



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		SCOTTISH CHURCH COLLEGE
Name of the head of the Institution		MADHUMANJARI MANDAL
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03323503862
Mobile no.		9830075960
Registered Email		scottish.cal@gmail.com
Alternate Email		principal@scottishchurch.ac.in
Address		1 & 3 URQUHART SQUARE
City/Town		KOLKATA
State/UT		West Bengal
Pincode		700006
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	SAMRAT BHATTACHARJEE
Phone no/Alternate Phone no.	03323503862
Mobile no.	9830979957
Registered Email	iqac@scottishchurch.ac.in
Alternate Email	samrat@scottishchurch.ac.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.scottishchurch.ac.in/docs/AQAR/AQAR_2018_2019.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.scottishchurch.ac.in/docs/IQAC/20210606_Academic_Calendar_2015-16_to_2019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	A	0	2004	03-May-2004	02-May-2009
2	A	3.04	2014	21-Feb-2014	20-Feb-2019

6. Date of Establishment of IQAC	15-Sep-2004
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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	Number of participants/ beneficiaries
Using smart classroom as	19-Dec-2019	80

part of ICT enabled teaching	1	
Lecture on NIRF & NAAC preparation	02-Sep-2019 1	75
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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
Scottish Church College	BOOST	DST	2019 1095	2498657
Nilanjan Chakraborty	MRP	STB	2019 1095	1661252
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

2

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Academic and Administrative Audit was conducted 2. Participation in NIRF ranking for the first time 3. 5. Several online webinars were conducted in collaboration. 4. 6. Scottish Church College Faculty Research Grant was introduced to promote and encourage research activities in college (as per guidelines of AAA) was introduced. 5. 3. A new IQAC Core committee following the recent guidelines of NAAC was framed and came into effect from 14.9.2019.

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

Plan of Action	Achivements/Outcomes
Community outreach and gender based programme to be conducted	Community outreach programmes were continued
Training on e-learning facilities particularly usage of smart classroom	Elearning training for teachers was conducted in December two thousand nineteen
Initiate process of promoting facilities for Research in the College	Policy was drafted and implemented
Organize seminar on international relations and world peace	Seminar was conducted February two thousand twenty
Invite speakers to speak on NIRF and NAAC	Sharmila Mitra and Swami Sasthragyananda Maharaj addressed the teachers
Conduct the Alexander Duff Memorial Lecture	Conducted on December two thousand twenty
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	06-Feb-2020
17. Does the Institution have Management Information System ?	No

Part B

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 follows the curriculum at both UG and PG level designed by the University of Calcutta being affiliated to the said university. The departments from the point of entry of students inform them about the CBCS mode of study through an Orientation Programme and also in the classes. Each department apprises students about the syllabus and lesson plan. The departments monitor progress of the students through presentations in class and performance in the internal examinations. Wherever applicable field visits to various forests, Institutes of historical importance, Industries practical knowledge about the curriculum is imparted. English department has introduced Reader's Club wherein

sections from texts are read out and enacted for better understanding of the text. Students are made to present papers and evaluated through Mentor-mentee programmes simultaneously the problems of the students are addressed.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
A Certificate Course Wildlife and Biodiversity Conservation in Changing Climates	NA	27/06/2019	10	NA	Assessing factors involve in Climate changes. Values of Bioresources and the moot issues related to their conser- vation.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
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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	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Bengali	06/08/2018
BA	English	28/05/2018
BA	History	28/05/2018
BA	Philosophy	28/05/2018
BA	Political Science	28/05/2018
BA	Sanskrit	28/05/2018
BSc	Botany	28/05/2018
BSc	Chemistry	28/05/2018
BSc	Computer Science	28/05/2018
BSc	Economics	28/05/2018
BSc	Mathematics	28/05/2018
BSc	Microbiology	28/05/2018
BSc	Physics	28/05/2018
BSc	Zoology	28/05/2018
BBA	Business Administration	28/05/2018
BCom	Commerce	26/05/2017
MSc	Botany	20/08/2018

MSc	Chemistry	17/08/2018
BA	Hindi	28/05/2018
BA	Sociology	28/05/2018
BA	Psychology	28/05/2018
BA	Physical Education	28/05/2018
BSc	Statistics	28/05/2018

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

	Certificate	Diploma Course
Number of Students	10	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
NA	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Bengali English History Philosophy Political Science Sanskrit	199
BCom	Commerce	50
BBA	Business Administration	57
BEEd	Teacher Education	47
BSc	Botany Chemistry Computer Science Economics Mathematics Microbiology Physics Zoology	280
MSc	Botany Chemistry	45
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
The feedback was obtained using google forms. Against each questions the reply given by the stakeholders were graphically obtained and analysed in percentage

to get an idea about the trend. These were discussed in the meetings of the Internal Management Committee. The actions to be taken are then communicated to Board of Studies members to be discussed in the University meetings. The feedback from parents wer discussed in the departmental meetings for appropriate actions.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
Nil	Uploaded	Nil	Nil	Nil
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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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1893	101	91	Nil	21

