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## XAVIER BOARD OF HIGHER EDUCATION IN INDIA

31, PRIMROSE ROAD, BANGALORE - 560 025, INDIA

### ADMINISTRATIVE AUDIT REPORT OF LORETO COLLEGE, KOLKATA, WEST BENGAL

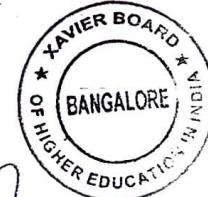
The Administrative Audit of LORETO COLLEGE, KOLKATA was conducted from May 30 – June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit the College completed and submitted the administrative audit manual developed and deployed by Xavier Board of Higher Education in India.

**Xavier Board of Higher Education in India records its gratitude to the Management of the College, Loreto House Educational Society of Calcutta, for the initiative and the tireless efforts taken to carry out the Administrative and Academic Audit. The team places on record the tremendous work done by the Principal, the faculty, the administrative and supportive staff, the students and Alumnae in keeping the name of the College flying high.**

The onsite visit of the audit began with a meeting with the Principal, Dr. Sr. Christine Coutinho and Sr. Agnes, the Superior. The Principal made a presentation about the institution and this was followed by a short interaction with the team members. This was followed by meetings with the faculty, Administrative and supportive staff, students and alumnae and visits to the various infrastructural facilities of the College.



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Head, Dept. of Geology, (Retd),  
University of Madras, Chennai

Dr. Fr. Daniel Fernandes, SJ  
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Dr. Ms. Ordetta Mendoza  
Co-ordinator,  
XB-AA Audit Team

The team noted the progress the College has made since the last accreditation in terms of increase in infrastructure facilities, programmes, number of faculty and students and the overall functioning of the college, quality initiatives and quality sustenance measures in response to the recommendations of the NAAC Peer team.

Loreto College was established on February 2, 1912 as a unit of The Loreto House Educational Society of Calcutta, and has catered to educating generations of women over the last 107 years. The College is situated in the heart of the city of Kolkata on a 2.75 acre property with 11129 sq. mts. built up area and have shared facilities for sports and games. The College is under the management of The Loreto House Educational Society of Calcutta. The College is a Minority institution affiliated to the University of Calcutta and is a composite college.

The College has been recognised by the UGC under section 2(f) and 12B since 1999 and was awarded A grade with a CGPA of 3.26 by NAAC in Jan. 2013 (3<sup>rd</sup> cycle).

#### **Observations:**

The College offers both UG (General and Honours) and PG programmes (MA English). Including the Principal, the college has 43 faculty members on its rolls, most of whom are adequately qualified as per UGC norms. It also has 24 non-teaching and supportive staff with 14 of them being employed by the management. The institution also caters to over a 1000 strong, vibrant student body who brings life to the campus.

#### **Commendations:**

- The institution has set up several committees which meet regularly thus ensuring the smooth governance and management of the College as well as the day to day running of the College.
- An Equal Opportunities Cell and an Anti-sexual harassment cell are in place ensuring that there are no untoward incidences in the college.
- An Anti-ragging cell has also been set up with a faculty member in charge of the same. Information regarding ragging is displayed in prominent areas on the campus and on the college website. To date there have been no instances of ragging on campus.
- Students are given the opportunity to air their grievances through drop boxes placed in the college thus assuring them of anonymity.

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- Appreciation for the faculty most of whom are qualified with much teaching experience and have a good number of publications to their credit.
- The faculty members hold regular tutorials and remedial classes for the academically weaker students, thus strengthening the possibility of their empowerment by increasing their cognitive capability and success rate in the long run.
- Faculty are permitted to participate in refresher /orientation courses as well as permitted to complete their higher qualification under the UGC's Faculty Development Programme.
- Students were appreciative of the faculty for the quality of teaching and the time spent on mentoring.
- The value education classes are much appreciated.
- Enrichment Courses like Calligraphy, Foreign Languages, Public Speaking, Editing and Publishing help students go beyond the curriculum.
- The campus is kept clean and tidy.
- The College pays the premium towards medical insurance for the non-teaching staff.
- The NSS unit of the college organises a health camp for the non-teaching staff every year.
- The administrative staff are given professional training from time to time to enhance their accounting and computer skills.

#### **Financial aspects:**

- The institution has put in place an accounting software. (MIS)
- Budget is prepared by the Principal, Accountant and Bursar in consultation with all the HODs.
- Approximately 85% of the income of the institution is re-invested into the institution.
- About 14% of the faculty are paid by the Management.

