63	1:30.2

2.4 Teacher Profile and Quality

2.4.1 Number of full-time teachers appointed during the year

No. of Sanctioned Positions	No. of Filled Positions	Vacant Positions	Positions filled During the Current Year	No. of Faculty with Ph.D
62	59	04	16	16

2.4.2 Honours and recognitions received by teachers
(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of Full Time Teachers Receiving Awards from State Level, National Level, International Level	Designation	Name of the Award, Fellowship, Received from Government or Recognized Bodies
2017	Prof. Deepali Singhee	Principal& Professor, JDBI	**Best Poster:**Development of Nursery Prints from Motifs Found on the Walls of Ancient Indian Monuments at the National Seminar on Sustainable Fashion: Creating Global Vision organized by Department of Fashion & Textiles, The IIS University, Jaipur on 15th to 16th September, 2017.

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/year-end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ Year	Last Date of the Last Semester-End/ Year- End Examination	Date of Declaration of Results of Semester-End/ Year- End Examination
B.Sc (Hons.) in Food Science & Nutrition Management	FSNM	1st Year (Sem-I)	11/01/2018	15/03/2018
		2nd Year (Sem-III)	13/01/2018	15/03/2018
		3rd Year (Sem-V)	10/01/2018	22/03/2018
		1st Year (Sem-II)	12/06/2018	10/08/2018
		2nd Year (Sem-IV)	08/06/2018	10/08/2018
		3rd Year (Sem-VI)	11/06/2018	03/08/2018
B.Sc (Hons.) in Textile Science, Clothing & Fashion Studies	TCFS	1st Year (Sem-I)	11/01/2018	15/03/2018
		2nd Year (Sem-III)	10/01/2018	13/04/2018
		3rd Year (Sem-V)	10/01/2018	02/04/2018
		1st Year (Sem-II)	08/06/2018	10/08/2018
		2nd Year (Sem-IV)	11/06/2018	10/08/2018
		3rd Year (Sem-VI)	11/06/2018	03/08/2018
B.Sc (Hons.) in Interior Designing	ID	1st Year (Sem-I)	11/01/2018	15/03/2018
		2nd Year (Sem-III)	10/01/2018	15/03/2018
		3rd Year (Sem-V)	15/01/2018	22/03/2018
		1st Year (Sem-II)	09/06/2018	10/08/2018
		2nd Year (Sem-IV)	12/06/2018	10/08/2018
		3rd Year (Sem-VI)	13/06/2018	03/08/2018
B.Sc (Hons.) in Human Development	HD	1st Year (Sem-I)	11/01/2018	15/03/2018
		2nd Year (Sem-III)	15/01/2018	15/03/2018
		3rd Year (Sem-V)	11/01/2018	22/03/2018
		1st Year (Sem-II)	08/06/2018	10/08/2018
		2nd Year (Sem-IV)	11/06/2018	10/08/2018
		3rd Year (Sem-VI)	09/06/2018	03/08/2018
B.Com. (Hons.)	COM	1st Year (Sem-I)	11/01/2018	15/03/2018
		2nd Year (Sem-III)	15/01/2018	15/03/2018
		3rd Year (Sem-V)	15/01/2018	05/03/2018

		1st Year (Sem-II)	09/06/2018	13/07/2018
		2nd Year (Sem-IV)	06/06/2018	13/07/2018
		3rd Year (Sem-VI)	13/06/2018	30/07/2018
BBA	MANG	1st Year (Sem-I)	17/01/2018	15/03/2018
		2nd Year (Sem-III)	18/01/2018	15/03/2018
		3rd Year (Sem-V)	18/01/2018	22/03/2018
		1st Year (Sem-II)	12/06/2018	17/07/2018
		2nd Year (Sem-IV)	14/06/2018	17/07/2018
		3rd Year (Sem-VI)	04/06/2018	25/07/2018
M.Sc in Food & Nutrition	MSC (FN)	1st Year (Sem-I)	11/01/2018	15/03/2018
		1st Year (Sem-II)	08/01/2018	15/05/2018
		2nd Year (Sem-III)	11/07/2018	10/10/2018
		2nd Year (Sem-IV)	20/08/2018	05/10/2018
M.Sc in Textile & Clothing	MSC (TC)	1st Year (Sem-I)	11/01/2018	15/03/2018
		1st Year (Sem-II)	08/01/2018	15/05/2018
		2nd Year (Sem-III)	11/07/2018	10/10/2018
		2nd Year (Sem-IV)	20/08/2018	05/10/2018
M.Sc in Human Development	MSC (HD)	1st Year (Sem-I)	11/01/2018	15/03/2018
		1st Year (Sem-II)	10/01/2018	15/05/2018
		2nd Year (Sem-III)	11/07/2018	10/10/2018
		2nd Year (Sem-IV)	20/08/2018	05/10/2018
M.Com	MCOM	1st Year (Sem-I)	06/01/2018	15/03/2018
		1st Year (Sem-II)	13/01/2018	15/03/2018
		2nd Year (Sem-III)	07/07/2018	13/09/2018
		2nd Year (Sem-IV)	20/07/2018	19/09/2018
Post Graduate Diploma in Dietetics and Applied Nutrition	PGDDAN	1st Year (Sem-I)	30/11/2017	15/03/2018
		1st Year (Sem-II)	19/05/2018	19/09/2018

2.5.2 Reforms initiated on Continuous Internal Evaluation (CIE) system at the institutional level (250 words)

The internal evaluation for various courses and programmes is done as per the guidelines prescribed by the affiliating university. Continuous internal evaluation carried a weightage of 40% for each course and is conducted the form of one written class test (dates for which are notified in the Academic Calendar) and assignments given by the subject teacher. Different components for continuous assessment are well defined and teachers can undertake evaluation of performance and knowledge imbibed in the form of MCQs, project reports, presentations, seminars, quizzes etc. keeping in mind the learning outcomes desired. Importance is also given to regular attendance and class performance wherever required. The cumulative attendance is updated and put-up on the notice board every month. An internal report card is generated at the end of each semester and given to students for their records.
 The end-semester University Examination with a 60% weightage is held at the end of every semester by the University.

Evaluation of sessional papers like seminars, term papers, projects and dissertations have been streamlined and a marking system with break-up of marks defined. Revision lectures and remedial coaching are also conducted to help the students understand previously taught topics. Parents are also kept in the loop about their wards performance, through periodic parent teacher meeting (PTM) for those students having shortfall in attendance.

Students' grievance related to exams is dealt with promptly.

2.5.3 Academic calendar prepared and adhered for conduct of examination and other related matters (250 words)

Academic Calendar is prepared by the institution before the commencement of a new session. The calendar follows the timelines/guidelines and academic schedule of the affiliating University and is prepared under the active supervision of the HoDs and the IQAC coordinator. After finalization and accepted by the HoD Forum, it is published on institute's website and also displayed on various notice boards of the college to enable staff and students to plan and prepare accordingly. The Calendar is printed in all departmental prospectuses that is updated every year. The annual academic calendar highlights teaching days in both the semesters, days for internal and end-semester examination, college events, public holidays and term breaks. Based on the calendar, each department prepares its teaching plan and activity schedules.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

WEBLINK: https://www.jdbikolkata.in/sites/default/files/2021-08/B.SC_.%20FSNM_1.pdf

2.6.2 Pass percentage of students

Programme Code	Programme Name	Number of students appeared in the final year examination	Number of students passed in final semester/ year examination	Pass Percentage
FSNM	B.Sc (Hons.) in Food Science & Nutrition Management	46	41	89.13
TCFS	B.Sc (Hons.) in Textile Science, Clothing & Fashion Studies	37	34	91.89
ID	B.Sc (Hons.) in Interior Designing	43	35	81.39
HD	B.Sc (Hons.) in Human Development	25	24	96.00
COM	B. Com (Hons.)	229	219	95.63
MANG	BBA	175	173	98.85
MSC (FN)	M.Sc in Food & Nutrition	12	12	100.00
MSC (TC)	M.Sc in Textiles & Clothing	11	11	100.00
MSC (HD)	M.Sc in Human Development	08	07	87.50
MCOM	M.Com	21	15	71.42
PGDDAN	PG-Diploma in Dietetics & Applied Nutrition	06	05	83.33

2.7   Student Satisfaction Survey

2.7.1   Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

> WEBLINK: https://www.jdbikolkata.in/sites/default/files/2021-08/Student%20Satisfaction%20Survey%2C%202017-2018.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1   Resource Mobilization for Research

3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored Projects	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students Research Projects *(other than compulsory by the College)*	NIL	NIL	NIL	NIL
International Projects	NIL	NIL	NIL	NIL
Any other (Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

3.2   Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights **(IPR)** and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
A National Conference on 'Dynamics of Global Business Environment: Issues and Challenges'	Commerce	31/08/2017 & 01/09/2017
Panel Discussion on 'Post Budget Insight: Connecting the Dots for a Better Idea'	Commerce	07/02/2018
National Seminar on 'Nutrition Therapy'	Food Science and Nutrition Management	21/02/2018
National Seminar on 'Disability, Accessibility & Equality'	Human Development	2103/2018
National Seminar on 'Nutricon 2018: Food Adulteration: Terror on My Plate'	Food Science and Nutrition Management	23/03/2018 & 24/03/2018
National Seminar on 'Recent Trends in Eco-friendly Textiles & Sustainable Fashion	Textile Science, Clothing & Fashion Studies jointly in association with Deptt. of Micro Small and Medium Enterprise & Textiles (MSME), Govt. of West Bengal	27/03/2018 & 28/03/2018
National Seminar on 'Building Materials in Contemporary Interiors'	Interior Designing jointly in association with Association of Architects Builders, Interior Designers & Allied Business	05/04/2018

National seminar on 'Sustainable Innovations in Business and Commerce'	Commerce	19/04/2018 20/04/2018
Workshop on Indigo SUTRA	Textile Science, Clothing & Fashion Studies jointly in association with SUTRA	11/11/2017 12/11/2017

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
NIL	NIL	NIL	NIL	NIL

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
NIL	NIL	NIL
Name of the Start-up	Nature of Start-up	Date of commencement
NIL	NIL	NIL

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
2	0	0

3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Centre)*

Name of the Department	No. of Ph. Ds Awarded
NIL	00

3.3.3 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor, if any
International	Food Science & Nutrition Management	11	00
	Textile Science, Clothing & Fashion Studies	04	00
	Human Development	03	00
	Management	03	00

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/ International Conference Proceedings per Teacher during the year

Department	No. of Publication
Science & Commerce	3
Management	2

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self-

						citations
Assessment of private homes as spaces for the dying elderly	Ms. Debolina Chatterjee (Assistant Professor, HD Department).	Indian Journal of Palliative Care	July-September, 2017	01	J.D. Birla Institute, Kolkata	3
Food in Captivity: Experiences of Women in Indian prisons	Ms. Debolina Chatterjee (Assistant Professor, HD Department).	Prison Journal	December, 2017	01	J.D. Birla Institute, Kolkata	3
Global Financial Crisis, Foreign Portfolio Investment and Volatility: Impact Analysis on Select Southeast Asian Markets	Mr. Sumanta Bhattacharyya (Assistant Professor, Management Department)	Finance India	December, 2017	01	J.D. Birla Institute, Kolkata	1

3.3.6 h-index of the Institutional Publications during the year (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self-citations	Institutional affiliation as mentioned in the publication
Studies on dyeing process variable for application of tesu (Butea monosperma) as natural dye on silk fabric	Prof. (Dr.) Deepali Singhee (Principal)	Journal of Natural Fibres	2018	6	3	J.D. Birla Institute, Kolkata
An empirical study to compute the efficiency of Indian banks during the pre and post period of recession with the help of data envelopment analysis	Dr. Arindam Banerjee (Assistant Professor, Management Department)	Indian Journal of Finance	April, 2018	2	5	J.D. Birla Institute, Kolkata
Measuring the efficiency of Indian cement companies utilizing data envelopment	Dr. Arindam Banerjee (Assistant Professor, Management Department)	Serbian Journal of Management	April, 2018	2	0	J.D. Birla Institute, Kolkata

analysis during pre and post recession period					

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year.