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	Numberof smart classrooms	E-resources and techniques used
112	112	3	50	11	3
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

STUDENT MENTORING POLICY Mentoring is recognized as a strategy required by the students to achieve learning goals with emotional and instrumental support. Thus, the student mentorship programme in the college is aimed to incorporate the support of faculty members as “Mentors” to all the students in the college. Each student (“Mentee”) is assigned a “Mentor” to overcome their hurdles to achieve the goals desired by them in their academic career. **OBJECTIVES OF STUDENT MENTORING POLICY** To ensure that students perform academically and professionally up to their potential through mutual support and a congenial environment. **SCHEDULE OF MEETINGS** Mentors and mentees meet according to a pre-arranged time table as provided by the college administration, as well as per need of the student or the moment. They are introduced to each other in the first few weeks after admission. Mentors and mentees meet initially at least once a month. Mentees are encouraged to initiate meetings with mentors. **DUTIES/RESPONSIBILITIES OF THE MENTOR** The mentor shall meet the mentees regularly and record the outcome of the meeting. The mentor shall identify the students performing exceptionally well in curricular or co-curricular activities and report to the head of the institution, for providing further motivation to advanced learners. The mentor shall also identify the students whose performance is below par. The mentor shall interact with the student and try to find out the cause of the problem or an indifferent behaviour. If required, the mentor will involve parents for reforming the student. Support students academically and emotionally. Maintain a record of the progress made by the identified underperforming students and take remedial actions whenever required. Maintain strict confidentiality of the information shared by the mentee. **DUTIES/RESPONSIBILITIES OF MENTEE** Meet your mentor regularly. Fill personal information in

the form at the time of joining the mentor-mentee system. Provide details of attendance, continuous assessment, mid-term examination and final university examination, co curricular activities to the mentor whenever asked for. Repose confidence in the mentor and seek his/her advice whenever required.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1979	112	1:18

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
112	112	Nil	Nil	64

2.4.2 – Honours and recognition 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
Nil	NA	Nil	NA
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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
BA	BNGA, ENGA, SANA, PLSA, PHIA, HISA	3	08/10/2020	22/10/2020
BCom	COMMERCE	3	08/10/2020	23/10/2020
BBA	BUSINESS ADMINISTRATION	3	08/10/2020	23/10/2020
BEd	TEACHER EDUCATION	2	08/10/2020	22/10/2020
BSc	EOA, BOTA, CEMA, CMSA, MCBA, MTMA, PHSA, ZOOA	3	08/10/2020	22/10/2020
MSc	BOTANY CHEMISTRY	2	08/10/2020	27/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous internal evaluation is a vital aspect of classroom teaching. As Scottish Church College is an affiliated college under University of Calcutta, we are not in a position to design the summative assignments. We have to abide by the end semester assessment pattern as laid out by the University of Calcutta. However, as part of teaching-learning process, Formative assessment

is designed keeping in mind the digital pedagogy. MCQ type quiz in Google form are conducted weekly. Group projects are planned to encourage higher order learning. The following are some of the various ways in which evaluation is carried out:- Oral question answer sessions Class tests Midterm tests Re-test or supplementary tests when students fare badly at a given test thereby giving them another chance of improvement Assessment through viva voce Day to day assessment on class performance Continuous internal evaluation system is reformed to judge experimental skill, ability of independent thinking, preparation for final University examinations, preparation for entrance examinations for higher studies. This is supplemented with a continuous evaluation of students through interaction in laboratory and theory classes. Occasionally surprise tests are conducted and the papers of the students are checked and corrected by other fellow students without knowing the identity of the concerned student, though the whole process is monitored by the faculty. This enables them to learn from others and correct their own mistakes.

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

Being an affiliated college, the end/ mid-semester examination for the undergraduate as well as postgraduate programmes are conducted under the regulation of the University of Calcutta. The online form fill up and generation of the admit card for appearing in the examination is through the affiliating university's web portal in a time bound manner. During the pandemic, the examination modalities have been completely shifted to the online mode and for successful execution of the whole process, both teaching and non-teaching staff of the college perform the duties with a great sense of responsibility. After the exam, evaluation of the papers is done by the subject teachers through evaluation process under the directives of the affiliating university. Grievances related to examination are dealt with special care. Any grievance during the examination is first addressed by this committee and if necessary referred to competent authority. If any discrepancy or grievance is found, proper measures are taken regarding registration, form-fill up, distribution of admit cards, mark sheet, appeal for scrutiny and reassessment of marks. After the publication of the examination result by the university, the students can apply for reassessment or scrutiny in any number of papers through the university web portal by paying the requisite fees. If the student is still unsatisfied, he/she can apply for a copy of the answer scripts as per the RTI act. The college has efficient staff members to handle the examination related issues in a transparency and efficiency manner within stipulated time.