#### **Infrastructure and Physical facilities:**

- The college has enhanced its infrastructure facilities – adding 2 science labs, 2 computer labs, 4 rooms (without projection facilities) and 8 rooms with projection facilities.
- Seamless automation of the functioning of the institution with facility for storage of data using Cloud computing.
- RFID and Biometrics backed by card in place / biometrics for faculty.

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- A few private scholarships are available for students, this is administered by the Principal
- The Students' Health Home enabling students to avail of medical facilities at a minimum cost.
- Several programmes have been conducted by the college in connection with gender equity.
- Evaluation of Examination papers is done by the parent University.
- Integrated Library Management System is in place – KOHA and the college subscribes to e-books and e-journals.
- The expenditure on Library Books has doubled from 2015- 16 to 2017-18.
- An Internal Complaints Committee has been recently set up.
- CCTV and fire extinguishers are installed on the campus, security guards, police protection during examinations and Inter-collegiate programmes
- Limited sports and games facilities. Self-defence classes and Yoga are also taught. Gym equipment is available for students in the common room.
- Limited hostel accommodation is available for Catholic students.
- Alumnae and parents have great appreciation for the institution
- Limited reprographic facilities.
- Alternate energy sources (Solar) are much appreciated.

#### **Recommendations:**

- The various policies of the institution can be reframed / rewritten including Human Resource, Admission, Strategic Plan, and Quality policy.
- Vision and Mission statement of the College and Vision and Mission of the departments to be made specific. The Vision and Mission of the departments to be in alignment with that of the College.
- The role and function of heads of various committees and societies, IQAC and DQAC co-ordinators, NAAC co-ordinator, to be spelt out.
- Programme Specific Outcomes, Programme Outcomes and Course outcomes to be spelt out and hosted on the college website.
- Programmes for supportive staff can be held atleast once or twice a year on personality development, government schemes available for those Below Poverty Line.



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BANGALORE  
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- Welfare schemes like interest free loans, co-operative store can be set up for the non-teaching staff.
- Finance committee can be reconstituted to include more management personnel.
- Cyber Security of college information needs to be ensured.
- More programmes to be organised for faculty, administrative and supportive staff and students through Women's Development Cell.
- Faculty to be encouraged to participate in national, international conferences, seminars and workshops in well reputed institutions in other states.
- System administrator required on campus throughout the working hours of the college.
- Wi-Fi facility to be increased to atleast 100Mbps and available for both faculty and students
- Being an old institution rare books and manuscripts can be maintained in an archive for posterity
- Basic facilities like book /stationery store, ATM to be made available for faculty and students
- Green Audit to be conducted every year.
- Encourage student participation in several extension activities promoted through the societies and clubs, especially outreach programmes. Appreciation for 'Kalakrithi' of the Psychology department.
- Placement cell to made more vibrant.
- More PG courses and Electives to be introduced if possible
- Maximum utilization of available infrastructure
- One ERP to ensure seamless automation in the college.
- Alumnae engagement can be improved given the fact that the institution is over 100 years.

On behalf of Xavier Board of Higher Education in India, the AA Audit Team places on record the tireless services of the Principal without whom much of the progress would not have been accomplished.



Date: July 12, 2019

Place: Bangalore

*SP Mohan*  
Prof. S. P. Mohan,  
Head, Dept. of Geology, (Retd),  
University of Madras, Chennai

*Amal*  
Dr. Fr. Daniel Fernandes, SJ  
Principal,  
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*Ordetta Mendoza*  
Dr. Ms. Ordetta Mendoza  
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### ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF COMPUTER SCIENCE, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30 – June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology,(Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous),Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Ms. Chandrani Sengupta, the HoD made a presentation which was followed by an interaction with the audit team. Dr. Ms. Ordetta Mendoza visited the Computer Lab on May 31, 2019 and interacted with the two faculty members.

#### Observations:

- The department was established in 1986 and currently offers a computer literacy course as a compulsory course for all undergraduate programmes. There are only 2 faculty members in the department, both of whom are Management paid. They do not have the required qualifications as per the UGC guidelines.

#### Commendations

- The syllabus was last revised in 2017and has several thrust areas of computer science incorporated into it. The syllabus has been designed by the department.

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- Two certificate courses of 6 months duration have been offered by the department in Advanced Computers and / Web designing.
- The learning level of students are assessed soon after admission through a mandatory test; advanced learners are encouraged to improve their skills and knowledge through independent learning while slow learners are engaged in remedial teaching 2 hrs/week.
- Teaching – learning includes several student-centric, participative learning methods such as projects, lectures, seminars, and case studies which helps students understand the real, professional milieu. Faculty also employ ICT in the teaching process.
- Spoken tutorial course in collaboration with IIT, Mumbai
- A good pass percentage over the last 3 years with improvement each year.
- A faculty performance appraisal system is in place.

