



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

|   |  |   |
|---|--|---|
| <b>1. Name of the Institution</b>             |  | GOVERNMENT COLLEGE OF ART AND CRAFT<br>CALCUTTA |
| Name of the head of the Institution           |  | Prof. Chhatrapati Dutta                         |
| Designation                                   |  | Principal                                       |
| Does the Institution function from own campus |  | Yes   |
| Phone no/Alternate Phone no.                  |  | 03322522479                                     |
| Mobile no.                                    |  | 9830828081                                      |
| Registered Email                              |  | gcacnaac@gmail.com                              |
| Alternate Email                               |  | prinicpaldutta@gmail.com                        |
| Address                                       |  | 28 JAWAHARLAL NEHRU ROAD KOLKATA 700016         |
| City/Town                                     |  | KOLKATA   |
| State/UT                                      |  | West Bengal                                     |
| Pincode                                       |  | 700016  |

| 2. Institutional Status   |                  |   |                                       |             |             |
|---|------------------|---|---------------------------------------|-------------|-------------|
| Affiliated / Constituent  |                  | Affiliated  |                                       |             |             |
| Type of Institution   |                  | Co-education  |                                       |             |             |
| Location  |                  | Urban   |                                       |             |             |
| Financial Status  |                  | state   |                                       |             |             |
| Name of the IQAC co-ordinator/Director                                    |                  | Dr. Swati Bhattacharya  |                                       |             |             |
| Phone no/Alternate Phone no.  |                  | 03322522186   |                                       |             |             |
| Mobile no.  |                  | 9831568107  |                                       |             |             |
| Registered Email  |                  | gcacnaac@gmail.com  |                                       |             |             |
| Alternate Email   |                  | principaldutta@gmail.com  |                                       |             |             |
| 3. Website Address  |                  |   |                                       |             |             |
| Web-link of the AQAR: (Previous Academic Year)                            |                  | <a href="https://www.gcac.edu.in/aqar/">https://www.gcac.edu.in/aqar/</a> |                                       |             |             |
| 4. Whether Academic Calendar prepared during the year                     |                  | No  |                                       |             |             |
| 5. Accrediation Details   |                  |   |                                       |             |             |
| Cycle   | Grade            | CGPA  | Year of Accrediation                  | Validity    |             |
|   |                  |   |                                       | Period From | Period To   |
| 1   | A                | 3.05  | 2009                                  | 29-Jan-2009 | 28-Jan-2014 |
| 6. Date of Establishment of IQAC  |                  |   | 04-Feb-2008                           |             |             |
| 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 |             |             |
| lecture presentation by Atul Dodia  | 01-Sep-2017<br>4 |   | 108                                   |             |             |
| Lecture presenation of graphic novelist - 'Drawing Words' by Sarbojit Sen | 08-Sep-2017<br>4 |   | 110                                   |             |             |

|                                       |                  |    |
|---------------------------------------|------------------|----|
| Meeting with Department all faculties | 11-May-2017<br>2 | 20 |
| Discussion on BFA entrance system     | 18-May-2017<br>2 | 18 |
| <a href="#">View File</a>             |                  |    |

**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 |
|-----------------------------------|--------|----------------|-----------------------------|--------|
| No Data Entered/Not Applicable!!! |        |                |                             |        |
| No Files Uploaded !!!             |        |                |                             |        |

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

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)**

- IQAC took the initiatives to conduct workshops in the discipline of Ceramic Art and Pottery ,Modelling sculpture. • The Development Grant Committee was formed. • The Final Dates of the exhibition are fixed. • Syllabus for CBCS system was discussed and initiated. • Two Lecture presentations were hosted to provide quality education.

[View File](#)

**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                | Achievements/Outcomes |
|-------------------------------|-----------------------|
| • Proposal to conduct several | Implemented           |

interdisciplinary workshops was discussed. • Annual Exhibition preparation • Syllabus for CBCS system was discussed and initiated. • Proposal to conduct seminars/lectures after the class hours by the experts to provide quality education. • Regulations and measures to conduct new semester system smoothly was discussed in detail.