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	00	01	00	18
Presented papers	09	09	00	02
Resource Persons	00	04	01	10

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
7-day Special Camp- 'Reshaping Young Minds'	NSS Unit (Commerce) in collaboration Sanlaap Home (NGO)	01	70
7- day Training Camp	NSS Unit (Science) in collaboration with Seva Kendra Calcutta (NGO)	01	09
Training Camp	NSS Unit (Science) in collaboration with Disha Foundations (NGO)	01	08
Blood Donation Camp	NSS Unit (Science) in collaboration with Blood Connect and Lions District 322B1 Blood Bank	01	49
Blood Donation Camp	NSS Unit (Commerce) in collaboration with Lions District 322B1 Blood Bank	01	45
Blood Donation Camp	NSS Unit (Management) in collaboration with Leo Club	01	159
Eye-Check up Camp	NSS Unit (Commerce) in collaboration with GKB Lens Pvt. Ltd	01	76
Dental Check up Camp	NSS Unit (Science) in collaboration with Kusum Devi Sundarlal Dugar Jain Dental College & Hospital	01	134
Camp on Diet Counseling	NSS Unit (Science)	01	11
Outreach Activity on 'Curbing Malnutrition'	NSS Unit (Science) in collaboration Ektara Foundations (NGO)	01	21
Awareness Activity on 'Teaching Basic Health and Hygiene to Children'	NSS Unit (Science) in collaboration The Refuge (NGO)	01	20
Outreach Educative Activity	NSS Unit (Commerce) in collaboration Tamas	01	07

	Society (NGO)		
Outreach Educative Activity	NSS Unit (Commerce) in collaboration Disha Foundation (NGO)	01	12
Awareness Activity	NSS Unit (Commerce)	01	44
Outreach Activity	NSS Unit (Science) in collaboration Ektara Foundations (NGO)	01	07
Training Activity	NSS Unit (Science) in collaboration Parichay (NGO)	01	15

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
NIL	NIL	NIL	00

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Swachh Bharat Abhiyan	NSS (Science) in association with Save the Children and with assistance from Development Research Communication& Service Centre (DRCSC)	Awareness on water conservation through nukkad natak, *Pani Bacho*	01	22
HIV/AIDS related Programmes	NSS (Science) in association with New Light Foundation (NGO)	Awareness on HIV/AIDS amongst sex workers through skit demonstration	01	18
Programmes related to Menstrual Health and Hygiene	NSS (Science) in association with Society for Social Economic & Ecological Development (SEED) (NGO)	Awareness on menstrual health and hygiene	01	11
POCSO Act related Programmes	NSS (Science) in association with Save the Children (NGO)	Educative activity on Good touch & Bad touch	01	12
Programmes related to Awareness on Substance & Drug Abuse	NSS (Science) in association with Kripa Foundation (NGO)	Awareness to sensitize students about Alcohol & Substance Abuse	01	97
Programmes related to Awareness on	NSS (Commerce) in association with The Genesis Foundation	Awareness session on Ill Effects of Drugs & Substance	01	20

Substance & Drug Abuse	(NGO).	Abuse		
Organ Donation Camp	NSS (Science) in association with Anthyesti Foundation under the project AMRIT	Awareness on Organ donation	01	141
Organ Donation Camp	NSS (Departments of Science) in association with YES Foundation & Centre for Youth	Awareness camp on Organ donation was organized on24th July, 2017.	01	100
Awareness Programme for Older Adults	NSS (Science) in association with Kalyan Ashram, Help Age Foundation (NGO)	Awareness activity on pleasant home solutions for the inmates of old age homes.	01	18
Programmes related to Gender Equality	NSS (Science, Commerce & Management) in collaboration with Department of Human Development	Silent walk, *Press for Progress* to commemorate International Women's' Day	01	301
Awareness Programmes through Bulletin Boards	NSS (Science) in collaboration with Department of Human Development	Awareness through bulletin boards on the following themes: • World Hepatitis Day • World Diabetes Day • Women's Equality Day • World Heart Day • World Down Syndrome Day • World Autism Day • Is Man Not enough • Zero Discrimination Day	01	27
Awareness Campaign on Fire Safety & Prevention	NSS (Departments of Science & Commerce)	Awareness on Fire Safety & Prevention	01	319
Inclusive Activity	Annual Sports (Science & Commerce) in association with NSS (Science, Commerce & Management) and different NGOS (Parichay ek Pehchan, Ektara, Jungle Crow, Sahay and Save the Chlldren)	Participation of less privileged children from several NGOs	04	24
Inclusive Activity	Annual Sports (Management) in	Participation of less privileged children	01	31

	association with NSS (Management)	from two NGOs, Save the Child & Hope Home, Kolkata		
Inclusive Activity	NSS (Commerce) in association with NGOs (Institute of Psychological & Educational Research, Sahay International, Sanlaap &Tamas Society)	Sit & Draw competition on the theme, *Green India, Clean India* for children from different NGOs	01	25
Inclusive Activity	NSS (Commerce) in association with Sahay International (NGO)	Screening of the film *Nil Battay Sannata* for less privileged children from NGOs	01	8
Inclusive Activity	NSS (Commerce) in association with Dakshin Kalikata Sevasram Orphanage (NGO)	Activity to spread joy among the children of the orphanage	01	16
Inclusive Activity	NSS (Commerce) in association with NGOs (Bhumi, Hope Foundation, Tamas Society and Children Sahay International)	Talent Show, Unique Souls for the children from several NGOs	01	23
Outreach Activity	NSS (Commerce) in association with Nabanir (old age home)	Teaching of exercises and distribution of therapeutic oil Nabanir to inmates of the old age home)	01	23
Environmental-Friendly Initiatives	NSS (Science) in association with Nature Club	Special lecture-cum workshop on vermi-composting	01	43
Environmental-Friendly Initiatives	NSS (Science) association with Nature Club	Awareness session on Save Water Save Life	01	23
Environmental-Friendly Initiatives	NSS (Science & Commerce) in collaboration with Nature Club	Plantation of seasonal vegetables was done in the Kitchen Garden	01	00
Environmental-Friendly Initiatives	NSS (Science) in collaboration with Nature Club	Garden made from the recycled waste products	01	15
Environmental-Friendly Initiatives	NSS (Management) in collaboration with Nature Club	Stickers on saving electricity on all switch boards of the college.	01	05
Environmental-Friendly Initiatives	NSS (Management) in collaboration with Nature Club	Installing potted plants in the campus	01	05
Fund Raising	NSS (Science & Commerce)	Rs. 8500/- through sale of 850 Communal Harmony Stickers for National Foundation of Communal Harmony, New Delhi	02	18

Fund Raising	NSS (Science & Commerce)	Rs 300/- through sale of 60Tuberculosis Seal stickers & sent to Bengal Tuberculosis Association	02	07
Donation /Distribution of Gifts and Items of Necessity	NSS (Science & Commerce) in association with Goonj (NGO)	Donation of 1214 stationery hampers among underprivileged children.	02	29
Donation /Distribution of Gifts and Items of Necessity	NSS (Science) in association with Calcutta Rescue (NGO)	Distribution of biscuit packets to the underprivileged children	01	03
Donation /Distribution of Gifts and Items of Necessity	NSS (Science) in association with Calcutta Blind School (NGO)	Distribution of old newspapers and magazines to the NGO	01	20
Donation /Distribution of Gifts and Items of Necessity	NSS (Science) in association with Missionaries of Charity, Kolkata (NGO)	Donation old clothes to the inmates of the NGO	01	08
Donation /Distribution of Gifts and Items of Necessity	NSS (Management) in association with Goonj (NGO)	Donation of clothes, stationeries and food items for Rahat Flood Relief through the NGO	01	14
Donation /Distribution of Gifts and Items of Necessity	NSS (Science) in association with Goonj (NGO)	Donation of 549 notebooks to the children of the NGO	01	05
Donation /Distribution of Gifts and Items of Necessity	NSS (Commerce) in association with Goonj (NGO)	Donation of 600 pieces of old clothes to the children of the NGO	01	24
Donation /Distribution of Gifts and Items of Necessity	NSS (Science & Commerce) in association with Tollygunge Women in Need (NGO)	Distribution of water bottles to children of the NGO	02	05
Donation /Distribution of Gifts and Items of Necessity	NSS Unit (Commerce)	Distribution of fruits to the needy and poor on the street	01	68
Donation /Distribution of Gifts and Items of Necessity	NSS Unit (Commerce)	Distribution of 180 textbooks to My Pustak as a part of World Book Day celebrations	01	14
Donation /Distribution of Gifts and Items of Necessity	NSS Unit (Management) in association with Alakendu Bodh Niketan	Distribution of snacks and soft drinks to the children of the NGO	01	90

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	00

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
NIL	NIL	NIL	NIL	0

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Avinashilingam Institute for Home Science and Higher Education for Women	20/06/2018	Intensive Training on Fabric Production	07

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
118.09 lakhs	72.66 lakhs

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	103966 sq. ft.	--
Classrooms	23 nos	--
Laboratories	18 nos	--
Seminar Halls	02 nos	--
Classrooms with LCD facilities	23 nos	--
Classrooms with Wi-Fi/ LAN	23 nos	--
Seminar halls with ICT facilities	02 nos	--
Video Centre	02 nos	--
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	--	44 nos
Value of the equipment purchased during the year (Rs. in lakhs)	---	1,661,878

Others	--	85,512

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Koha (Main Campus)	Fully	16.05.05	2016
Koha (Management Campus)	Fully	16.11.10	2016

4.2.2 Library Services (MC)

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	29,715	7,371,896	625	423,713	30,340	7,795,609
Reference Books	5,858	2,804,965	220	1,292,722	6,078	4,097,687
e-Books	3,135,000	5,750	0	0	3,135,000	5,750
e-Journals	6,000		50	35,500	6,050	35,500
Journals	845	462,395	55	19,937	900	482,332
Digital Database	04	857,355	0	0	04	857,355
CD & Video	2,219	62,576	18	199	2,237	62,775
Library automation	Koha	149,500	Koha (AMC)	29,500	Koha	179,000
Weeding (Hard & Soft)	746	0	0	0	746	0
Others (specify)	RFID	--	RFID	337,200	--	337,200

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall) (only Main Campus)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	268	136	03	12	02	41	75	22	NIL
Added	0	0	0	0	0	0	0	00	NIL
Total	268	136	03	12	02	41	75	22	NIL

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

22 MBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
NIL	NIL	NIL	NIL

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
312.70 lakhs	303.60 lakhs	57.98 lakhs	52.27 lakhs

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. *(maximum 500 words)* (information to be available in institutional Website, provide link)

Before the commencement of every financial year, the Institute sets budgetary provisions under various headings for maintaining and utilising the campus infrastructure facilities. The Principal collects requirements from all department heads, laboratory assistants and officers, and prepares a proposal before the end of a financial year and discusses it with the Secretary General of the sponsoring Trust in the presence of the Accounts officer to finalise the budget for the forthcoming session.

Funds are allocated under the following heads – block & equipments; repairs & maintenance; IT related expenditure; books & journals (for library); examination related expenses; advertisement & PR; printing; stationery and sundry; research (seed money); faculty development activities; conferences, seminars & lectures; and college functions and activities and others. Funds are utilized as per the sanctioned budget with the Principal as the main approving authority. For each matter, requisition along with proposals are placed before the Principal, and after verification by the Accounts officer, it is approved.

For maintenance and optimal utilization of the physical, academic and support facilities - laboratory, library, computers, classrooms etc., the college has a number of officers and personals appointed, and several maintenance contracts signed with different vendors. Under these contracts, regular upkeep of the machines, equipments, gadgets and services is done. Equipments at the laboratories that are not covered under 16 number of formal AMCs are checked before the commencement of the academic session; problems, if found, are recorded and after necessary discussion with the Principal, they are serviced. Outsourcing is done for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband. Updating of softwares is done by lab assistants.