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)

<https://www.scottishchurch.ac.in/programme-specific-outcome-ug.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MSc	MSc	NA	45	45	100
BEd	BEd	NA	47	47	100
BCom	BCom	NA	50	50	100
BBA	BBA	NA	58	56	96.6

BSc	BSc	NA	279	279	100
BA	BA	NA	199	199	100
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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)

https://www.scottishchurch.ac.in/docs/IOAC/202111111_Students_Satisfaction_Survey_SSS_2019-20.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 year
Any Other (Specify)	0	NA	0	0
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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
NA	NA	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	NA
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Teacher Education	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
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International	Botany	7	0
National	Bengali	2	0
International	Economics	4	0
National	English	2	0
National	Philosophy	2	0
International	Mathematics	3	0
National	History	1	0
International	Physics	7	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Zoology	1
B. Com.	2
Political Science	1
Physics	5
Mathematics	1
English	3
Economics	2
Botany	5
Bengali	5
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Green Synthesized Copper Oxide Nano particles Ameliorate Defence and Antioxidant Enzymes in Lens culinaris	Dr. Nilanjan Chakraborty	Nanomaterials	2020	43	Department of Botany, Scottish Church College	40
Uncertainty, economic growth its impact on tourism, some	Sudeshna Ghosh	Asia Pacific Journal of Tourism Research	2019	15	Department of Economics, Scottish Church College	15

country experiences					
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Uploaded	Uploaded	Uploaded	2019	Nil	Nil	0

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

Number of Faculty	International	National	State	Local
Resource persons	2	1	1	2
Presented papers	7	4	2	Nil
Attended/Seminars/Workshops	9	12	5	9

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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 participated in such activities	Number of students participated in such activities
See attached file	See attached file	Nil	Nil

[View File](#)

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	Number of students Benefited
NIL	NIL	NIL	Nil

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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 participated in such activities	Number of students participated in such activities
See attached file	See attached file	See attached file	Nil	Nil

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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
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NA	NA	NA	0
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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	Duration To	Participant
NA	NA	NA	Nil	Nil	NA
No file uploaded.					

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/Activities	Number of students/teachers participated under MoUs
West Bengal State University SHER	27/06/2019	Certificate course on climate changes and biodiversity conservation	10
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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
11.5	88.86

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
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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
LibSys	Partially	LSEase	2007

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	97854	320931	737	338135	98591	659066
Reference Books	2079	995	2	270	2081	1265
e-Books	3164309	11800	Nil	Nil	3164309	11800
CD & Video	81	Nil	Nil	Nil	81	Nil
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4.2.3 – 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
Esita Sur	Administration and Public Policy : Concepts and Theories (Political Science)	SWAYAM	05/07/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	334	8	1	1	0	0	0	50	0
Added	0	0	0	0	0	0	0	0	0
Total	334	8	1	1	0	0	0	50	0

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

50 MBPS/ GBPS

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	NA

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
42.6	27.56	47.4	46.84

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)

The purchases of departmental goods, laboratory Equipment chemicals, sports equipment etc. is done through departmental indent committees or through the Senatus office. The indent committee comprises of the head of the department and two senior most members of the department. At least 3 quotations / tenders (or quotations as specified by the State Govt. on the basis of amount of purchase) are procured in sealed envelope. These are opened on a specific date in front of the vendors and lowest quotation noted. Then purchase order is given specifying terms and conditions. Servicing of the laboratory Equipment are done at regular intervals by the departments. The computers are maintained through Annual Maintenance Contract done with a specific company. A computer technician is present in the college who looks after computer related issues and network related problems.at regular interval. Gym equipments are maintained by the Gym instructor. Regular servicing of the equipment is carried out. There is an Estate Supervisor who is responsible for maintenance of the infrastructure in the classrooms and offices and other work areas in the college. All this is under the supervision of the Senatus Secretary. The college library regularly sends books for bindings and repair. The library staff are responsible for the maintenance of the library. Air conditioners and Water purifiers/coolers are maintained through Annual Maintenance Contract. Contract of Annual Maintenance is also signed with specific companies for maintenance of housekeeping and security in the campus. Classroom microphones are maintained by a service provider through Annual Maintenance Contract.

https://www.scottishchurch.ac.in/docs/IQAC/20211207_AMC_2019-20.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	Free Studentship	32	121557.5
Financial Support from Other Sources			
a) National	Inspire, D.S.T, Govt. of India	8	28000
b) International	NIL	Nil	0

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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
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Industry Linked Interview Skills for Multi Industry Job Interview	29/11/2019	37	Inspiring Education, Kolkata
International Yoga Day	21/06/2019	27	Department of Teacher Education, Faculty students
No file uploaded.			