[View File](#)

|   |    |
|---|----|
| 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:  | No |
| 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

Government College of Art and Craft, Calcutta, proposes a number of programmes in Fine Arts. This institution offers a four year integrated course comprising of one year in Foundation and three years in Specialization. Foundation course leading to a B.F.A. professional degree has been introduced from the session 2003-04, replacing the five year integrated B.F.A. course offered since 1985. Bachelor of Fine Arts is followed by a two-year post-graduate curriculum leading to an M.F.A. Degree. The curriculum of GCAC itself is so enriched and includes things that helps the students to engage them in various ways of creating art. The College is housed in a large building (built in 1892) adjacent to the Indian Museum in the heart of the city of Kolkata. It has adequate painting studio facility, open-air working space, furnaces and metal-casting workshop, a Photo-lab, gallery-cum-seminar hall with latest audio-visual system, an open-air stage that claims its lineage from the 19th century. Beside studio practices, students often visit outdoor areas, make necessary nature studies and successfully establish a thread with the nature. GCAC students maintain the institution's garden as well as the surrounded area which includes ponds and greeneries to keep the environment clean as well as sustainable. The Institution does have an adequately large playground with an open auditorium. Especially during the time of winter, students play badminton, cricket, and football within the college premises. The college is in the heart of the city Kolkata and there are large playgrounds in the nearby areas where students often take their outdoor classes as well as involve themselves in physical activities. Cultural programmes such as Annual Exhibition, Fresher's Welcome are arranged within the college premises every year. Apart from the

outdoor auditorium there is Aban Gallery too, which was named after the eminent artist Abanindranath Tagore, is a closed interior space which is largely used for lectures and presentations. To keep up with the changing world, the institute has modified its curriculum and infrastructure from time to time. It has always been an implicit goal of our college to help the society and the country as a whole by ensuring equity and an increased access to higher education. The college has been producing artists and designers who work in the national and international level. They are ready to face the global requirements successfully and meet the demand of internationally acceptable standards. The young pass-outs, ingenuous, resourceful, entrepreneurial in their approach, are skilled enough to imbue their training and achieve a higher level of competency. The institution collaborates with industries, different agencies and other academic institutions to achieve constant upliftment of innate creative power. Students are recommended and assigned artworks for various external projects coming time to time from different resources and Local entrepreneurs. Projects are offered by several gallery owners, corporate sectors, art dealers, market places, social institutions etc. The college lends helping hand to students for participating in joint or solo exhibitions outside the institute. The capability and learning of the students are thus tested in the

#### 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 |
|---|-----------------|-----------------------|----------|--|-------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                 |                       |          |  |                   |

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course                          | Programme Specialization | Dates of Introduction |
|---|--------------------------|-----------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                          |                       |
| No file uploaded.                         |                          |                       |

#### 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 |
|---|--------------------------|---|
| <b>No Data Entered/Not Applicable !!!</b> |                          |   |

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

| Certificate                               | Diploma Course |
|---|----------------|
| <b>No Data Entered/Not Applicable !!!</b> |                |

### 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 |
|---|----------------------|-----------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                      |                             |
| No file uploaded.                         |                      |                             |

#### 1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|-------------------------|--------------------------|---|
|                         |                          |   |

No Data Entered/Not Applicable !!!

No file uploaded.

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

|           |    |
|-----------|----|
| Students  | No |
| Teachers  | No |
| Employers | No |
| Alumni    | No |
| Parents   | No |

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

Feedback Obtained

No feed back system was initiated.