Maintenance pertaining to infrastructure such as buildings, classroom rooms, furniture and fixtures, electrical fittings and plumbing are supervised by the Maintenance Supervisor under instruction by the Administrative officer. Complaints are noted in the Maintenance Complaint Register on regular basis and actions taken after necessary discussion with the Principal. Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by Institute Fourth Class Employees. Regular maintenance of the water cooler and water purifier is done by outsourcing agent.

Six full-time lab assistants have been appointed to look after the upkeep of the different

laboratories. For supervision of other IT-related infrastructure, an IT-Manger is appointed and under an AMC, hardware personnel are available on all days during college hours. Full-time librarians and assistants look after the LRC. All are supported by a fleet of full-time group-D staff.

Annual stock checking through physically verification of all items and resources is carried out at the end of each academic session by the lab assistants and librarians who also maintain stock registers. Department wise annual stock verification is done by concerned Head of the Department.

WEBLINK: https://www.jdbikolkata.in/sites/default/files/2021-12/Procedures%20and%20Policies%20for%20Maintaining%20and%20Utilizing%20Physical%2C%20Academic%20and%20Support%20Facilities%2C2017-2018.pdf

CRITERION-V: STUDENT SUPPORT AND PROGRESSION

5.1   Student Support

5.1.1   Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution			
	Merit cum means Freeship & Scholarship	15	6,41,600
	Merit cum means Freeship (Sem-I/Sem-III/Sem-V)	05	1,56,150
	Merit cum means Freeship (Sem-II/Sem-IV/Sem-VI)	05	1,56,150
	Scholarship (Sem-V)	06	1,86,150
	Scholarship (Sem-VI)	06	1,43,150
Financial support from other sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil

5.1.2   Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personality Development & Soft Skills	11/07/2017	417	ILEAD Foundation
Bridge Course in Mathematics	11/08/2017	87	J.D. Birla Institute
Bridge Course in Accountancy	11/08/2017	07	J.D. Birla Institute
Bridge Course in Physics	11/07/2017	86	J.D. Birla Institute
Bridge Course in Chemistry	10/07/2017	109	J.D. Birla Institute
Bridge Course in Physiology	10/07/2017	43	J.D. Birla Institute
Remedial Classes	06/11/2017, 08/11/2017 & 25/11/2017	27	J.D. Birla Institute (Textile Science, Clothing & Fashion Studies Department)
The Power of Concentration	30/04/2018	101	Bharat Sevashram Sanghs, Kolkata
Self Empowered	23/04/2018	98	Brahma Kumari Rajyoga Meditation Centre, Kolkata
Stress Management and Mind Matters	30/04/2018	150	Art of Living

Emotional Transformation	26/04/2018	150	Chinmaya Mission, Kolkata
Personal Counselling (Main Campus)	10/01/2018	13	J.D. Birla Institute
Personal Counselling (Management Campus)	01/01/2018	05	J.D. Birla Institute

5.1.3 Students Benefited by Guidance for Competitive Examinations and Career Counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017	Inter-departmental coaching for UGC-NET in Home Science	22	00	00	00
2017	Career Counselling on Entrepreneurship as a Career on 21st August 2017	00	229	00	00
2017	Career Counselling on NMAT (National Management Aptitude Test) as a Gateway to Management Programs in India on 21st August 2017	00	229	00	00
2017	Career Counselling on Options in the Field of Community Engagement on 4th September 2017	00	25	00	00
2017	Career Counselling on Career Options in the Field of Interior Design on 9th September 2017	00	43	00	00
2017	Career Counselling on Various Career Options in the Field of Securities Markets and the Professional Certifications conducted by NISM on 20th November 2017	00	229	00	00
2017	Career Counselling on Going Back to the Basics of Warp & Weft on 24th November 2017	00	37	00	00
2018	Career Counselling on Career Options for a Chartered	00	538	00	00

2018	Accountant on 12th February 2018				
2018	Career Counselling on Career Options for a Company Secretary on 28th February 2018	00	538	00	00
2018	Career Counselling on Career Options for a Cost Accountant on 6th March 2018	00	538	00	00
2018	Career Counselling on NMAT Exam, Career Design & Entrepreneurship on 24th July, 2018	00	150	00	00
2017	Career Counselling on Opportunities for Joining the MBA Programme on 21st September 2017	00	75	00	00
2017	Career Session on Opportunities for Joining the MBA Programme on 27th October 2017	00	150	00	00
2017	Interactive session on Higher Studies in US with on 27th July 2017	00	165	00	00
2017	Grooming Session on Facing Interviews on 21st November 2017	00	150	00	00
2017	Grooming Session on Facing Interviews on 24th November 2017	00	147	00	00
2017	Career Counselling by Mr. Ashwini Bajaj, Academic Trainer & Consultant on 8th November 2017	00	165	00	00
2018	Career oriented interactive session in collaboration with Bombay Stock Exchange (BSE) on 22nd & 23rd February 2018	00	135	00	00

5.1.4   Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
13	11	01

5.2   Student Progression

5.2.1   Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Deloitte Consulting India Private Limited, Mumbai	09	03	Karvy Stock Broking Limited, Hyderabad	03	01
Wipro Ltd., Bengaluru	35	04	Future Generali India Life Insurance Company Ltd.	05	03
L&T Construction Ltd., Chennai	14	02	PWC (Service Delivery Centre)	32	11
Kairos Consulting	14	3	PWC, Hyderabad	06	01
eWards	08	01	Capital First Ltd.	25	03
Om Besco	08	04	Unicom Seminars Limited	01	01
Karvy Stock Broking Ltd.	08	03	Peerless Financial Services Limited	02	01
Times Internet	35	01	Bhawani Enclaves Pvt. Ltd. (Lakhotia Group)	02	01
			Jungle Crows Foundation	01	01
			Calcutta Girls' High School	01	01
			Jucos Expo LLP	01	01
			Unicraft	03	02
			Anamika Khanna	01	01
			Cachet Exports	02	02
			Bunosilo.com	02	01
			Saha & Associates	01	01
			Rupande Shah & Associates	03	03
			Design Studio	02	02
			Autogram Technosoft Pvt. Ltd.	01	01

5.2.2   Student progression to higher education in percentage during the year 2019-2020

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018	11	Bachelors of Science	Food Science & Nutrition Management	J.D. Birla Institute, Kolkata	M.Sc. in Food and Nutrition
2018	02	Bachelors of Science	Food Science & Nutrition Management	J.D. Birla Institute, Kolkata	Post Graduate Diploma in Dietetics and Applied Nutrition
2018	03	Bachelors of Science	Food Science & Nutrition	Academy of Pastry Arts, Bangalore	Advanced Diploma in Pastry

			Management		Arts
2018	01	Bachelors of Science	Food Science & Nutrition Management	American Fitness Professionals, Kuwait	Nutrition and Wellness Consultation Programme
2018	05	Bachelors of Science	Food Science & Nutrition Management	Carmel College, Bangalore	M.Sc in Food and Nutrition
2018	01	Bachelors of Science	Food Science & Nutrition Management	MSU, Baroda	M.Sc in Health and Nutrition
2018	04	Bachelors of Science	Food Science & Nutrition Management	NSHM Knowledge Campus	M.Sc in Nutrition and Dietetics
2018	01	Bachelors of Science	Food Science & Nutrition Management	Sharda University	M.Sc in Food Science and Technology
2018	01	Bachelors of Science	Food Science & Nutrition Management	Sheffield Hallam University, UK	M.Sc in Food and Nutrition Science
2018	01	Bachelors of Science	Food Science & Nutrition Management	St Xavier's College	Diploma in Multimedia and Animation
2018	01	Bachelors of Science	Food Science & Nutrition Management	SVT, Mumbai	M.Sc in Specialized Dietetics
2018	02	Bachelors of Science	Food Science & Nutrition Management	Symbiosis School of Biological Sciences, Pune	M.Sc in Nutrition and Dietetics
2018	01	Bachelors of Science	Food Science & Nutrition Management	University of Melbourne, Australia.	M.Sc in Food Science
2018	01	Bachelors of Science	Food Science & Nutrition Management	Women's College.	M.Sc in Dietetics and Food Service Management
2018	03	Bachelors of Science	Textile Science, Clothing & Fashion Studies	J.D. Birla Institute, Kolkata	M.Sc in Textiles & Clothing
2018	01	Bachelors of Science	Textile Science, Clothing & Fashion Studies	Lady Irwin, Delhi University	M.Sc in Textiles & Clothing
2018	01	Bachelors of Science	Textile Science, Clothing & Fashion Studies	NIFT, Kolkata	Fashion Designing
2018	01	Bachelors of Science	Textile Science, Clothing & Fashion Studies	NIFT, Gandhinagar	Masters in Design
2018	02	Bachelors of Science	Textile Science, Clothing & Fashion Studies	NIFT, Kolkata	Diploma in Boutique Management
2018	01	Bachelors of Science	Textile Science, Clothing & Fashion Studies	NIFT, New Delhi	Fashion Designing
2018	01	Bachelors of Science	Textile Science, Clothing & Fashion Studies	Pearl Academy, Mumbai	Fashion Designing
2018	07	Bachelors of Science	Textile Science, Clothing & Fashion Studies	Pearl Academy, New Delhi	Fashion Designing
2018	01	Bachelors of Science	Interior Designing	Himalayan University	M.Sc in Interior Designing

2018	01	Bachelors of Science	Interior Designing	MAAC	Pursuing a course
2018	01	Bachelors of Science	Interior Designing	Symbiosis	MBA
2018	07	Bachelors of Science	Human Development	J.D. Birla Institute, Kolkata	M.Sc. in Human Development
2018	01	Bachelors of Science	Human Development	Jadavpur University	Diploma in Computers
2018	01	Bachelors of Science	Human Development	NIFT, Kolkata	Fashion Designing
2018	01	Bachelors of Science	Human Development	Nirmala Niketan, Mumbai	M.Sc in Human Development
2018	04	Bachelors of Science	Human Development	CMR University, Bangalore	M.Sc in Clinical Psychology
2018	01	Bachelors of Science	Human Development	Adamas University	M.Sc in Clinical Psychology
2018	01	Bachelors of Science	Human Development	School of European Pastry, Mumbai	Diploma Course in Bakery
2018	27	Bachelors of Commerce	Commerce	J.D. Birla Institute, Kolkata	M.Com
2018	02	Bachelors of Commerce	Commerce	Calcutta University	M.Com
2018	01	Bachelors of Commerce	Commerce	Jamshedpur	M.Com
2018	01	Bachelors of Commerce	Commerce	MAAC	Graphic Designing
2018	01	Bachelors of Commerce	Commerce	MAAC	Animation and Web Designing Course
2018	01	Bachelors of Commerce	Commerce	Mumbai	Graphic Designing
2018	01	Bachelors of Commerce	Commerce	National Academy of Event Management & Development, Jaipur	Masters in Event Management
2018	01	Bachelors of Commerce	Commerce	Pearl Academy, Delhi	Masters in Fashion Designing
2018	01	Bachelors of Commerce	Commerce	Pearl Academy, Mumbai	Fashion Styling
2018	01	Bachelors of Commerce	Commerce	Praxis Business School	MBA
2018	02	Bachelors of Commerce	Commerce	Rourkela Institute of Management Studies	MBA
2018	01	Bachelors of Commerce	Commerce	S.P. Jain School of Global Management	Global MBA
2018	01	Bachelors of Commerce	Commerce	St. Xavier's University	M.Com
2018	01	Bachelors of Commerce	Commerce	St. Xavier's University	MBA
2018	01	Bachelors of Commerce	Commerce	Symbiosis Law School, Pune	LLB
2018	01	Bachelors of Commerce	Commerce	United World Institute of Design, Ahmadabad	Masters in Design
2018	02	Bachelors of Commerce	Commerce	University of Bristol	Masters in Finance