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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	See attached file	Nil	Nil	Nil	Nil
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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	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	30

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
Ernst Young, Amazon, Archetive Solutions, Wipro,	99	38	Larson Toubro Infotech, Cognizant, Concentrix, Infosys, Cognizant Tech Solutions	61	22
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	217	See attached file	NA	NA	NA

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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	Number of students selected/ qualifying
NET	4
GATE	8
Any Other	39

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

Activity	Level	Number of Participants
See attached file	NA	Nil

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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	See attached file	Nil	Nil	Nil	Nil	NA

[View File](#)

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

The Student Union (Council) plays a constructive role in the general activities of the College. The Students' Union (Council) successfully organises cultural programmes like Freshers welcome and the Annual Social and the annual College Fest Caledonia in close collaboration with the College administration and faculty members. However, by State govt. orders election and formation of Students Councils is currently suspended. The College administration enjoys a healthy relationship with the Students as some of them are part of some of the key administrative committees of the College. They are represented in the College Senatus (lower tier of the College Governing Council). These posts are currently vacant due to the absence of the Students Union. Student representation in IQAC Core Committee is there. Students are also members of the Editorial Board of the College Magazine published annually. The Scottish Church College Students Activity Clubs are a great platform that encourages students to come together and take part in a holistic development beyond the classrooms. The various clubs like Literary Society, Debate Club, Photography Club, Dance Music Clubs, Painting Club, Drama Club, Quiz club are led by faculty members but run by students as Club Secretaries. they organise club activities throughout the year. These clubs are crucial for ensuring students participation in the various extra-curricular events and competitions hosted by institutions around the city.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Established in 1955 and registered under WB Societies' act 1961 in 1991, the Scottish Church College Former Student's Association has always tried to foster relationship among former students. In the past and present, it has made some tangible financial contributions to the College in the form of infrastructural components. On 15th November 2019, the Association made a donation of Rs. 1,00,000/- for the College Development Fund. During the period of 2019-20, the Association has kept up its routine activities. AGM was held on 3rd August, 2019 with 52 members present. The Association on the same day commemorated Late Prof. Alok Ray of the Department of Bengali. On 23rd January, 2020, the annual get together was organised with 35 members in attendance. Another get together with 15 members was organised on 19th February. An Alumni Day Meet was organised in the College on 4th February 2020 attended by 44 members. It saw the felicitation of two distinguished alumni. The Netaji Subhas Chandra Bose Award, 2020 was awarded to Prof. (Dr.) Purabi Roy in appreciation of her distinctive achievement in the field of Netaji research. Sri Sandip Dutta was awarded the Swami Vivekananda award 2020 in appreciation of his distinctive achievement in the field of Little Magazine. On 13th February 2020 the Association met with members of the departmental alumni groups for a constructive way ahead.

5.4.2 – No. of enrolled Alumni:

510

5.4.3 – Alumni contribution during the year (in Rupees) :

100000

5.4.4 – Meetings/activities organized by Alumni Association :

AGM was held on 3rd August, 2019 with 52 members present. The Association on the same day commemorated Late Prof. Alok Ray of the Department of Bengali. On 23rd January, 2020, the annual get together was organised with 35 members in attendance. Another get together with 15 members was organised on 19th February. An Alumni Day Meet was organised in the College on 4th February 2020 attended by 44 members. On 13th February 2020 the Association met with members of the departmental alumni groups for a constructive way ahead.

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)

Formation of different statutory subcommittees comprising representatives from all stakeholders of the college for coordinating different administrative activities. 2. Formation of different subcommittees under the supervision of IQAC comprising representatives from all stakeholders of the college for coordinating different academic activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

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):

Strategy Type	Details
Industry Interaction / Collaboration	The guest faculty in the department of Business Administration includes experts from industries and different

management courses outside the college. Both the faculty and the students are intimately associated with the industries through visits, interactions and bonding. The industries often look for and select suitable staff and trainees among the students.

Human Resource Management

The college has a well-maintained leave record system for the teaching and non-teaching staff. College provides duty leave to the teachers for attending seminars, symposia, workshops and invited lectures and study leave for advanced study/research. The teachers have a well-maintained appraisal system. The non-teaching staffs have well assigned job specifications and are regularly monitored.