## 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 |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BFA                   | FINE ARTS                | 164                       | 1500                           | 164               |
| No file uploaded.     |                          |                           |                                |                   |

### 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 |
|------|---|---|---|---|--|
| 2017 | 100   | 64  | 19  | 0   | 19   |

### 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 |
|------------------------------------|---|-----------------------------------|----------------------------------|---------------------------|---------------------------------|
| No Data Entered/Not Applicable !!! |   |                                   |                                  |                           |                                 |
| No file uploaded.                  |   |                                   |                                  |                           |                                 |
| No file uploaded.                  |   |                                   |                                  |                           |                                 |

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

Yes, student mentoring system is available in the institution. Mentoring helps our students to establish healthy relationship between them and the faculty members. Students (BFA MFA ) of each disciplines are divided into small groups each group has a mentor who meets the students once a week interacts with them regarding their desires. Our students are free to interact with the teachers beyond classrooms. The teachers take up mentoring

as a serious mission to help the students to reach their full potential. Mentoring system act as a mechanism to improve the bond between students teachers. A student will be permitted to sit for the examination at each semester as a regular candidate if he/she attained 75 of the total classes in the same. A students having percentage below 75, but above 60, will have to apply for condo nation to the vice-chancellor, University Calcutta after paying the condonation fee for non-collegiate as per regulation of the university. Students having percentage below 60 will be declared as dis-collegiate students. Failure to fill up the examination form shall be considered as missing a chance and such candidates who have not filled up the examination form shall have to appear at the same semester examination. A candidate who has filled up the examination form but remains absent in the entire examination or more than two courses will be considered to have a lost chance and shall be required to re-appear at the same semester examination.

|  |                             |                       |
|--|-----------------------------|-----------------------|
| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
| 164  | 19                          | 1:9                   |

## 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 |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 47                          | 0                       | 28               | 0  | 0                        |

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 |
|---|---|-------------|--|
| <b>No Data Entered/Not Applicable !!!</b> |   |             |  |
| No file uploaded.                         |   |             |  |

## 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>No Data Entered/Not Applicable !!!</b> |                |                |  |   |
| No file uploaded.                         |                |                |  |   |

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

Presently in the U.G. level systems CBCS system has not been initiated in the college. A student will be permitted to sit for the examination at each semester as a regular candidate if he/she attained 75 of the total classes in the same. A students having percentage below 75, but above 60, will have to apply for condo nation to the vice-chancellor, University Calcutta after paying the condonation fee for non-collegiate as per regulation of the university. Students having percentage below 60 will be declared as dis-collegiate students. Failure to fill up the examination form shall be considered as missing a chance and such candidates who have not filled up the examination form shall have to appear at the same semester examination. A candidate who has filled up the examination form but remains absent in the entire examination or more than two courses will be considered to have a lost chance and shall be required to re-appear at the same semester examination. A candidate remaining absent in one or two papers/courses but clearing the other papers/courses shall

be considered to have failed in those papers/courses in which he remains absent and shall be eligible to clear those as stated in regulation 17. Supplementary examination will be applicable only in theoretical paper. A candidate, having failed in the theoretical paper, may be eligible to appear at the Supplementary examination. He however can appear at the subsequent semester examination.

Candidate who failed in one (i.e. theoretical paper) of two papers (i.e. theoretical and practical both papers) can clear the paper in two consecutive chances (excluding the main subject) along with higher semester Examination. If the candidate is unable to clear the same within two consecutive chances, he/she shall be dropped from the concerned courses. Candidates failing in or absent in both the theoretical and practical papers in a lower semester will have to clear the same within two supplementary examinations. Candidates failing to appear in a supplementary examination twice will have to take permission from the concerned Faculty Secretary through the Head of the institution to appear in the subsequent semester.

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

The academic calendar is made in accordance with the affiliated University and is displayed at the college notice board before commencement of the academic session each year.

## 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.gcac.edu.in/specialisation/>

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 |
|-------------------|----------------|--------------------------|---|---|-----------------|
| BFA               | BFA            | FINE ARTS                | 68  | 68  | 100             |
| MFA               | MFA            | FINE ARTS                | 52  | 52  | 100             |
| No file uploaded. |                |                          |   |   |                 |

## 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)

[No such program is initiated](#)

## 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 |
|------------------------------------|----------|----------------------------|------------------------|---------------------------------|
| No Data Entered/Not Applicable !!! |          |                            |                        |                                 |
| No file uploaded.                  |          |                            |                        |                                 |