2018	01	Bachelors of Commerce	Commerce	University of Limerick	International Business
2018	01	Bachelors of Commerce	Commerce	Whitecaps	Diploma in Patisserie
2018	01	Bachelors of Commerce	Commerce	Xavier Institute of Social Service, Ranchi	PGDM
2018	03	Bachelors of Commerce	Commerce	INIFD, Kolkata	Fashion Designing
2018	01	Bachelors of Commerce	Commerce	Italy	Masters in Fashion & Luxury Brand Management
2018	06	Bachelors of Commerce	Commerce	ICSI	CS
2018	01	Bachelors of Commerce	Commerce	IIM, Ranchi	MBA
2018	01	Bachelors of Commerce	Commerce	iLead	Multimedia Course
2018	01	Bachelors of Commerce	Commerce	IMA, Kolkata	MBA
2018	01	Bachelors of Commerce	Commerce	ICFAI Business School, Hyderabad	MBA
2018	01	Bachelors of Commerce	Commerce	ICFAI Business School, Pune	MBA
2018	03	Bachelors of Commerce	Commerce	ICMAI	CMA
2018	01	Bachelors of Commerce	Commerce	ICAI	CA
2018	04	Bachelors of Commerce	Commerce	ICFAI	CFA
2018	03	Bachelors of Commerce	Commerce	IBS, Hyderabad	MBA
2018	01	Bachelors of Commerce	Commerce	IBS, Kolkata	MBA
2018	01	Bachelors of Commerce	Commerce	IBS, Mumbai	MBA
2018	01	Bachelors of Commerce	Commerce	Carlsbad, California	Graduate Diamond program
2018	01	Bachelors of Commerce	Commerce	CASS Business School, University of Bristol, UK	Masters in Finance
2018	01	Bachelors of Commerce	Commerce	Christ University, Bangalore	MBA
2018	01	Bachelors of Commerce	Commerce	Amity University	MBA
2018	01	Bachelors of Commerce	Commerce	Calcutta Media Institute	PGDM in Digital Marketing
2018	01	Bachelors of Business Administration	Management	California University	Masters Degree in Golf Course Management
2018	01	Bachelors of Business Administration	Management	CFA Institute, USA	CFA
2018	01	Bachelors of Business Administration	Management	Delhi School of Internet Marketing	Digital Marketing
2018	01	Bachelors of Business Administration	Management	Domus Academy, Milan	Masters in Fashion Brand

					Management
2018	01	Bachelors of Business Administration	Management	EXIN Interior Designing Institute	Advance Diploma in Interior Designing
2018	01	Bachelors of Business Administration	Management	IBS, Hyderabad	MBA
2018	01	Bachelors of Business Administration	Management	IBS, Kolkata	PGDM
2018	01	Bachelors of Business Administration	Management	IMI, Kolkata	PGDM
2018	01	Bachelors of Business Administration	Management	IMT, Nagpur	MBA
2018	01	Bachelors of Business Administration	Management	Institute and Faculty of Actuaries	Actuarial Science
2018	01	Bachelors of Business Administration	Management	ISB, Hyderabad	Post Graduation Program in Management
2018	01	Bachelors of Business Administration	Management	Jindal Global Law School, Sonipat	MBA
2018	01	Bachelors of Business Administration	Management	Kings College	Masters in Management
2018	01	Bachelors of Business Administration	Management	Lavonne Academy of Baking Science & Pastry Arts, Bangalore	Diploma in Baking and Pastry Arts
2018	01	Bachelors of Business Administration	Management	London School of Economics	Masters in Management
2018	01	Bachelors of Business Administration	Management	NIFT, Kolkata	Masters in Fashion Designing
2018	01	Bachelors of Business Administration	Management	NMIMS, Mumbai	MBA
2018	01	Bachelors of Business Administration	Management	Pearl Academy, Delhi	Masters in Fashion Designing
2018	01	Bachelors of Business Administration	Management	Pearl Academy, Mumbai	Masters in Fashion Designing
2018	01	Bachelors of Business Administration	Management	SIBM, Pune	MBA in Sport Management

2018	01	Bachelors of Business Administration	Management	The Institute of Chartered Accountants of India	CA
2018	01	Bachelors of Business Administration	Management	University of LEEDS, UK	Masters in Management
2018	01	Bachelors of Business Administration	Management	University of Melbourne	Masters in Management
2018	01	Bachelors of Business Administration	Management	XIM, Bhubaneswar	MBA

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	02	Divya Mehta (91028575) Nitika Agarwal (91024951)
SET	--	--
SLET	--	--
GATE	--	--
GMAT	--	--
CAT	01	Pratiksha Bajoria (7031848)
GRE	--	--
TOFEL	--	--
Civil Services	--	--
State Government Services	--	--
Any Other	--	--

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
Annual Sports (Main Campus)	Inter-department	77
Annual Sports (Management Campus)	Intra-department	300
Annual Show (Main Campus)	Inter-department	646
Annual Show (Management Campus)	Intra-department	350
Fest (Invictus 2020) (Management Campus)	Inter-college	72
Cricket Tournament (Birla Champions League, 2018) (Management Campus)	Intra-department	140
Football Tournament (Birla Premier League 2018) (Management Campus)	Intra-department	120
Volley Ball Tournament (Management Campus)	Intra-department	40
Throw Ball (Girls) Tournament (Management Campus)	Intra-department	48
Basketball Tournament (Management Campus)	Intra-department	32
Indoor Games Competitions (Badminton Chess, Sudoku & Carom) (Main Campus)	Intra-department	22

5.3 Student Participation and Activities

5.3.1   Number of awards/medals for Outstanding Performance In Sports/Cultural Activities At National/International Level (award for a team event should be counted as one)

Year	Name of the award/ medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Runners-Up Position for the Play, 'Baiju Bawra and Tansen' in the Theatre Festival, 'Short and Sweet' organized by Binjola Films	International	00	01	19HD1022	Ms. Vanshika Pasari, 2nd year HD student
2018	1st prize at the All India level for the Best Display of Footwear and Handbags by the Future Group	National	00	01	15TCFS1024 15TCFS1030	Ms. Surbhi Singhi & Ms. Akansha Goyal, 3rd year TCFS students
2017	Player of the Match (Basket Ball) under the national sports festival – URJITA organized by Sukriti Samiti under Akhil Bhartiya Maheshwari Mahila Sangathan	National	01	00	15CD1195	Ms. Urvashi Mundhra, 3rd year B.Com (Marketing specialization) student
2018	Runners-up position) trophy in Kolkata Masters 2018 Tournament organized by Indian Golf Union Eastern India Amateur Golf Feeder Tour	National	01	00	16PC102	Ms. Geetika Ahuja, 2nd year M.Com student
2018	2nd position in the Tollygunge Ladies Open Amateur Golf Championship 2018	National	01	00	16PC102	Ms. Geetika Ahuja, 2nd year M.Com student

2018	Runner's Up Trophy in Tolly Classic Golf Tournament organized by Indian Golf Union	National	01	00	16PC102	Ms. Geetika Ahuja, 2nd year M.Com student
2017	Gold Medal (1st position) at a State Level Taekwondo Tournament	State	01	00	15FSNM1022	Ms. Preeti Srivastava, 3rd year FSNM
2018	Best Male Player of the Tournament at the Kolkata Police Table Tennis Friendship Cup 2018 organized by South-West Behala Division	Regional	01	00	10	Mr. Arnab Agarwal, 3rd year BBA student
2017	1st position in the Monsoon Cup 2017 (Golf)	Club	01	00	16PC102	Ms. Geetika Ahuja, 2nd year M.Com student
2018	1st Position at the Tolly Cup 2018	Club	01	00	16PC102	Ms. Geetika Ahuja, 2nd year M.Com student

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college involves the students who are its primary stake holders to in most facets of its functioning and in such spheres of activity which are statutorily permissible. Students can be members of several college Clubs and exhibit their skills and talents. They are given platforms to share their feedbacks, views, suggestions, opinions and grievances if any.

The Institute has two students' representative bodies which play an important role in maintaining a collaborative relationship between the students on one hand, and the faculty and management on the other. The two bodies are Students' Administrative Body (SAB) and Students' Council Body (SCB). Both the two bodies are completely apolitical. The members of the SAB are called the Class Representatives (CR) and each represents a particular class / year of a department. The CR coordinates class activities and college events and other student-driven activities and contributes to the smooth running of the activities.
The SCB members form the highest representative body for the students at the Institute. A SCB member represents a particular class/year of either the Science or the Commerce departments. They directly report to the Principal.

At the Management Campus, there is a Students' Council comprising of class representatives (CRS) and assistant class representative (ACRs). Students from each class/section elect one CR and one ACR from among its ranks. The CRs and ACRs liaison on behalf of the class with the faculty and the management. They help in coordinating and organizing student-driven activities.

Students' representation on various academic and administrative bodies is also in place. Students are included as student-editors in the Editorial Board for the College Magazine (Main Campus) and Newsletter (Management Campus). Student representation is a must in activity related committees for celebratory days like Independence Day, Republic Day and Basant Panchami.

Students play a very crucial role in organizing inter-college fests, namely, Commercio Conclave and Verve (Main Campus), and Invictus (at the Management Campus). They form their own committees/groups to oversee all aspects of the event - from funding, planning and organizing, corporate communication and operations and guided by a faculty group. The success of all student driven activities depends on their administrative acumen and contribution.

5.4 Alumni Engagement

5.3.1   Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

The Institute has a registered alumni association (Registration of the MOA of Association was done with the Office of Registrar of Firms, Societies & Non-trading corporations, West Bengal in 2004) under the name of Smt. J.D. Birla Institute. The Institute has since been rechristened twice to Smt. J.D. Birla Institute in 2005, and finally to J.D. Birla Institute in 2010.

The Alumni Association provides an informal database of students' progression during interactions. The alumni progression is tracked and recorded through the alumni association. The Alumni Association runs with a peer team which includes President (Alumni), Vice President, Secretary, Joint Secretary and Treasurer. The Principal is an ex officio president of the association and an alumnus of the Institute. The secretary of the association is also a faculty member of the institution. This helps in taking the right and timely decisions.

There are currently over 1742 members of the association and 12- elected executive member who oversees the functioning of the Association.

The Alumni are even invited as resource person for conducting seminars, workshops and guest lectures and contributes to the development of the Institute. Many of the alumni are well placed and some recruit/or employ students as interns in their organizations. Alumni members also help in organizing events and occasionally sponsor events or provide funds.

5.3.2   No. of registered enrolled Alumni:

1742

5.3.3   Alumni contribution during the year (in Rupees):

80000

5.3.4   Meetings/activities organized by Alumni Association:

- Two- day workshop on Charcoal Sketching conducted by Ms. Gunjan Daga, an Alumnus on 17/08/2017 & 18/08/2017. Sixty-nine students participated in the workshop.
- Alumni Meeting: 08/09/2017 & 08/01/2018

CRITERION-VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1   Institutional Vision and Leadership

6.1.1   Mention two practices of decentralization and participative management during the last year (maximum 500 words)

JDBI JDBI follows a decentralised and participatory management strategy. The College has a defined organisational structure that includes several bodies and committees, with well defined processes and roles for members. Regular participatory meetings are arranged for everyone to discuss, suggest and voice concerns.

PRACTICE-I: Hierarchical Division of Work

The Institute's top management offers the Principal complete autonomy and flexibility in leading all academic and administrative activities. The Institute follows a hierarchical system of governance under guidance from the Governing Body. The Governing Body meets at regular intervals and takes the necessary steps to identify future goals and ensures prompt execution of the targets set.

The Institute has six academic departments, each of which is led by a Head who is also a whole-time permanent faculty of the concerned department of the Institute. Heads of Departments discharge their duties with respect to the academic matters of their respective departments under well defined roles and responsibilities. They report directly to the Principal and at the same time, they have the authority to take suitable academic decisions suited to their respective needs. The Heads of Departments hold regular departmental meetings with all their departmental faculties to discuss matters pertaining to their department as per their individual needs. All academic activities are conducted as per the academic calendar and for conducting other co-curricular and extra-curricular activities, matters after discussion with departmental faculties is finalized by the HoD Forum comprising of all the HoDs in the presence of the Principal. Following this, a plan-report is presented by the concerned HoD to the Principal for her consideration. The Principal constitutes a Special Committee as recommended by the HoD Forum, for execution of the activity and this committee has to submit an action taken report after the activity is over.