Research and Development

Research activities are encouraged in the institute both among the teachers and students. The college has budgetary allocation for organizing departmental seminars and symposia where reputed scholars are invited as speakers. Student seminars in which students showcase their papers bring out research aptitudes latent in them and motivate them to pursue further academic excellence. Individual departments organize seminars and workshops and/or memorial lectures such as the Aparesh Bhattacharya Memorial Lecture organised by the Department of Chemistry.

Examination and Evaluation

The college holds two centralized examinations each year, viz., the Mid-term Examination and the Selection Test for the 111 systems. Results of these examinations are published centrally. Answer scripts are shown to the students and the scheme of evaluation is explained. Model answers are discussed for the benefit of the students. Class tests and tutorial classes are held regularly by the departments in order to assess students' knowledge and skills.

Teaching and Learning

The college constantly tries to improve the quality of education that is imparted by implementing various tools and methods required for modern teaching.

Curriculum Development

The college is affiliated to University of Calcutta and follows the curriculum as prescribed by the

University. However, several teaching staff members of the college are part of the Board of Studies for different Subjects under the University and are actively involved in curriculum framing and development. For eg: The CBCS syllabus was introduced in the academic session 2018-19 at the UG level in which the teaching staff members were actively involved.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	All the recruitment notices of teaching and non-teaching positions are advertised on the college website. Tenders are invited for purchase related matters.
Administration	A lot of governing body resolutions is done by circulation via email which is necessary to expedite necessary administrative decisions. Scottish church college being a Christian minority institution is permitted to exclude reservations for SC, ST and OBC students in PG courses and this resolution was ratified via e-circulation.
Finance and Accounts	The college salary, income tax, property tax are all done online.
Student Admission and Support	Along with admission, all the notifications for hostel, fee payment and registration as well as career guidance are displayed on the college website
Examination	All the notices regarding examination are displayed on the college website so that they can be accessed by students at anytime from anywhere.

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
Nill	NA	NA	NA	Nill
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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	Title of the administrative	From date	To Date	Number of participants	Number of participants
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	development programme organised for teaching staff	training programme organised for non-teaching staff			(Teaching staff)	(non-teaching staff)
2019	UBCHEA sponsored TWO day workshop on Faculty development for new pedagogies to teach Gen Z	NA	05/09/2019	06/09/2019	43	Nil
2019	Workshop on Using smart classroom as a part of ICT enabled teaching	NA	19/12/2019	19/12/2019	41	Nil
2019	UBCHEA sponsored one day workshop on Meeting the Challenges for Future Pedagogy : Development Programmer for Young Faculty was organised.	NA	21/09/2019	21/10/2019	28	Nil
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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
UGC SPONSORED Short Term Course on Counselling and Stress Management	2	12/09/2019	18/09/2019	7
UGC SPONSORED SHORT TERM COURSE IN	2	09/12/2019	14/12/2019	7

COMMUNITY PARTICIPATION AND OUTREACH PROGRAMME				
UGC SPONSORED INTERDISCIPLINARY REFRESHER COURSE	1	05/09/2019	19/09/2019	14
UGC SPONSORED REFRESHER COURSE ON RECENT ADVANCEMENTS IN PHYSICAL CHEMICAL AND MATHEMATICAL SCIENCES	1	12/02/2020	25/02/2020	14
One Week National Faculty Development Program on "Moodle Learning Management System	1	22/05/2020	28/05/2020	5
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Null	Null	Null	Null

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Scottish Church College Teachers Council - All part time and full time teachers are subscribers of this body with a nominal amount of subscription fees. Teachers Council always extends their hands of in the form of unconditional and instant donation to those teachers who undergo any kind of financial crisis. Scottish Church College Teachers Welfare Fund maintained by Teachers Council provides financial assistance at the time of medical</p>	<p>1. Employees State Insurance scheme for non-teaching staff earning less than Rs. 21,000 where the employer contributes 4.75 and the employee contributes 1.75, total share 6.5, as per government scheme. The employees registered under the scheme are entitled to medical treatment for themselves and their dependents under ESI affiliated Hospitals. 2. College gives a festival advance to the non-teaching staff of the college. 4. College also provides</p>	<p>1. Every year the college provides under its Free-Studentship scheme waive of tuition fees for economically backward students after proper screening. 59 students were given subsidy for 2018-19 out of which 2 students (visually challenged) were given full waive of their college fees. 2. Being a minority institution, the college organises an Annual Retreat for Christian students to instill moral values. 3. Regular scripture classes are</p>

emergencies of teachers.2.Scottish Church College Cooperative Credit Society Ltd., which is a registered body under West Bengal State Cooperative Society, formed in the year 1944. The credit society mainly works under the elected members of the college. In any kind of financial crisis, the society can provide loan of maximum of Rs. 1 Lakh to both substantive teaching and non-teaching of the college, even that member does not have that much amount in his/her account. 3. Gym facilities are available for all the teachers of the college. 4. The SCC Faculty Research Grant (25000/-) has been allotted to Dr. Varbi Roy and Dr. Aniruddha Chatterjee

extra rooms to the needy group-D staff for assisting their children in higher studies.5. Payment of non-refundable adhoc bonus to Contractual (College - Paid) full time teachers was done for the year 2018-19.