#### Recommendations

- ✓ Faculty need to be adequately qualified and eligibility to be as per UGC norms.
- Student: teacher ratio needs to be improved.
- ✓ Communicate the Programme outcome, Programme Specific Outcome and the Course outcome to the students at the beginning of the Programme and courses. Display the same on the website.
- ✓ Conduct more seminars / workshops / hands-on training programmes for the students.
- ✓ Industrial visits to be encouraged/ interaction with corporates to be enhanced.
- ✓ More relevant certificate / diploma courses to be offered and student registration for these courses can be enhanced through motivation and training workshops.
- Library resources in the central library need to be enhanced.
- ✓ IT infrastructure for the students needs to be improved.
- ✓ Department can consider conducting training programmes for faculty of the college.

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Place: Bangalore



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## ACADEMIC AUDIT REPORT

### OF THE DEPARTMENT OF BENGALI, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30-June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology,(Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The team members visited the department of Bengali on May 31, 2019 and interacted with the Head of Department, Dr. Amrita Dasgupta, who made a presentation which was followed by an interaction with the audit team.

#### Observations:

- The department was established in 1912 and offers a general course in Bengali language at the UG level. Being an affiliated college, the department does not have the freedom to frame its own curriculum but offers suggestions /comments as and when sought for by the parent University.
- Cross cutting issues relevant to gender, women's studies, environmental issues, etc., have been incorporated into the course work stipulated by the parent University through topics of study such as romantic poetry, post-modern poetry and drama studies.

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### Commendations

- The faculty member of the department goes beyond the prescribed syllabus and teaches Bengali history and literature helping students improve their knowledge and develop an appreciation for the language.
- Students are taken on study and field trips to enrich their learning experience and knowledge.
- The department ensures that feedback is obtained from some of the stakeholders which is analysed and follow up action is taken; confidentiality is maintained.
- The knowledge level and writing skill of the students in the Bengali language are ascertained after admission.
- Advanced learners are given reference work and writing assignments while slow learners are given extra classwork and also remedial classes are conducted by the faculty member.
- Teaching – learning includes several student-centric, participative learning methods; both inductive and deductive methods, flipped class room, brain storming sessions, quiz programmes, mind maps and classroom discussions, which engage students in and enkindle in them an urge for learning
- Mentoring takes place in the department.
- 100% pass percentage in the BA (Hons.) programme.
- Students are encouraged to participate in programmes outside the college (both state and national level).
- Faculty member has taken time to attend workshops and conferences, etc. as well as refresher courses.
- A faculty performance appraisal system is in place.

### Recommendations

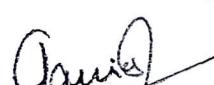
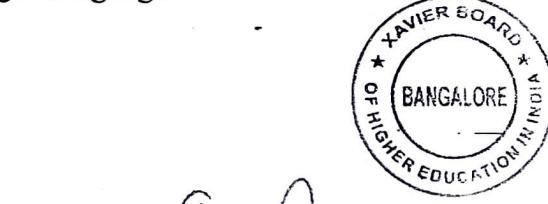
- More students to be encouraged to take up the study of Bengali as a subject.
- ✓ Publication by faculty can be improved.
- ✓ Conduct more seminars / workshops for the students.
- Better classroom facilities are required.
- Work towards interdisciplinary programmes and offering value-added courses such as mass communication in Bengali language.

Date: July 12, 2019

Place: Bangalore



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## ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF ENGLISH, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30- June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The department made a presentation to the team members on May 30, 2019 and this was followed by an interaction with the Head of Department Ms. Mangala Gouri Chakraborty and all the faculty members of the department.

### Background:

The department of English was started in 1912 and is the first department in the College to offer Honours programme, as early as 1927. Post Graduation was introduced in 2016. For over fifty years the department has practiced a unique tutoring and mentoring system. The programmes of the department are offered under the CBCS as decided by the University of Calcutta.

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### Observations :

- The department aims to empower women to respond to the challenges of the world with wisdom and empathy. Students are made to read texts and contexts critically, to analyse issues and respond effectively to transform the world into a better place.
- The modified syllabus for English Honours is more inclusive, including the writings of some famous Indian writers, translated from Indian languages.
- Being one of the oldest departments, it collaborates with other departments of the College to address the other students also on topics of interest.