Some non-statutory committees (Library Advisory Committee, Research Committee, Admission Committee, and Examination Committee) have also been constituted for smooth execution of Academic matters. Recommendations by these committees are taken into account while making decisions.

PRACTICE-2: Participatory Decision Making through College Committees

At the core of this decentralized process, is the statutory HoD Forum (de facto the Academic Council) of which all Heads of Departments are the members. Several committees undertake different college activities: Admission Committee, Examination Committee, Time Table Committee, Research Committee, LRC Committee, Sports Committee, Cultural Committee. Apart from these committees, other committees are also formed by the Principal for carrying out

college activities that involve both academic and administrative processes and are overseen by nominated teacher in-charges who carry out the activities as they see fit after consulting with students and other college teachers and personnel. It is ensured that there is all round participation of students and leadership and organizational activities is encouraged by the committees.

The college also has a Student Council body & Students Administrative body that are proactive in bringing the student issues to the concerned authorities and assists in bridging the gap between the administration and the students.

6.1.2   Does the institution have a Management Information System (MIS)?
        Yes/No/Partial

Partial

6.2   Strategy Development and Deployment

6.2.1   Quality improvement strategies adopted by the institution for each of the following
        (with in 100 words each):

Curriculum Development
The College is affiliated to Jadavpur University and strictly follows the syllabus of University for all the Undergraduate and Postgraduate courses. Every 3-5 years, the Institute updates their curriculum. Feedback is gathered from students, alumni, and industry professionals and revisions are made to match industry demands. College faculty collaborate with professionals in the area to build curricula for value-added and bridge courses offered by various departments.

Teaching and Learning
Before the semester begins, each faculty member prepares subject wise lecture plans based on the curriculum. The concerned HoDs checks for adherence to the lecture plans fortnightly. Students' attendance in class and participation in assignments are rigorously tracked. Outside of class, students are encouraged to approach their lecturers for clarification on specific elements of the course. Teachers are urged to keep up to date and use an ICT-based approach to teaching and learning. For this the IT infrastructure at the college is well-maintained and augmented from time to time.

Every year IQAC of the college organizes professional development programmes for teaching staff of the college to orient them on latest teaching technologies methodologies. IQAC of the college monitors the teaching and learning process by collecting students' feedback on every teacher of the institution. Reports showing the students feedback on their teachers were distributed to all the teachers individually through head of the institution in one to one interaction. Principal appreciate teachers having positive impressive feedback and motivate other teachers to improve and overcome their weaknesses as shared by the students through feedback. Awards are also constituted by the college management to motivate the faculty to excel.

Examination and Evaluation
Despite the fact that the examination process is governed by the norms of the affiliating university, the college has a defined internal protocol for all examination-related duties. The Principal oversees and supervises all associated activities, with active assistance from examination officials. The College conducts internal class tests and class assignment for all

programmes as a part of continuous internal evaluation. The timelines for the same are reflected in the Academic Calendar prepared at the beginning of each academic session. Performance of the students is evaluated on the basis of internal tests, term end-semester examinations and Subject specific project assigned to them. The performance outcomes of all assessments are shown to the students in a transparent manner and their grievances, if any are addressed.

Research and Development
All faculties are encouraged to participate in research and development at the Institute. They are motivated to present papers in National and International conferences and to publish books and research papers in peer reviewed journals with impact factor. A Research Committee convened by a faculty member oversees the adherence to all ethical norms in research and provides guidance for improvement in any specific area.

Two teachers were encouraged through cash award, trophy and certificate for publishing minimum two papers in reputed peer reviewed journals.

Library, ICT and Physical Infrastructure / Instrumentation
Use of ICT is promoted in library which is automated. To introduce and encourage students to use books and e-resources, the librarian conducts orientation sessions at the start of every academic session for the newly admitted students. The Learning Resource Centre (LRC) of the Main campus organized a two day book exhibition-cum-sale on 23rd & 24th November, 2017 at the Institute premises.

A large number of books on a wide variety of subjects were exhibited by 17 leading publishers, distributors and sellers not only from the city but also from the national capital.

Human Resource Management
The HoD Forum of the institute analyses the manpower need of the institution at the beginning of every academic year. Applications of qualified candidates are invited through advertisements on the vacant posts in local and national newspapers as well as the college website. Panel interviews are conducted for shortlisted candidates. Candidates are also called for demo lectures. Selection of the candidate is done by the interviewing panel comprising of two external experts.

Regular meetings were held with teachers and staff to resolve issues and matters. Faculty members were urged to plan for promotions and submit applications through CAS.

Industry Interaction / Collaboration
Efforts are made to establish and maintain positive relationships with a variety of organisations and companies, as well as to form collaborative industry-academic alliances. Internships are available at reputable companies. Students are exposed to industry knowledge through lectures, workshops, and field trips, among other activities. With an objective to improve employability of students, speakers from industries are invited to interact with them, and conduct seminars / workshops. This gives pupils a once-in-a-lifetime opportunity to apply theoretical topics in a practical setting. Memorandums of Understanding (MoU) have been established with institutes, with the component of learning focusing on the application of theory in an authentic industry situation. In collaboration with industries, the placement cell organises career assistance and counselling, as well as campus interviews. The Institute welcomes feedback and support from the industry.

Admission of Students
Every year the members of the admission committee of the Institute complete the admission

work efficiently in fair manner. To make the admission process flawless every year all the members of admission committee are oriented about the admission process norms to be followed while admitting students in the institution. To make admission process smooth apart from displaying detailed admission notices volunteers are made available adjacent to reception to direct guide parents and students visiting institution for admission purpose.

Regular contact with candidates is maintained through telephone and email and their problems were addressed.

6.2.2   Implementation of e-governance in areas of operations:

Planning and Development
The departments of the College are provided with internet connections with access to emails. Important correspondences related to day to day work are communicated through emails. Every department maintains depository of documents related to the record of the students, staff members and the activities and programmes of the department. The management keeps in touch with the institutional head and give suggestions through various visits to college.

Administration
The Management, Principal, teaching and non-teaching staff members interact through emails for the day to day functioning and allocation of work. Office uses LAN based software system for faster communication. Records are kept in physical and digital formats for easy retrieval and storage. The Library and Examination department uses IT based facilities for their day to day functioning very effectively.

Finance and Accounts
All financial information is maintained through Tally. Record of the students is maintained in digital format. The salaries records of the staff are maintained by the accounts department in excel sheets and the information is commonly shared through email with staff whenever required.

Student Admission and Support
The admission process in the College is governed by the extant rules, regulations and guidelines of the Jadavpur University. The website provides students with easy access to information on rules and regulations, faculties, and student support services placement activities. Emails are used to provide support to students during the admissions process. A separate section on Admission was created on the institutional website to disseminate guidelines and relevant information regarding the admission process. Academic support and remedial coaching is provided to weak students. Freeship is provided to the financially/economically weak and scholarship to the toppers in the final year. Psychological counselling and career counselling as provided to all students.

Examination
While the University is in charge of the examination schedule, the College takes proactive steps to ensure that students receive appropriate and timely information. Notifications about the examination, such as the submission of the examination form and the examination date, are posted on the college website in a timely manner. Students are also informed about the collecting of internal assessment report cards, admission cards, grade cards, degree certificates, and other examination-related requirements via internet means. Similarly, all faculty members are informed of their examination responsibilities. Internal assessment records, such as attendance, internal assessment, and assignment records, are also available on the college website.

6.3   Faculty Empowerment Strategies

6.3.1   Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support (Rupees)
2017	Prof. Deepali Singhee (Principal & Professor)	Presented two papers at the National Seminar on Sustainable Fashion: Creating Global Vision organized by the Department of Fashion & Textiles, the IIS University, Jaipur on 15th & 16th September 2017. • Oral presentation on Eco-friendly dyeing of crepe silk fabric with waste from almond shells (*P. Amygalus L.*) • Poster presentation on Development of nursery prints from motifs found on the walls of ancient Indian monuments	Nil	6400
2017	Dr. Anindita Deb Pal (Assistant Professor, Food Science & Nutrition Department)	, Epstein barr virus latent membrane protein 2a induces down regulation HLA class Ia in gastric cancer cells Presented a paper at the International Cancer Conference on Cancer in a New Way: Innovation, Prevention, Diagnosis and Cure organized by World Science Congress at Science City on 20th September 2017	Nil	6500
2017	Ms. Khusboo Thakker (Assistant Professor, Commerce Department)	Presented a paper, Asset liability management in commercial banks in India at the National Conference on Finance and Applied Economics organized by Marathwada Mitra Mandal's Institute of Management Education Research & Training in association with The Indian Econometric	Nil	18040

		Society, New Delhi (TIES) on 7th & 8th October 2017 at Pune		
2017	Ms. Jincy Abraham (Assistant Professor, Food Science & Nutrition Department)	Presented a paper, Study on the efficacy of mixture of aloevera-xanthan gum gel in enhancing the shelf-life of guava at the 49th Annual Nutrition Conference on Biodiversity, Traditional Knowledge and Wellness: Connecting Global Priorities organized by Nutrition Society of India from 2nd to 4th November 2017 at Assam Agricultural University, Jorhat, Assam.	Nil	6070
2017	Ms. Khusboo Thakker (Assistant Professor, Commerce Department)	Presented a paper, Asset liability management in commercial banks in India at the 2-day International Conference on Emerging Perspectives in Commerce, Economics and Management – Policies for a Better World organized by Department of Commerce and Business Administration, St. Xavier's College (Autonomous) in collaboration with St. Xavier's University, Kolkata on 2nd & 3rd November 2017	Nil	1000
2017	Mrs. Basudha Mukhopadhyay (Assistant Professor, Commerce Department)	Presented a paper, An analysis of social demographic patterns of child under-nutrition trend in India using national family health surveys at the 2-day International Conference on Emerging Perspectives in Commerce, Economics and Management – Policies for a Better World organized by Department of Commerce and Business Administration, St. Xavier's College (Autonomous) in collaboration with St.	Nil	1000

Year						
		Xavier's University, Kolkata on 2nd & 3rd November 2017				
2017	Dr. Adrija Sarkar (Assistant Professor, Food Science & Nutrition Department)	Presented a paper, Occupational cancers: prevalence, sample studies and development of preventive antioxidant rich chewing gums under the Biological Science category of Oral presentations at the 7th International Science Congress Conference on Widespread Research: Strengthening Nations and Spreading Happiness organized by College of Science and Technology, Royal University of Bhutan and International Science Community Association on 8th and 9th December 2017 at Phuentsoling, Bhutan	Nil	8740		
2018	Ms. Swapnapriya Sethy (Assistant Professor, Commerce Department)	Attended a one day workshop on 'Stock Market Investing' Calcutta Business School , Kolkata on 20th January 2018	Nil	1500		

6.3.2 **NUMBER OF PROFESSIONAL DEVELOPMENT / ADMINISTRATIVE TRAINING PROGRAMMES ORGANIZED BY THE COLLEGE FOR TEACHING AND NON TEACHING STAFF** during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From Date	To Date	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2017	Special Lecture on the New Process of NAAC Assessment and Accreditation	Nil	10/11/2017	10/11/2017	50	00
2017	Workshop on Stress Management and Meditation	Nil	06/12/2017	06/12/2017	44	00
2018	Special Lecture on Career Advancement	Nil	18/01/2018	18/01/2018	41	00

2018	Interactive session on the New Procedures of NAAC	Interactive session on the New Procedures of NAAC	17/05/2018	17/05/2018	51	35
2018	Session on Innovative Pedagogy for Better Engagement of Students	Session on Innovative Pedagogy for Better Engagement of Students	12/02/2018	12/02/2018	13	02
2017	Session on Case Study of South-West Airlines were conducted	Nil	09/08/2017	09/08/2017	12	00
2017	Session on Finance & Banking was conducted	Nil	20/09/2017	20/09/2017	12	00
2018	Investment Awareness Programme Initiated by SEBI	Nil	12/04/2018	12/04/2018	14	00
2018	Special Meditation Session	Special Meditation Session	11/01/2018	11/01/2018	11	02
2018	Session on Effective Research Methodology	Session on Effective Research Methodology	20/04/2018	20/04/2018	11	02
2018	Session on How to make Research Effective	Session on How to make Research Effective	21/04/2018	21/04/2018	11	02
2018	Panel Discussion on Industry-Academia Interface	Panel Discussion on Industry-Academia Interface	20/04/2018	20/4/2018	11	02