held for all students to make them aware of higher spiritual life as part of a holistic educational programme. 4. Gym facilities are available for all the students of the college. 5. 3 Boys Hostel and 1 Girls Hostel are provided for students coming from distant places including other states.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The audit system of the college is up to date till 2020. The internal audit has been performed by Vikash Agarwal and Company and government statutory audit has also been performed.

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/ Grnats received in Rs.	Purpose
Samata Development Cooperative Bank, Syndicate Bank, IEM, Eastern Institution Learning, IMS Learning Resources PVT.LTD, and SCC Former Students Association 2) Bamboo Grant from UBCHEA	422980	Donation for social service, cultural programmes, activities and sponsoring seminars. 2) Bamboo Grant for faculty development programmes.
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6.4.3 – Total corpus fund generated

422980

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	External Expert Committee	No	Internal Management Committee
Administrative	No	External Expert Committee	No	Internal Management Committee

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

1. Parent-teacher meeting is a regular practice of the institution where parents are made aware of their wards performance in college and attendance, their discipline and participation in various college activities. The feedback that parents give during parent-teacher meeting is noted down and actions taken independently. 2) Parents are the part of anti-ragging committees. 3) However, there is no formal parent-teacher association in the college.

6.5.3 – Development programmes for support staff (at least three)

1) Orientation programmes are conducted for the support staff. 2) They are given training on soft skill development. 3) They are also trained on fire fighting measures.

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

1) Academic and administrative Audit has been performed. 2) Application has been made to University of Calcutta as well as Department of Higher Education , Government of West Bengal for Sanctioning M.Sc course in Zoology 3) Teachers are working on major research projects and publishing in UGC enlisted journals.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	IQAC has signed a MOU with West Bengal State University to launce a certificate course on Wildlife and Biodiversity Conversation in Changing Climates	30/08/2019	30/08/2019	30/11/2021	45

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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	Number of Participants	
			Female	Male
NA	Nill	Nill	Nill	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Total annual power requirement - 56374 kWh Annual power requirement met by renewable energy sources - 2538 kWh (4.5) Renewable energy source - Solar power cell Energy supplied to the grid - 2538 kWh

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	4
Rest Rooms	Yes	4
Provision for lift	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nill	1	24/09/2019	1	NSS DAY	Magic show and cultural program for children of Sabuj Mon	60
2019	Nill	1	18/12/2019	1	Christmas celebration	Distribution of christmas gifts to children	60
2020	Nill	4	18/04/2020	4	Ration distribution	ration distribution to families of Sabuj Mon children	60
2020	Nill	1	03/01/2020	1	Cloth d	Distrib	50

			020		istribution on	ution of cotton clothes among und erprivile ged slum children via NGO Twilight and Leprosy Mission Hospital
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor/Director/ Principal/Officials and support staff	26/07/2018	Code Of Conduct is displayed In the campus, in Prospectus and also in the College Website. Refer : https://www.scottishchurch.ac.in/code_of_conduct.php

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Training in operation of new EVM to the staff of the college	Nil	Nil	50
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<p>1.The college has rain water harvesting scheme which is used for water reserve for fire control system. 2. The college has vermicomposting pits for solid waste management. 3. Electronics and e-waste management scheme for which the college also earns credit points. 4. Solar panel has been set up for campus lighting. 5. The campus uses LED Lighting to reduce electricity consumption. 6.Green landscaping with trees and plants and tree plantation by students 7.Department of Botany maintains a polyhouse and medicinal plants garden in the campus. Mushroom cultivation and hardening of tissue culture plants are carried out in the polyhouse. 8.Campus cleaning campaign by NSS unit of the college 9. Biotoilet in the B.Ed. building campus 10. Restricted entry of automobiles. 11. No smoking zone in the campus. 12. Separate committee for monitoring of various green campus initiatives.</p>