### Commendations:

- Good demand ratio of 1:15 for the UG programme while for the PG programme it is 1:6
- Assessment of student learning level after the students are admitted to the department
- Advance learners and slow learners are identified and tutored accordingly. Remedial teaching is done by the department for students who require it.
- Faculty use e-learning resources in the teaching process.
- Faculty of the department use participative learning methods for students of all the four programmes and courses (UG Honours, PG, General and Compulsory Language).
- Students have consistently performed very well in the university exams.
- Faculty are engaged in mentoring students of the department.
- Scholarships are available for the students of the department
- Peer reviewed journal published by the department.

### Suggestions/Recommendations:

- Faculty members are involved in research; however, they could explore the possibility of publishing research articles in more established and high impact factored peer reviewed journals.
- More students could be encouraged to take up small research projects.

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- Department could think of offering a few add on / certificate /diploma courses for students of the department as well as other students of the College.
- Student: Teacher ratio which is currently 35:1 needs to be improved.
- Mentor: mentee ratio can also be improved.
- Library resources can be upgraded.
- Institution could explore the possibilities of networking/collaborating with other research institutes.
- Student progression needs to be closely monitored.
- Alumnae can be engaged in helping to develop the department.

Date:July 12, 2019

Place: Bangalore:



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### ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF MATHEMATICS, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30- June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The department made a presentation to the team members on May 30, 2019 and this was followed by an interaction with the Head of Department, Dr. Satyabrota Kundu.

#### Background:

The department of Mathematics was established in 2012 with the purpose of offering high quality logical and quantitative courses which will equip students to apply Mathematics in various fields especially in Economics, Geography and Psychology.

#### Observations / Commendations:

- The department follows the curriculum framed by the University of Calcutta
- It also organises and conducts regular field trips and Internship for Students

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- Student learning takes place through experiential and problem -solving methods. One course is taught through participative learning method.
- Academically weak students are encouraged and remedial classes are conducted for them.
- Faculty member is adequately qualified as per UGC norms
- Student pass percentage is 100.
- Mentoring of students is undertaken and the mentor to mentee ratio is 1:5.
- The department has a Teacher: Student ratio of 1: 30
- The faculty member has many publications to his credit.
- Academe -industry interface which helps students to get a glimpse of the practical needs of the industry.

**Suggestions/Recommendations:**

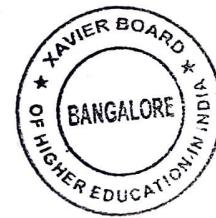
- Student strength in the department to be increased.
- ✓ Efforts should be made to draw more students to the General course by networking with schools and other institutions.
- ✓ Faculty members may be encouraged to attend Conferences and seminars.
- Infrastructure for laboratory work should be upgraded including e-resources (wi-fi connectivity)
- ✓ The Department can offer add-on or value-added courses to students from other Departments
- ✓ Students could be encouraged to take up small research projects.
- Institution could explore the possibilities of networking/collaborating with other research institutes in Kolkata.
- ✓ Students need to be allowed to participate in subject related activities in other institutions.
- Participation in outreach programmes to be encouraged.
- Institution of scholarships for students can be considered.
- ✓ Student progression needs to be closely monitored.
- Alumnae can be engaged in helping to develop the department.

Date: July 12, 2019

Place: Bangalore

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### ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF PSYCHOLOGY, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30- June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The department made a presentation to the team members on May 30, 2019 and this was followed by an interaction with the Head of Department Dr. Ms. Sayantani Chatterjee and the faculty members of the department.

#### Background:

The department of Psychology was started in 2007 and offers a Honours Programme. The vision of the department is in alignment with the vision and mission of the College. The institution had the resourcefulness to offer a right blend of professional and skill elements, and also to provide adequate theory and practical exposure to students. The course has great potential given the good demand ratio.

Handwritten signature of Prof. S. P. Mohan.

Prof. S. P. Mohan,  
Head, Dept. of Geology, (Retd),  
University of Madras, Chennai

Handwritten signature of Dr. Fr. Daniel Fernandes, SJ.

Dr. Fr. Daniel Fernandes, SJ  
Principal,  
St. Joseph's Com. College, Bangalore

Handwritten signature of Dr. Ms. Ordetta Mendoza.