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To Date	Duration (in day)
Special Refresher Course Program in Biotechnology organized by UGC-HRDC, University of Calcutta	01	06/11/2017	26/11/2017	20
Refresher Course on Women's Studies organized by UGC-HRDC, University of Calcutta	01	15/02/2018	09/03/2018	23

45th Refresher Course on Commerce & Management organized by UGC-HRDC, Sardar Patel University, Anand, Gujarat	01	18/06/2018	08/07/2018	21

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
00	09	00	04

6.3.5   Welfare schemes for

Teaching	Provident fund with equal contribution on basic salary and DA by employer, group insurance, mediclaim insurance, accidental insurance (upto Rs. 10,000/-), ex-gratia, LTA, earned leave, duty leave, maternity leave, reimbursement for participation in course/seminar/conference, cash award for outstanding performance and publishing papers, free team building excursion and picnic, individual workstation and personal computers, tea and coffee (thrice a day).
Non teaching	Provident Fund with equal contribution on basic salary and DA by employer, group insurance, mediclaim insurance (Group-C and Group-D), accidental insurance (upto Rs. 10,000/-), LTA, education allowance for children (Group-C and Group-D), performance incentive (Group-B), festival advance (Group-C and Group-D), festival grant (Group-C and Group-D), ESI scheme (for staff with salary below Rs. 15,000/- pm), earned leave, maternity leave, cash award for outstanding performance (Group-D), free team building excursion and picnic (Group-B and Group-C), uniform, sweater, shoes and umbrella given every year (Group-D), a soap and washing allowance every month (Group-D).
Students	Accidental insurance (upto Rs. 10,000/-), merit-cum-means freeship, scholarship in the final year to the topper.

6.4   Financial Management and Resource Mobilization

6.4.1   Institution conducts internal and external financial audits regularly (within 100 words each)

Internal audit of all financial transactions done throughout a financial year. The goal is to ensure that all financial obligations are met. The College accounts office handles the records of staff salaries and also maintains the books of accounts for every transaction between the College and its stakeholders.

An internal financial committee conducts an internal audit every six months. The Principal receives the report and forwards it to management. The books of accounts are audited every year by the external auditors to ensure transparency. The firm (B. K Shroff & Co.) conducts a quarterly audit of its books and accounts, as well as bank statement reconciliation. At the end of the financial year, the external auditors finalize the accounts and prepare the balance sheet. The same is presented to the Governing Body by the Principal for its necessary ratification.

6.4.2   Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year (not covered in Criterion-III)

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
Padma Plywood Pvt. Ltd.	75,000/-	Inter-college Fest, Commercio Conclave
Curles N Curves Beauty Services	30,000/-	Inter-college Fest, Commercio Conclave
SA Chaudhuri and Associates	20,000/-	Inter-college Fest, Commercio Conclave
Constructive Constructions	20,000/-	Inter-college Fest, Commercio Conclave
Pearamjit Singh	10,000/-	Inter-college Fest, Commercio Conclave
Shree Balaji Marbles	10,000/-	Inter-college Fest, Commercio Conclave
Jain Marbles	10,000/-	Inter-college Fest, Commercio Conclave
Astha Designer Sareea UO Samridhi DT PL	10,000/-	Inter-college Fest, Commercio Conclave
Bhagwati Sons Vyaapar Pvt. Ltd.	10,000/-	Inter-college Fest, Commercio Conclave
Abhinandan International	50,000/-	Inter-college Fest, Commercio Conclave
Swarn Wellness	20,000/-	Inter-college Fest, Commercio Conclave
Century Plyboards India Ltd.	10,000/-	Inter-college Fest, Commercio Conclave
APSOM Technologies	30,000/-	Inter-college Fest, Commercio Conclave
D. P. Enterprise	30,000/-	Inter-college Fest, Commercio Conclave
Senco Gold Ltd.	50,000/-	Inter-college Fest, Commercio Conclave
Aadinath Laminate	20,000/-	Inter-college Fest,Verve
Mayank Joshi (News Real Estate Company)	100,000/-	Inter-college Fest, Verve
Ramesh Kejriwal	10,000/-	Inter-college Fest, Verve
B.C. Jain Jewellars (Vivek) Pvt. Ltd.	30,000	Inter-college Fest, Verve
Supernova Pharmacy	10,000/-	Inter-college Fest, Verve
NRA Infrastructure Pvt. Ltd.	30,000/-	Inter-college Fest, Verve
Tirtha Pratim Kundu (Well wisher)	5,000/-	Inter-college Fest, Verve
L.T.Elevator Pvt.Ltd.	50,000/-	Inter-college Fest, Verve
M D Computers Pvt.Ltd.	20,000/-	Inter-college Fest, Verve
Packman	10,000/-	Inter-college Fest, Verve
Balaram Mullick & Radharaman Mullick	10,000/-	Inter-college Fest, Verve
Lux Industries Ltd.	35,400/-	Inter-college Fest, Verve
SA Chaudhuri and Associates	20,000/-	Inter-college Fest, Verve
Harshwardhan Gems Pvt.Ltd.	10,000/-	Inter-college Fest, Verve
Omnifin Solution	25,000/-	Inter-college Fest, Verve
GGC Industries Pvt. Ltd.	20,000/-	Inter-college Fest, Verve
Vijay Ply And Boards	5,000/-	Graduating Fashion Show
Sri Ganesh Plywood Agenct	4,000/-	Graduating Fashion Show
N Mistry & Son	3,000/-	Graduating Fashion Show
Bharat Plywood agaency	5,000/-	Graduating Fashion Show
Suman Creation	3,000/-	Graduating Fashion Show
Karuna Creation Private Limited	25,000/-	Graduating Fashion Show
Rashmi Kothari	5,000/-	Graduating Fashion Show
Rahim Brothers & Company	10,000/-	Graduating Fashion Show
Ashoka Steel Enterprises	10,000/-	Graduating Fashion Show
Onaya Fashions Private Limited	15,000/-	Graduating Fashion Show
S. A. Construction	10,000/-	Graduating Fashion Show
Inter Trade	10,000/-	Graduating Fashion Show
Jain Creation	10,000/-	Graduating Fashion Show
Suresh Mohta / Gouardhan Das Mohta	10,000/-	Graduating Fashion Show
Alam Construction	10,000/-	Graduating Fashion Show
Kishan Kumar Agarwalla	10,000/-	Graduating Fashion Show
P.S. Group Realty Limited	50,000/-	Graduating Fashion Show
Shivmani Exports Pvt. Ltd.	10,000/-	Graduating Fashion Show
R. Sahani Wastepaper	5,000/-	International Womens' Day

Milan	10,000/-	International Womens' Day
Ganges Gardens Realtors Pvt. Ltd.	20,000/-	International Womens' Day
Cardex India	10,000/-	International Womens' Day
B.C. Jain Jewellers Pvt. Ltd.	10,000/-	International Womens' Day
Mitesh C. Sheth	30,000/-	International Womens' Day
Holo Image Pvt. Ltd.	20,000/-	International Womens' Day
Sreemayee Dasgupta	5,000/-	International Womens' Day
Parts Corporation of India	20,000/-	International Womens' Day
Aarifa International	5,000/-	International Womens' Day
Shree Trading Agency	5,000/-	International Womens' Day
Anupam Traders	10,000/-	International Womens' Day
Syed Zubain Ahmed	5,000/-	International Womens' Day
Srei Equipment Finance Limited	5,0000/-	International Womens' Day
Bentec India Ltd.	5,0000/-	Inter-college Fest, Invictus
Skipper Furnishing Pvt. Ltd.	5,000/-	Inter-college Fest, Invictus
Pioneer Packaging Industries Pvt. Ltd.	5,000/-	Inter-college Fest, Invictus
Eastern Financiers Limited	2,500/-	Inter-college Fest, Invictus
Rishab Enterprise	5,000/-	Inter-college Fest, Invictus
Subir Udyog Limited	20,000/-	Inter-college Fest, Invictus
Autolec International Pvt. Ltd.	50,000/-	Inter-college Fest, Invictus
N N Ispat Pvt. Ltd.	40,000/-	Inter-college Fest, Invictus
Jajodia Advisors Services Pvt. Ltd.	5,000/-	Inter-college Fest, Invictus
Soha Udyog	2,500/-	Inter-college Fest, Invictus
Anushree Textile	10,000/-	Inter-college Fest, Invictus
Komal Sureka	7,500/-	Inter-college Fest, Invictus
Shri Sai Kripa Pvt. Ltd.	35,000/-	Inter-college Fest, Invictus
Axis Bank Ltd.	20,000/-	Inter-college Fest, Invictus
Niht Infosolution Pvt. Ltd.	15,000/-	Inter-college Fest, Invictus
Milan	5,000/-	Inter-college Fest, Invictus
G.P.Agarwal & Associates	5,000/-	Inter-college Fest, Invictus
Keshri & Company	2,500/-	Inter-college Fest, Invictus
Vicom Security Pvt. Ltd.	5,000/-	Inter-college Fest, Invictus
Mohammad Kumar Farooque	5,000/-	Inter-college Fest, Invictus
Manisha Creations	10,000/-	Inter-college Fest, Invictus
Jalan Jewellers Pvt. Ltd.	5,000/-	Inter-college Fest, Invictus
Laser Power & Infra Pvt. Ltd.	100,000/-	Inter-college Fest, Invictus
Devanshi Shah	10,000/-	Inter-college Fest, Invictus
Shresth Kedia	15,000/-	Inter-college Fest, Invictus
Saraf Gurukul Pvt. Ltd.	20,000/-	Inter-college Fest, Invictus
Turtle Ltd.	70,000/-	Inter-college Fest, Invictus
Café Bindas	10,000/-	Inter-college Fest, Invictus
Sajjan Kumar Poddar	2,500/-	Inter-college Fest, Invictus
Ever Green Syndicate	2,500/-	Inter-college Fest, Invictus
Tirupati Projects	15,000/-	Inter-college Fest, Invictus
Rahees Hair Studio	10,000/-	Inter-college Fest, Invictus
Sjc Institute Llp	20,000/-	Inter-college Fest, Invictus
Oscar Housing Pvt. Ltd.	5,000/-	Inter-college Fest, Invictus
Aawrun Furnishing Pvt. Ltd.	120,00/-	Inter-college Fest, Invictus
Education India Pvt. Ltd.	15,000/-	Inter-college Fest, Invictus
Endevar Careers	25,000/-	Inter-college Fest, Invictus
Praveen Saraf	5,000/-	Inter-college Fest, Invictus
Agarwal Pipe & Fittings	18,500/-	Inter-college Fest, Invictus
Bluevista International Limited	35,000/-	Inter-college Fest, Invictus

Total corpus fund generated: 2008900

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	Yes	HoD Forum
Administrative	No	--	Yes	Principal

6.5.2 Activities and support from the Parent-Teacher Association (at least three)

Parent-teacher meetings are held on occasion to discuss low attendance and when students go on internships outside of the city. Parents meet teachers when they drop off and pick up their children at the station/airport on educational excursions.