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<p>Title of the Practice: Green Campus The Objectives: Green campus initiatives are becoming integral part of the modern-day education system and the institutions can act as pioneers in promoting these principles within society. Our college has initiated the green campus program in order to support a sustainable and climate-friendly environment. The main objectives for these</p>

initiatives were environmental awareness and education, the use of sustainable energy and energy efficient measures, comprehensive recycling and composting and green landscaping in the campus. The Context: Our main focus behind this Green campus program is to ensure the sustainability of sufficient water, materials and other resources for our future generation. But the main challenge is the proper translation of the education for sustainable development into practice so that it can be more effective. Any new development should consider and maintain the proper balance of economic, social and environmental conditions and the participation of all the staff members and students is very important. Our college has tried to implement this program by organization of conferences and training programs for students and staff and implementation of interdisciplinary research projects in the field of life science in collaboration with UBCHEA. More stress is being given on the proper infrastructure development so as to continue and maintain the green practices. The Practice: Our college has promoted variety of activities to help protect the environment and sustain its natural resources. Our college is smoke free and is also a partially plastic free campus. Our college has partially paperless office and e- library. The college has addressed its waste disposal problem by vermicomposting. The solid wastes generated from the college canteen are used in vermicomposting pits to generate compost which is used in college gardening purpose. Also, in the area of water conservation the laboratories have their runoff water attached to tanks. The stored water is used for erstwhile purpose. The e-waste generated in the college is managed by a company Hulladek. The liquid wastes are collected and recycled. The department of Microbiology make use of certain specialized bacterial isolates for treatment of dye wastewater produced during specimen staining. During rainy season we collect the roof rain water through filter fitted pipes in a reservoir and use it later during fire drill, washing the roads and gardening purpose. Currently the college has taken an initiative to construct rainwater harvesting structure at premises 3. The college has installed solar panels on the roofs which generates 900kW/month energy. The college has also installed LED facilities in the classroom, seminar room and examination room of the main campus and also in the Jubilee building. The campus harbours a diverse amount of flora and fauna elements. About 100 plant species including medicinal plants are there in the campus. Mushroom cultivation and hardening of tissue culture plants are carried out in the polyhouse (maintained by Botany dept.). The college has undertaken many different projects and organized seminars on environmental related issues funded by UBCHEA from year 2012 onwards. a) Campus assessment of flora, fauna and microbial diversity (2012-14). b) Green campus - Audit assessment cum training for students (2016-17). c) Assessing the chemical and microbial content of drinking water and drain out water of a necessary school and college (2016-18). d) Awareness program on Global water crisis and conservation was organized by the college in collaboration with Pollution Control Board for school and college students on 10th January 2018. Some minor research projects are also going on in various dept. on important environmental issues like bioremediation, phytoremediation, etc. The NSS unit of the college deserves a special mention for organizing regular campus cleaning campaigns, awareness program on emerging issues for environmental education. Fire management system has been established in the college by a company called Flash point. The roof water harvesting system which collects rainwater would provide water for fire management. The college has a special committee for monitoring green initiatives - Centre for Environmental Action (CEA). Also, the college has recently inaugurated the Nature Club for students . Evidence of Success: The data for campus audit project was basically collected by the undergraduate students of Botany, Microbiology and Zoology departments. This has developed a sense of responsibility in them and they get a better understanding of their role as advocates of environmental conservationists. Large number of participants from various school and colleges in different awareness programs

organized by our college is really appreciable. The waste disposal management initiative taken by our college is yielding very good results. Around 2000kgs of manure is being produced annually by vermicomposting. Also, the solar energy generated

Problems encountered and Resources required: The main problem encountered in the Green campus initiative is development and maintenance of proper infrastructure for the green practices. The Green campus program should be considered as a necessity in every institution and separate funds should be allotted for this. Implementation of the green practices needs series of awareness programs to educate more people and train them for it. Going green not only needs investment in terms of money but also a strong will from all the beneficiaries.

Title of the Practice : Sabuj Mon (The informal school for the children)

The Objectives: The objective of this informal school is to organize remedial classes for the students of college adopted slum in Bagmari area, Kolkata.

The Context: There has been a long demand from the NSS volunteers to run a school for the children of the adopted slum at Bagmari. Finally, it did materialize on 20th March, 2018 when the then Principal Dr. Arpita Mukerji inaugurated the informal school- Sabuj Mon at the college playground at Bagmari. About 30 students were enrolled. Most of the children were aged between 5 to 13 years. They were distributed uniform with NSS Logo, school bag, drawing books, colour box, pens, and other stationary items. The inauguration was funded through UGC-CPE grant.