### 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 |
| <b>No Data Entered/Not Applicable !!!</b> |                   |      |

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 |
| <b>No Data Entered/Not Applicable !!!</b> |                 |                 |               |          |
| <b>No file uploaded.</b>                  |                 |                 |               |          |

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 |
| <b>No Data Entered/Not Applicable !!!</b> |      |              |                      |                    |                      |
| <b>No file uploaded.</b>                  |      |              |                      |                    |                      |

**3.3 – Research Publications and Awards**

3.3.1 – Incentive to the teachers who receive recognition/awards

|   |          |               |
|---|----------|---------------|
| State                                     | National | International |
| <b>No Data Entered/Not Applicable !!!</b> |          |               |

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

|   |                         |
|---|-------------------------|
| Name of the Department                    | Number of PhD's Awarded |
| <b>No Data Entered/Not Applicable !!!</b> |                         |

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) |
| <b>No Data Entered/Not Applicable !!!</b> |            |                       |                                |
| <b>No file uploaded.</b>                  |            |                       |                                |

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 |
| <b>No Data Entered/Not Applicable !!!</b> |                       |
| <b>No file uploaded.</b>                  |                       |

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 |
| <b>No Data Entered/Not Applicable !!!</b> |                |                  |                     |                |   |   |
| <b>No file uploaded.</b>                  |                |                  |                     |                |   |   |

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 |
|--------------------|----------------|------------------|---------------------|---------|---|---|

No Data Entered/Not Applicable !!!

No file uploaded.

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

| Number of Faculty                  | International | National | State | Local |
|------------------------------------|---------------|----------|-------|-------|
| No Data Entered/Not Applicable !!! |               |          |       |       |
| No file uploaded.                  |               |          |       |       |

### 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/<br>collaborating agency | Number of teachers<br>participated in such<br>activities | Number of students<br>participated in such<br>activities |
|------------------------------------|---|--|--|
| No Data Entered/Not Applicable !!! |   |  |  |
| No file uploaded.                  |   |  |  |

#### 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<br>Benefited |
|------------------------------------|-------------------|-----------------|---------------------------------|
| No Data Entered/Not Applicable !!! |                   |                 |                                 |
| No file uploaded.                  |                   |                 |                                 |

#### 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/<br>collaborating<br>agency | Name of the activity | Number of teachers<br>participated in such<br>activities | Number of students<br>participated in such<br>activities |
|------------------------------------|--|----------------------|--|--|
| No Data Entered/Not Applicable !!! |  |                      |  |  |
| No file uploaded.                  |  |                      |  |  |

### 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 |
|------------------------------------|-------------|-----------------------------|----------|
| No Data Entered/Not Applicable !!! |             |                             |          |
| No file uploaded.                  |             |                             |          |

#### 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<br>linkage | Name of the<br>partnering<br>institution/<br>industry<br>/research lab<br>with contact<br>details | Duration From | Duration To | Participant |
|------------------------------------|-------------------------|---|---------------|-------------|-------------|
| No Data Entered/Not Applicable !!! |                         |   |               |             |             |
| No file uploaded.                  |                         |   |               |             |             |

#### 3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate



|       |    |   |    |   |   |   |    |     |   |
|-------|----|---|----|---|---|---|----|-----|---|
| Total | 47 | 6 | 10 | 2 | 2 | 4 | 31 | 100 | 0 |
|-------|----|---|----|---|---|---|----|-----|---|

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

100 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 |
|--|--|
| <b>No Data Entered/Not Applicable !!!</b>  |  |

#### 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 |
|---|--|--|--|
| <b>No Data Entered/Not Applicable !!!</b> |  |  |  |