6.5.3 Development programmes for support staff (at least three)

1. Team- building Initiative: Two days team-building excursion was organized for all non-teaching staff (barring group-D) to foster team spirit.
   - Main Campus: to Vedic Village Resort on 26th & 27th December, 2017
   - Management Campus: to Country Club Chanakyapuri, Kolkata on 19th January, 2018

6.5.4 Post Accreditation initiative(s) (mention at least three)

1. Upgradation of the infrastructure and laboratories - one entire floor with additional classrooms, staffrooms, computer laboratory, food court and recreation zone was added at the main campus.
2. Curriculum was revised twice across all the departments and initiative to introduce of Choice Based Credit System was initiated.
3. Common and allied examination rules and regulations across all courses were framed.
4. LRC (library) at both the campuses were automated and partially digitalized.
5. Meaningful community outreach programmes and social activities were planned and implemented and another unit of NSS with 100 volunteers was added (for the Management Department).
6. Several green campus initiatives were taken and solar panels were installed

6.5.5

a. Submission of Data for AISHE portal : (Yes /No)
b. Participation in NIRF   : (Yes /No)
c. ISO Certification   : (Yes /No)
d. NBA or any other quality audit : (Yes /No)

6.5.6 NUMBER OF QUALITY INITIATIVES UNDERTAKEN DURING THE YEAR

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration from	Duration to	Number of participants
2017	Students Feedback on Teachers (Odd Sem)	22/11/2017	22/11/2017	22/11/2017	1611
2018	Students Feedback on Teachers (Even Sem)	08/05/2018	08/05/2018	08/05/2018	1248
2017	Annual Appraisals of Faculty	21/08/2017	21/08/2017	28/08/2017	61
2017	Orientation (1st year) & Re-orientation (2nd & 3rd year) U.G. students	03/07/2017	03/07/2017	05/07/2017	980
2017	Orientation (1st year) & Re-orientation (2nd year) P.G. students	08/07/2017	08/07/2017	08/07/2017	85
2017	Session on NAAC Accreditation process	10/11/2017	10/11/2017	10/11/2017	50
2017	International Workshop on Indigo by Textile Science, Clothing & Fashion Studies Department	11/11/2017	11/11/2017	12/11/2017	124
2017	National Conference on Dynamics of Global Business Environment: Issues and Challenges by Commerce Department	31/08/2017	31/08/2017	01/09/2017	750
2018	Panel Discussion on Post Budget Insight: Connecting the Dots for a Better Idea' by Commerce Department	07/02/2018	07/02/2018	07/02/2018	203
2018	National Seminar on Nutrition Therapy by Food Science & Nutrition Management Department	21/02/2018	21/02/2018	21/02/2018	149
2018	National Seminar on Disability, Accessibility & Equality' by Human Development Department	21/03/2018	21/03/2018	21/03/2018	88
2018	National Seminar on Nutricon 2018: Food Adulteration: Terror on My Plate by Food Science & Nutrition Management Department	23/03/2018	23/03/2018	24/03/2018	149
2018	National Seminar on Recent Trends in Eco-friendly Textiles & Sustainable Fashion' by Textile Science, Clothing & Fashion Studies Department	27/03/2018	27/03/2018	28/03/2018	80
2018	National Seminar on Building Materials in Contemporary Interiors by Interior Designing Department	05/04/ 2018	05/04/ 2018	05/04/ 2018	139
2018	National seminar on Sustainable Innovations in Business and Commerce by Commerce Department	19/04/ 2018	19/04/ 2018	20/04/ 2018	750

CRITERION-VII: INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Participants	
			Female	Male
International Women's Day 'Press for Progress'	08/03/2018	08/03/2018	388	30

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources

Environmental Studies is a core paper taught across all courses. The Institute takes steps to create environmental consciousness among students and staff and has two specialised environmental societies/clubs one in each of its campus: the Nature Club on the Main Campus and Jal Shakti on the Management Campus. The clubs, in collaboration with NSS, have organised a number of events aimed at raising environmental awareness and sense of responsibility among the young and general public.

1. A 30 kwp solar PV plant has been installed on the roof of the Main Campus to generate alternative solar energy.
2. Conscious efforts are made to turn off lights and fans when not in use, and placards are posted in all classrooms and laboratories (Main Campus).
3. NSS (Management) potted plants in the campus and placed stickers on switch boards to create awareness on saving electricity as a part of the green initiatives.
4. Awareness campaign on water conservation, Pani Bacho conducted by NSS (Science) in collaboration with Save the Children (NGO) and with assistance from Development Research Communication & Service Centre (DRCSC) through a skit, Nukkad Natak at various community centres (Bastuhara -Ward 57, Mallickpara - Ward 58, Muslim Camp - Ward 58, Beckbagan - Ward 57, Shuormari - Ward 58 and Boishali - Ward 58) on 21st & 23rd March, 2018.
5. Session on saving life through saving water, Save Water Save Life by NSS (Science) in association with the Nature Club of the college from 5th to 14th September, 2017.
6. Lecture-cum-workshop on vermi-composting was organized NSS (Science) in association with the Nature Club of the college on 25th July, 2017.
7. NSS (Science & Commerce) in association with the Nature Club planted seasonal vegetables like bitter gourd, curry leaves, basil leaves and green chilly in the kitchen garden at the college (Main Campus).
8. A garden made from recycled waste products like drums, scooters, hospital stands, nuts & bolts, metal chips, etc was set up by NSS (Science) in association with students from the Interior Designing Department.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	None
Provision for lift	Yes	None
Ramp/ Rails	Yes	None
Braille Software/facilities	No	None
Rest Rooms	No	None

Scribes for examination	No	None
Special skill development for differently abled students	No	None
Any other similar facility	No	None

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2017	00	01	13/11/2017 to 20/11/2017 (8 days)	NSS camp on Reshaping Young Minds	Enhancing self confidence among the children from Sanlaap Home (NGO) and suggesting ways to reduce stress and anxiety through various activities	71
2018	00	01	(26/03/2018 to 04/04/2018 (7 days)	NSS camp on Jewellery Making	Economic empowerment from Seva Kendra Calcutta (NGO) through training in skill enhancement and generation of additional income through self-employment	10
2018	00	01	16/04/2018 (1 day)	Training underprivileged women on making dolls from fabric waste	Empowerment of women from Disha Foundation (NGO) through training in skill enhancement and generation of additional income through self-	09

						employment	
2017	00	01	12/08/2017 (1 day)	Session on 'Curbing Malnutrition' through demonstration on preparation of low-cost recipes	Outreach activity to create awareness on importance of proper nutrition vis-s-vis growth & development of children and to fight against under-nutrition through through demonstration on preparation of low-cost recipes to inmates of Ektara Foundation (NGO)	22
2018	00	01	20/02/2018 (1 day)	Awareness on basic health and hygiene	Importance of personal hygiene and sanitation was taught though presentations to children from The Refuge (NGO)	21
2017	00	01	01/08/2017 to 02/11/2017 (28 days)	Teaching Mathematics, English & Soft Skills	Outreach activity to promote literacy among underprivileged children from Tamas Society (NGO)	08
2018	00	01	6/03/2018 to 29/03/2018 (08 days) every Tuesday & Thursday	Assisting children of KG to class 6 to complete school work	Outreach activity to improve reading & writing skills of children from Disha Foundation (NGO)	13
2017	00	01	04/12/2017 (1 day)	Participation of underprivileged children in College Annual Sports (Main Campus)	Inclusive activity to promotes sporting activities and improve	28

					confidence of underprivileged children from Parichay, Ektara, Jungle Crow, Sahay & Save the Children (NGOs).	
2018	00	01	03/02/2018 (1 day)	Participation of underprivileged children in College Annual Sports (Management Campus)	Inclusive activity to promotes sporting activities and improve confidence of underprivileged children from Parichay, Ektara, Jungle Crow, Sahay & Save the Children (NGOs).	32

7.1.5 Human Values and Professional Ethics

Code of Conduct (Handbooks) for Various Stakeholders		
Title	**Date of Publication**	**Follow-Up (Maximum 100 Words Each)**
College Prospectus (department wise)	30/05/2017	A Rule book with regulations, disciplinary measures, examination rules and conventions to be followed in the LRC and laboratories is available in hard (booklet) and soft version (college website). Before the commencement of a new session, parents and guardians of the incoming students are handed a copy of the college rule book and a booklet on the guidelines and policies pertaining to ragging as prescribed by UGC and a briefing on the college's rules and regulations is given by the Principal through a ppt. Students have to sign the anti-ragging undertaking and return to college.

Orientation for new students is held on the first two days of the college (03/07/2017 & 04/07/2017), during which the principal, using a PowerPoint presentation, explains all rules and regulations to students and clarifies doubts, if any. Notices, banners, and signs on the code of conduct are posted throughout the campus and prominently displayed in the LRC and laboratories.

The college also has well prescribed service rule and a copy of the handbook is given to every whole time confirmed staff. |
College Rules	04/04/2017	
Laboratory & LRC rules and regulations	04/04/2017	
Anti-ragging Guidelines	15/05/2017	
Service Rules	25/03/2017	

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration from	Duration to	Number of participants
Awareness on Organ Donation by the NSS (Commerce) in association with YES Foundation and Centre for Youth (NGOs).	24/07/2017	24/07/2017	103
Awareness on Organ Donation by the NSS (Science) in collaboration with Anthyesti Foundation under the project AMRIT (NGO).	31/07/2017	31/07/2017	99
Special Lecture on Environment Fostering Ethical Values by Swami Shuddhidananda of Advaita Ashram, Ramkrishna Mission	11/08/2017	11/08/2017	63
Special Lecture on Corporate Ethics by Dr. R.P. Banerjee, Director & Dean of EIILM	17/08/2017	17/08/2017	63
Blood donation camp in association with Lions District 322B1 Blood Bank by NSS (Commerce).	14/09/2017	14/09/2017	60
Blood donation camp in association with Leo Club by NSS (Management).	31/10/2017	31/10/2017	159
Blood donation camp in association with Blood Connect and Lions District 322B1 Blood Bank by NSS (Science)	13/11/2017	13/11/2017	51
Session on Life Management by Swami Suparnanandaji Maharaj, Secretary from Ramakrishna Mission Institute of Culture, Golpark	06/12/ 2017	06/12/ 2017	60
Discourse on essence of the Bhagvad Gita in daily lives by Mrs. Jaya Row of Vedanta Vision, Mumbai	05/03/2018	05/03/2018	104
Session on motivating self & others by Prof. Madhumita Mohanty, Head, Department of MHRM, IISWBM)	20/03/2018	20/03/2018	75
An awareness lecture on ill effects of drugs & substance abuse	16/02/ 2018	16/02/ 2018	171
An awareness camp on ill effects of alcohol & substance abuse	05/03/ 2018	05/03/ 2018	98
Workshop for faculty on stress management and meditation by representatives from the Brahma Kumaris Rajyoga Meditation Centre, Kolkata	06/12/2017	06/12/2017	44
Special meditation session by Yogacharya Dr. Chanchal Roy	11/01/2018	11/01/2018	13
Self Empowered by representatives from the Brahma Kumaris Rajyoga Meditation Centre	23/04/2018	23/04/2018	98
Emotional Transformation by Chinmaya Mission, Kolkata	26/04/2018	26/04/2018	150
Stress Management & Mind Matters by Ms. Ritika Periwal,	30/04/2018	30/04/2018	150

Faculty, Art of Living for students			
The Power of Concentration by Swami Biswatmananda, General Secretary, Bharat Sevashram Sangha	30/04/2018	30/04/2018	101

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

Some green initiatives taken up by the Institute are listed below:

1. The institution is well maintained and well-kept. This is accomplished by a fleet of full-time housekeeping employees working under the supervision of the maintenance supervisor. Cleaning is carried out on a daily basis.
2. Thirty kWp Solar PV plant has been installed at the roof top of Main Campus. During the session July 2017 to June 2018, 17487 kwh was produced, 1895 kwh of power was injected and 16092 kwh of power consumed.
3. The Nature Club maintains the campus's greenery, including a vertical garden and a kitchen garden at the Main campus.
4. A buy-back programme is used to replace computer hardware.
5. Other furniture and recyclable waste is sold to a reputable scrap recycling company, and the proceeds are deposited in the Accounts office.
6. Dustbins are placed at every required place at the college campus and they are emptied on a daily basis. Garbage, is collected at college's rear side and removed by Kolkata Municipal Corporation.
7. Teachers and students are encouraged to re-purpose rejected materials in an effective and appealing manner. The NSS (Science) collaborated with the Interior Designing Department to create a garden out of recycled waste goods such as drums, scooters, hospital stands, nuts & bolts, metal chips, and so on.
8. A sanitary napkin incinerator has been installed in one of the college's washrooms for all female students and staff.
9. Several awareness banners on energy conservation are displayed classroom and on hygiene in the restrooms.
10. During the last financial year (2017-2018), total expenditure on green initiatives was 99,924/- (including gardening and cleaning).