The Practice: The school mostly organizes remedial classes for the students on Tuesday (4:30 pm onwards) and Saturday (3 pm onwards) every week . The classes are mainly taken by undergraduate students of college under the supervision of teaching faculties. These under privileged children come from destitute families. Therefore, serving nutritious food to them is also urgently required . Dr. Birendra Singh, Programme Officer of NSS and teacher of Physical Education Sri Samir Roy, look after these needs. The children are usually served hot milk and snacks after their classes. The children are also encouraged to take part in co-curricular activities. Professors of the Teacher Education Department, Dr. Shreya Sen and Dr. Saheli Chowdhuri started music classes. Painting and colouring are favourite activities of these children. A student of History Department Mr. Jitaditya Chakraborty, the Secretary of the students' Drama Club conducted a drama workshop for a month. On May 05, 2018 the children put up a performance of their play on Air pollution on the Bagmari ground. Teachers, students, and parents of the performers were present in the ground to cheer the performances. The children are given new clothes before Durga Puja and woollens during winters. The teachers of the college contribute throughout the year to run this informal school. The children are also entertained by magic show and other programmes organized by college in between. The college teachers regularly visit the ground on the days of remedial classes and also on the special occasions. The teachers also constantly give financial support to fulfil the special needs of these children such as house repairing , medical help etc. In 2020, during pandemic situation the family members of these children lost their jobs and they had to undergo through a tough and crisis period. The college teachers continuously supported these families by providing them rice, potatoes, cooking oil, pulses during the entire lockdown period. Sri Samir Roy and some non-teaching staffs of the college took endeavour to support the children's family during pandemic situation with the help of college teachers who generously donated for this noble cause.

The Evidence of Success: In 2020 Rabin Patra, a student of remedial class, qualified school final Madhyamik examination and is now pursuing his Higher Secondary study in Shyambazar AV school. Another student Deep Das is in class ten and he will appear in Madhyamik examination in 2022. Two more students will appear in Madhyamik in 2023. All these children are supported by Sabuj Mon to carry out their studies.

Problems Encountered and Resources Required: A number of girl students dropped out school and discontinued their study. Many children due to socio economic reasons had to give up their studies and got engaged in different kind of works

to earn their living. A lot of difficulties have been faced to run the classes due to pandemic situation.

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

https://www.scottishchurch.ac.in/docs/SSR/20210508_7.2.1_BEST_PRACTICE_1_GREEN_CAMPUS.pdf

7.3 – Institutional Distinctiveness

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

Scottish Church College is one of the oldest educational institutions in the city of Kolkata, and at the same time it is also one of the most modern and technically updated one. This integration between tradition and modernity is the distinctive feature that sets the college apart from other institutions. In the past the college was considered to be the seedbed for the Bengal Renaissance that was sweeping through 19th century. Even today it is valued as an important centre for dissemination in this era of advancing technologies and knowledge. The college was founded by the first overseas missionary of the Church of Scotland, Rev. Alexander Duff, with the generous help of an eminent educationist and social reformer of nineteenth century India, Raja Rammohan Roy. The vision, priority and thrust of this missionary institution as defined by the founders were to impart liberal education based on the life and teaching of Jesus Christ and to produce intellectually sound and socially concerned men and women. The college has steadfastly remained true to this mission for the past 186 years. Throughout its history it has produced students who have excelled not just in academics but in all walks of life. It was in the portals of this College that Swami Vivekananda was told about the great seer Ramakrishna Paramhansa. Contrary to popular expectation and in spite of its connection with Britain the college has nurtured and gifted the nation a number of stalwart leaders and freedom fighters like NetajiSubhas Chandra Bose, Nirmal Chandra Chatterjee, Bisheshwar Prasad Koirala, Shaukat Ali Khan, YangmasoShaiza, AmbicaCharanMajumder, SarojDutta and many others. If it inspired young Indians to dream of an independent nation it also produced administrators, educationists, philosophers as well as new thinkers like the founder of ISKCON. The college has been a trail blazer in the field of womens education too. In 1876 Chandramukhi Bose passed the F.A examination from this college. The College became the pioneer in introducing regular coeducation courses in Bengal in 1924. The college also housed a vocational course for women since the early twentieth century in the building where the teacher-training course for women students are held today. In the institution women are well represented in the student body, in the faculty, and also in administration and governance of the college. There is a gender grievance cell, and the different programmes and seminars organised by the college reflect the contemporariness of the vision of the college. In 2018 there was a full day seminar on the problems of the Third Gender organized by the Department of Political Science which shows how the college is geared to be progressive and not be bound by moribund social mores. The college has expanded both horizontally and vertically over the years. In the new Millennium the college ushered in a new phase by introducing undergraduate courses in new-age subjects like Computer Science and Microbiology. For this a new building was set up. To keep up with the changing times we have introduced BBA and Commerce courses.

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Provide the weblink of the institution

https://www.scottishchurch.ac.in/docs/SSR/20210508_7.3.1_DISTINCTIVENESS_OF_THE_INSTITUTION.pdf

8.Future Plans of Actions for Next Academic Year

1. More Collaborations and MoU to be done 2. Training for faculty development 3. Initiate Service Learning pedagogy 4. Collaborative webinars 5. Providing financial support to faculties to participate in International/ National conferences/ webinars and present paper 6. Provide financial assistance to teachers to publish quality papers in CARE listed group I and group II journals