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 college is a heritage college established in the year 1864 and is , well known to be one of the premier institutes which nourishes art activity. In the beginning of the session the budget of the college is placed in the meeting of the Finance Committee and budgetary provisions are made for all these facilities. The Governing Body ( Government Of West Bengal) approves the budget or any major expense made for any such facility. Following are the maintenance mechanisms followed by the college in particular: 1. Maintenance of academic facilities: For all academic requirements like books and journals, IT facilities, organizing special lectures, seminars or workshops demands are placed by the departmental incharges or the faculties of the disciplines concerned in writing to the Principal. Approximate budgets are also stated on most occasions. The Principal places the requisition or demands in the meetings of the Governing Body, Finance Committee, Library Committee, or any other relevant committee. Tender notification is then done for bulk purchases. Otherwise, local vendors supply the necessary items. Financial rules of the government are strictly followed for all purchases. 2. Maintenance of Physical Support Facilities. All the disciplines and constituent units of the college are well connected to the office in this regard. Apart from the regular cleaning of the labs and classrooms, for any urgent maintenance on the part of electricity, plumbing, lab machineries, computers, the office arranges everything according to the demands raised by the each disciplines.

#### 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   | Nill                     | Nill               | Nill             |
| Financial Support from Other Sources |                          |                    |                  |

|                   |     |     |     |
|-------------------|-----|-----|-----|
| a) National       | Nil | Nil | Nil |
| b) International  | Nil | Nil | Nil |
| No file uploaded. |     |     |     |

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 |
|---|------------------------|-----------------------------|-------------------|
| No Data Entered/Not Applicable !!!        |                        |                             |                   |
| 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 |
|------------------------------------|--------------------|--|--|--|---------------------------|
| No Data Entered/Not Applicable !!! |                    |  |  |  |                           |
| No file uploaded.                  |                    |  |  |  |                           |

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 |
|------------------------------------|--------------------------------|---|
| No Data Entered/Not Applicable !!! |                                |   |

## 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 |
| No Data Entered/Not Applicable !!! |                                 |                           |                               |                                 |                           |
| No file uploaded.                  |                                 |                           |                               |                                 |                           |

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 |
|------------------------------------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| No Data Entered/Not Applicable !!! |  |                          |                           |                            |                               |
| No file uploaded.                  |  |                          |                           |                            |                               |

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               | 2                                       |
| No file uploaded. |   |

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

| Activity                                  | Level | Number of Participants |
|---|-------|------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |       |                        |
| No file uploaded.                         |       |                        |

**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 |
|---|-------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                         |                        |                             |                               |                   |                     |
| No file uploaded.                         |                         |                        |                             |                               |                   |                     |

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

Students took active part in organizing 'Parampara Annual Exhibition' Teacher's day celebration Celebrating Saraswati Puja Celebrating Birth Day of Abanindranath Tagore Organizing Annual Sports Study tour Celebrating Independence Day Celebrating Republic Day.

**5.4 – Alumni Engagement**

5.4.1 – Whether the institution has registered Alumni Association?

Yes

ALUMNI ASSOCIATION OF GOVT. COLLEGE OF ART CRAFT, CALCUTTA Registered with west Bengal Societies Act XXVI of 1961 Regd. No. 54152 of 2008-2009 Registered Address: 28 Jawaharlal Nehru Road, Kolkata 700016 Correspondence: Wind Villa, Flat B- 14, 305 M.G.Road, Kolkata 700104 Phone 9830191719. E-mail sec.gcacalumni19@gmail.com Website: https://gcacalumni.in Chairman : Prof. Chhatrapati Dutta President: Sri Hiran Mitra. Vice Presidents: Sri Manoj Sirkar Sri Mrityunjoy Chatterjee Secretary: Sri Ashit Paul Asst. Secretary: Smt. Gouri Bhowmik Treasurer: Sri Tapas Mitra Executive Committee Members: Aniruddha Mukherjee, Lalit Maity, Romi Banerjee Majumdar, Kiran K Sen, Pramathes Chandra, Tandra Chandra, Susanta Roy, Tapat Mitra, Subrata Kundu, Indrajit Banerjee, Pradip Sarkar, Supritu Banerjee, Amit Chakraborty, Srutinwita Roy, Pradip Chatterjee, Saswati Chaudhuri, Sikha Das, Ballari Mukherji, Jyotiprasad Mallick.