7.2 Best Practices

Describe at least two institutional best practices
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

BEST PRACTICE-1

Title of the Practice: Industry Institute Interface

Objective: The major goal was to create and maintain partnerships with the corporate world through MoUs, industrial visits, seminars & conferences, workshops, career counseling sessions, special lectures and in-plant training programs for students.

Context: The Institute has always made an effort to engage with a variety of industries since it is critical for ensuring that theory meets practise in all functional areas. Interaction at such forums enables students to understand the expectations and skill-set required by the different industries. At the same time, it enables industry personal to interact with students and

understand their learning outcomes for the purpose of future employment.

Practice: In order to strengthen the Industry Institution Interaction and to achieve academic outcomes, several initiatives across following dimensions were taken:

- Internships were organized for B.Sc, BBA, M.Sc, M.Com & PGDDAN students at 168 different organizations.
- MoU was signed between the college and Avinashilingam Institute for Home Science and Higher Education for Women, Coimbatore (Tamil Nadu) on mutual interest in the field of education & research and to foster collaborative activity for research & student exchange. Under this agreement, six M.Sc. (Textiles & Clothing) students attended a 10-day training programme on Fabric Production at Coimbatore.
- Each department of the college organized national level seminars/conferences on current and new age topics through association with Industry Forums and/or by inviting experts from the industry as resource persons.
  a) National Conference on Dynamics of Global Business Environment: Issues & Challenges organized by the Commerce Department on 31/08/2017 & 01/09/2017.
  b) National Seminar on Recent Advances in Nutrition Therapy organized by the Food Science & Nutrition Management Department on 21/02/2018.
  c) National Seminar on Nutricon 2018: Food Adulteration: Terror on My Plate organized by the Food Science & Nutrition Management Department on 23/03/2018 & 24/03/2018.
  d) National Seminar on Recent Trends in Eco-friendly Textiles & Sustainable Fashion organized by the Textile Science, Clothing & Fashion Studies Department jointly with the Department of Micro Small and Medium Enterprise & Textiles (MSME), Govt. of West Bengal on 27/03/2018 & 28/03/2018.
  e) National Seminar on Building Materials in Contemporary Interiors was organized by the Interior Designing Department in association with Association of Architects Builders, Interior Designers & Allied Business on 05/04/2018.
  f) National Seminar on Disability, Accessibility & Equality organized by the Human Development Department on 21/03/2018.
  g) National seminar on Sustainable Innovations in Business and Commerce organized by the Commerce Department on 19/04/2018 & 20/04/2018.
  h) Panel Discussion on Post Budget Insight: Connecting the Dots for a Better Idea organized by the Commerce Department on 07/02/2018.
- Thirteen workshops were conducted by certified external/industrial specialists in various sectors to provide practical training and improve students' skills.
- Eminent resource persons from all around the world conducted fifteen workshops on indigo dyeing that was hosted by the Textile Science, Clothing & Fashion Studies Department in collaboration with SUTRA on November 11th and 12th, 2017.
- Fifty-nine special lectures on a range of topics involving some external experts and resource persons from industry were organized by all the departments in order to enrich and enhance learning of students.
- Fifty-seven field visits to industries and NGOs were undertaken by students to enhance their critical thinking and supplement their theoretical knowledge.
- Sixteen career counselling sessions conducted by the industry experts were organized to impart career guidance to students.

Evidence of Success: The number of activities conducted by the institute, as well as the impressive participation and satisfaction by students and staff indicates the evidence of success.

Problems Encountered and Resources Required: The college administration provided all necessary resources and with immaculate pre-planning all events and activities were conducted seamlessly without any problems.

BEST PRACTICE-2

Title of the Practice: Professional Growth of Faculty

Objective: The ever-changing dynamic educational technology makes it challenging for teachers to keep up with trends and best practices in the field. Thus, to help faculties to achieve effectiveness and remain satisfied throughout the various aspects of their job some training sessions were conducted for them. Through such an endeavour, teachers were provided with a platform to share ideas and collaborate in their learning with an objective to improve student accomplishment. One such inventiveness was the 'Peer Teaching Peer' initiative. Further, professional development can help teachers to plan their time better and stay organized. This makes teachers more efficient and gives them extra time to focus other matter related to their growth as well.

Context: Teaching excellence and student learning are inextricably linked. The fundamental factor in enhancing professional education and competency is faculty vitality. Enriching faculty vitality in important domains such as teaching, assessing, research, professionalism, and administration is thought to considerably improve the educational environment and learners' academic achievement.

Practice: The Institute organised a number of programmes for faculty members in the field of education and research with a belief that such practises shall enhance and upgrade faculties' knowledge and abilities, and also have a significant impact on the overall development of their pupils. The session were conducted to infuse creativity and innovation into the teaching-learning process; encourage faculty members to collaborate on research in their fields of expertise; raise awareness about environmental and other social issues; instil a sense of morality and ethics; and increase their overall teaching efficacy.

Various programmes were held, including FDPs, seminars, workshops, and interactive sessions with notable resource persons and experts on a variety of topics. Discourse on principles and ethics, as well as team building activities, were organised to reduce stress and promote mental welfare. The following are the activities that were conducted:

Special Seminar
- A Special Seminar on the New Process of NAAC Assessment and Accreditation by Dr. B.S Madhukar, Advisor – NAAC, Bangalore was organized on 10/11/2017.

Educative Sessions
- Session with Prof. (Dr.) C. Ghosh from the University of Connecticut, USA was organized for faculty members of the Management Department on 05/08/2017.
- Faculty Development Program (FDP) on Finance & Banking was conducted by Prof. Udayan Basu from NSHM Knowledge Campus for faculty members of the Management Department on 20/09/2017.
- Session on Career Advancement was conducted by Dr. Partha Karmakar, Kolkata, Deputy Secretary Academic, WBBSE, Kolkata on 18/01/2018.
- Session on Innovative Pedagogy for Better Engagement of Students by Dr. Chandrima Banerjee, Co-Founder of Unigrow Solutions Pvt. Ltd. was organized for faculty members of the Management Department on 12/02/2018.
- Two sessions on Case Study of South-West Airlines were conducted by Prof. (Dr.) N. Das, formerly the Dean of ICFAI Center for Management Research, Hyderabad for faculty members of the Management Department on 09/08/2017 & 29/08/2017.
- An Investment Awareness Programme initiated by SEBI was conducted by ICICI Asset Management Company for all faculty members of the Main Campus on 12/04/2018.

Workshops
- Workshop on Stress Management & Meditation was conducted by representatives from the Brahma Kumaris Rajyoga Meditation Centre, Kolkata for all the faculty members of the Main Campus on 06/12/2017.
- Workshop on Meditation by Yogacharya Dr. Chanchal Roy was organized for the faculty and staff members of Management Department on 11/01/2018.
- Workshop on Healthy Salads for a Healthy Living was organized for faculty members of the Main Campus under the 'Peer Teaching Peer' initiative on 28/07/2017.

Team Building
- Team building excursion to Vedic Village Resort was undertaken by forty-one faculty members of the Main Campus on 26/12/2017 & 27/12/2017.
- Team Building-cum-picnic was organized for all staff members of the Department of Management on 19/01/2018.

Entertainment
A light and entertaining comedy classic, *Jane Bhi Do Yaaron* was screened for all the faculty members of the Main Campus at the college auditorium on 08/03/2018.

Evidence of success:
- Enthusiastic and excellent participation by faculty in all the programmes.
- Twenty papers were published by faculty members in UGC-approved list of Journals (National and International) during the academic year 2017-2018.

Problems Encountered and Resources Required: No impassable problems have been recorded anywhere regarding this practice.

WEBLINK: https://www.jdbikolkata.in/sites/default/files/2021-08/Best%20Practice%2C2017-2018.pdf

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the weblink of the institution in not more than 500 words

Improving the quality of interpersonal relationships in the workplace (institute) through formal and informal measures.

J D Birla Institute purposefully strives to inculcate a feeling of friendship and trust among the members of the organization, encompassing the students, faculty, non-teaching and administrative staff members, and the support personnel.

To achieve the above mentioned end, the Institute organizes well planned, formal get together events that bring members together and make them do things that they will normally not do in a formal class situation or setting. These activities make members cooperate, collaborate and generally have fun, thus building on the friendship and trust factor among the greater group, the college community.

Final year under graduate students from the Textiles, Clothing & Fashion Studies department, the Food Science & Nutrition Management department, Human Development department and the Interior Designing department are taken on an Educational Excursion to a domestic

destination where industrial centres, clusters and places of interests associated with all these departments are available. The students' team is accompanied by the Principal and a group of teachers along with support personnel who take care of all kinds of travel, lodging and fooding arrangements. For the session 2017 – 2018, the aforementioned departments went to Punjab – Shimla from 04/10/2017 to 13/10/2017.

The Food Science & Nutrition Management department students visited several food processing and manufacturing outlets / plants like those of Jagatjit Industries (manufacturer for the brands Viva, maltova, horlicks and Boost), Coca Cola ETC. They also visited a cold storage, milk plant and the mega kitchen at the Golden Temple complex of Amritsar.

The Textiles, Clothing & Fashion Studies department students visited spinning mills in Ludhiana, handicraft cooperatives etc. They got wonderful experience of the manufacturing processes of traditional Panja Durries, jutties and parandis.

The Interior Designing department students visited centres for manufacturing traditional wooden furniture. They also visited Fort Ramgarh, a heritage hotel and other places of interest for their domain of study.

The Human Development department students visited a NGO working for the upliftment of women and children, an orphanage, school for the blind etc.

These visits helped the students pick up important information relevant to their domain, and also bond with their peers and teachers in a non-class environment.

In the same year, the Management department went for a Team Building Excursion to Bangalore – Mysore from 20/11/2017 to 23/11/2017.

The students of the Departments of Science and Commerce went for an annual picnic to Diamond Resort, Kolkata. This was a one day affair.

The faculty members and the non –teaching administrative staff also had their team building excursion to Vedic Village, Kolkata on 26/12/2017 to 27/12/2017. The staff members from the Management department went for a one day picnic to the Country Club Chanakyapuri - Kolkata on 19/01/2018.

These activities and events away from the work setting, either one day or over a few days, helped instil friendly environment among the different group members.

WEBLINK: https://www.jdbikolkata.in/sites/default/files/2021-12/Institutional%20Distinctiveness%2C%202017-2018.pdf

8   Future Plans of action for next academic year (500 words)

Students' admission and enrolment: J D Birla Institute plans for the admission of the under graduate and post graduate batches well in advance so that the seats do not remain vacant. The focus is on making school students who are in senior classes aware about the courses we offer and the opportunities associated with the said courses. This is all the more important for our Science departments because the subjects offered are application oriented and may not be well known to the general student body.

Faculty research and publication: The faculty members are routinely motivated to carry out research work and publish papers in UGC approved journals. Incentives include cash awards

and certificates and the fact that the faculty published papers will be considered for their career advancement and promotion.

Increasing the availability of learning resources: J D Birla Institute will encourage all faculty members to recommend relevant books and other learning resources to be added to the Learning Resource Centres (library), both for the Main Campus (Departments of science and Commerce) and the Satellite Campus (department of Management). The students can also recommend books for buying.

Infrastructure augmentation: The college has plans to augment the existing IT resources, both hardware and software. Regular maintenance and up-gradation will be carried out by qualified personnel under the supervision of the faculty and laboratory personnel. The other laboratories will be also upgraded as per requirement insofar as equipments and other resources are concerned.

Students' internship and placement: The Institute will put in a concerted effort to place all eligible students as interns in forms and companies relevant to their field of study and expertise. As in earlier years. Companies looking for recruiting our students will be invited for campussing and interested students will be shortlisted for selection process.

General management of the Institute: Role identification of principal members like the Heads of the departments, Faculty coordinators of students' activities and clubs will be done to ensure accountability and responsibility.

Dr. Shweta Tuteja Rakshit	Prof. Deepali Singhee
Signature of the Coordinator, IQAC	*Signature of the Chairperson, IQAC*

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