5.4.2 – No. of enrolled Alumni:

4

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

8000

5.4.4 – Meetings/activities organized by Alumni Association :

2

**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)

The institute has constituted different Committees for the smooth functioning of academic and administrative work of the institute. All the decisions related to college development, infrastructure budget allocation to various activities of the college are taken by a democratic and participative management system in which the teaching, non teaching staff students all contribute . A decentralized administrative system provides the best facility to the students. Before implementation of any important measure the Principal discusses it with the different stake holders in meetings, funds are mobilized and decisions are taken. To purchase any stationary or equipment's the in-charge gives a letter to the Principal mentioning the requirements which is forwarded by the Principal to the Purchase Committee (which includes all the in-charges). The committee consisted of The Principal, Governing Body Representatives ,Few Senior Teachers , Two nonteaching Staff Student Representatives .The Committee communicate to the vendors requesting to submit their quotations if the amount is less than Rs 50,000 After receiving these quotations envelopes are opened in the presence of all members. The Committee discussed the reputations, prices, and quality of the products that they claimed in their quotations, including its guarantee/warranty period in the presence of the Thus, the process of any purchase is executed through such a transparent way where faculties, administrative staff and Students are involved. The college ensures decentralization and participative management

2. Library Committee This committee consists of the Principal, Librarian, Coordinator IQAC, all incharges, teacher representatives of the Governing Body Students. The funds available for buying books are divided almost equally to all departments . Side by side, book requisition is also taken from the student members. Next, step is tender notice issued through college website. Thus it is ensured that the needs of all are ensured and funds are used in the best possible manner through a process of participative management.

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   |
|--|---|
| Curriculum Development                                     | The College is under the academic jurisdiction of the University of Calcutta, therefore curriculum development is finalized by University. However, college teachers are members of BOS in various subjects at both UG and PG level. Therefore they can contribute to the addition or modification of the curriculum from time to time. |
| Examination and Evaluation                                 | Examination system is now in a transition state from 4 year system to CBCS system at the UG level. There are dedicated exam conduction and tabulation committees constituted of college faculties to ensure smooth conduction and timely uploading of marks in the University portal.   |
| Library, ICT and Physical Infrastructure / Instrumentation | The database of the main Library is managed partially by KOHA software.   |



There is one dedicated internet browsing centre with two computers. The Library has a collection of 12000 and above rare books. This premier Institute has 47 computers with 2 smart class rooms. There is a dedicated seminar room with partially working acoustics. The studios of all the disciplines are not furnished with modern equipment. The infrastructural facilities include other amenities like a student's canteen, first aid room, one common room for girl students, and an open play ground.

Human Resource Management

The college and its employees are under the direct administrative control of the Dept. of Higher Education, Science Technology and Biotechnology, Govt. of West Bengal. There is a dedicated portal termed iFMS (Integrated Financial Management System) for the management of various academic and service related affairs of the employees. To cope with efficient management of the increasing human resource, the introduction of new facilities such as online submission of Self Appraisal Reports. More reforms such as an online service book for employees are in the pipeline

Admission of Students

The curriculum of the college is purely based on fine arts. Aspiring candidates need appear for an practical drawing test followed by viva voce. Candidates are judged according to their performance in consecutive rounds. An admission committee comprising of Faculty members/In-Charge supervise the entire admission process, in compliance with the regulations laid down by the Higher authorities. This usually commences within one week of publication of Class 12 results by all major educational boards across India.

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

| E-governance area             | Details  |
|-------------------------------|--|
| Planning and Development      | Each discipline is provided with computers having internet facility. The Institutes Main Library has a huge collection of books, journals, rare manuscripts and reading room facility for students. The Library is managed by KOHA software. |
| Student Admission and Support | Online admission includes online payment gateway through SBI Collect.  |



**Administration**

Administrative work is being completed at the Principal's office with 1 terminal connected through a 50 MBPS leased line. WiFi facility is not available throughout the premises of the Institute. All leave applications, statements of attendance, and other service-related documents are handled and uploaded through the West Bengal Higher Education iFMS portal. 24x7 CCTV surveillance system was only initiated at the library and the adjacent corridor.

**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/<br>workshop attended<br>for which financial<br>support provided | Name of the<br>professional body for<br>which membership<br>fee is provided | Amount of support |
|---|-----------------|---|---|-------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                 |   |   |                   |
| No file uploaded.                         |                 |   |   |                   |

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<br>professional<br>development<br>programme<br>organised for<br>teaching staff | Title of the<br>administrative<br>training<br>programme<br>organised for<br>non-teaching<br>staff | From date | To Date | Number of<br>participants<br>(Teaching<br>staff) | Number of<br>participants<br>(non-teaching<br>staff) |
|---|---|---|-----------|---------|--|--|
| <b>No Data Entered/Not Applicable !!!</b> |   |   |           |         |  |  |
| No file uploaded.                         |   |   |           |         |  |  |

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<br>professional<br>development<br>programme | Number of teachers<br>who attended | From Date | To date | Duration |
|--|------------------------------------|-----------|---------|----------|
| <b>No Data Entered/Not Applicable !!!</b>                |                                    |           |         |          |
| No file uploaded.  |                                    |           |         |          |

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

| Teaching                                  |           | Non-teaching |           |
|---|-----------|--------------|-----------|
| Permanent                                 | Full Time | Permanent    | Full Time |
| <b>No Data Entered/Not Applicable !!!</b> |           |              |           |

6.3.5 – Welfare schemes for

| Teaching                                  | Non-teaching | Students |
|---|--------------|----------|
| <b>No Data Entered/Not Applicable !!!</b> |              |          |

## 6.4 – Financial Management and Resource Mobilization

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

No Data Entered/Not Applicable !!!

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 |
|--|-------------------------------|---------|
| No Data Entered/Not Applicable !!!                       |                               |         |
| No file uploaded.  |                               |         |

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

## 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       | Null     | Null   | Null     | Null      |
| Administrative | Null     | Null   | Null     | Null      |

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

6.5.5 – Internal Quality Assurance System Details

|  |      |
|--|------|
| a) Submission of Data for AISHE portal | Null |
| b)Participation in NIRF                | Null |
| c)ISO certification                    | Null |
| d)NBA or any other quality audit       | Null |

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 |
|------------------------------------|------------------------------------|-------------------------|---------------|-------------|------------------------|
| No Data Entered/Not Applicable !!! |                                    |                         |               |             |                        |
| No file uploaded.                  |                                    |                         |               |             |                        |

## 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 |
| <b>No Data Entered/Not Applicable !!!</b> |  |  |        |      |

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 |
| <b>No Data Entered/Not Applicable !!!</b>   |

7.1.3 – Differently abled (Divyangjan) friendliness

|   |        |                         |
|---|--------|-------------------------|
| Item facilities                           | Yes/No | Number of beneficiaries |
| <b>No Data Entered/Not Applicable !!!</b> |        |                         |

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 |
|---|--|--|------|----------|--------------------|------------------|--|
| <b>No Data Entered/Not Applicable !!!</b> |  |  |      |          |                    |                  |  |
| No file uploaded.                         |  |  |      |          |                    |                  |  |

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

|   |                     |                          |
|---|---------------------|--------------------------|
| Title                                     | Date of publication | Follow up(max 100 words) |
| <b>No Data Entered/Not Applicable !!!</b> |                     |                          |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity                                  | Duration From | Duration To | Number of participants |
|---|---------------|-------------|------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |               |             |                        |
| No file uploaded.                         |               |             |                        |

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

|   |
|---|
| <b>No Data Entered/Not Applicable !!!</b> |
|---|

**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

|   |
|---|
| <b>No Data Entered/Not Applicable !!!</b> |
|---|

**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

|                            |
|----------------------------|
| <b>No data entered !!!</b> |
|----------------------------|

**8.Future Plans of Actions for Next Academic Year**

Seminar / Workshop on interdisciplinary art activity. Internal Academic Audit for more transparency. Implementation of Fully Automated Student Database College Management system (MIS) Innovative research project related with art activity. Create a digital library for easy accession of books..