Dr. Ms. Ordetta Mendoza  
Co-ordinator,  
XB-AA Audit Team



### Observations / Commendations:

- The faculty members are adequately qualified as per UGC norms.
- The demand ratio is approximately 1:20
- The department has 2 UG laboratories as well as a laboratory assistant and is conducive for teaching this programme,
- The teachers use various e-resources in the teaching -learning process as well as conducts debates, quizzes, brainstorming sessions, etc.
- Faculty participate in a number of Seminars and Conferences and have a good number of Research Publications
- KALAKRITI- An Outreach Program is organised by Psychology Society
- About 12- 14 % of the students are from other states in the country.
- The department assesses the learning level of the students after admission and appropriate measures are taken to improve the learning level such as remedial teaching for slow learners and guided research projects and papers for advanced learners.
- Third year students are taken for field visits and given exposure to practical aspects of Human Resource Management, assessment using psychometric tests, etc.
- Procurement of software to conduct practical classes.
- Pass percentage stands at 100.
- Student progression to Postgraduate programmes is around 99%.

### Suggestions/Recommendations:

- Since the faculty are on the Board of Studies of the parent University, they can suggest that more modern software-based application for practical be incorporated into the syllabus.
- Certificate courses of minimum 30 hours, related to the subject, could be offered as value add-on courses across disciplines.
- Student: teacher ratio can be brought down to 1:20.
- College can consider approaching the parent University for additional seats given the good demand ratio.

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- Postgraduate programme can be considered in the future given the number of students progressing to higher studies
- ✓ Seminars and workshops as well as invited lectures can be organised for students.
- ✓ Books and journals can be increased in the library
- ✓ Internships and on the job trainings to be encouraged/organized.
- Students can be engaged in outreach programmes such as Swachh Bharat, AIDS awareness and Gender issues.
- Scholarships can be instituted in the college by the department for their students with the help of alumnae and benefactors.
- ✓ Department may consider signing MoU's with other institutions and organisations for student training programmes.

Date: July 12, 2019

Place: Bangalore:



  
 Prof. S. P. Mohan,  
 Head, Dept. of Geology, (Retd),  
 University of Madras, Chennai

  
 Dr. Fr. Daniel Fernandes, SJ  
 Principal,  
 St. Joseph's Com. College, Bangalore

  
 Dr. Ms. Ordetta Mendoza  
 Co-ordinator,  
 XB-AA Audit Team



# XAVIER BOARD OF HIGHER EDUCATION IN INDIA

31, PRIMROSE ROAD, BANGALORE - 560 025, INDIA

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## ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF SOCIOLOGY, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30 – June 1, 2019). The team comprised

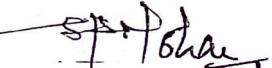
- Prof. S. P. Mohan, Professor and Head Department of Geology,(Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

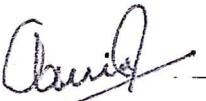
Prior to the visit the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

The Head of the UG Department Ms. Sanchita Gangopadhyay, made a presentation which was followed by a visit to the department on May 31, 2019 and interaction with the XB-AA audit team members.

### Observations:

- The department was established in 2017 and currently offers Sociology as an elective to students of various BA Honours programmes.
- There is only one faculty member, the Head of Department, appointed by the Management as a guest faculty.

  
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- The curriculum prescribed by Calcutta University was adopted by the department in 2017 and in 2018 was revised and framed under the CBCS.
- The Curriculum integrates several cross-cutting issues relevant to gender, environment and sustainability such as the Changing Role of Women in family and marriage with special reference to legislation and Violence against women, inequality in work place and education as well as patterns of urbanization in India and population problems.
- Advanced learners are encouraged to improve their knowledge through peer teaching groups and peer monitoring while slow learners are engaged in remedial teaching (1 class/ teacher / month).
- The faculty member follows a teaching plan which is given to the students at the beginning of the academic session.
- Teaching -learning is done through various means including flipped classrooms and case-study research methods.
- Mentoring is carried out in the department, 2 hrs /week with the ratio being 1:87.
- The teacher ensures student learning through continuous tutorials, mid-term and selection examinations.

### Recommendations

- Full-time teacher needs to be appointed.
- Faculty needs to be adequately qualified.
- Student: teacher ratio needs to be improved to a great extent.
- ✓ • LMS and use of e-resources can be included as part of the teaching -learning process.
- ✓ • Conduct seminars / workshops / hands-on training programmes for the students.
- ✓ • Field visits to be encouraged/ interaction with corporates to be enhanced.
- ✓ • Relevant certificate courses and value-added courses can be offered
- ✓ • Library resources in the central library to be enhanced.

Date: July 12, 2019

Place: Bangalore:

Prof. S. P. Mohan,  
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University of Madras, Chennai

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## XAVIER BOARD OF HIGHER EDUCATION IN INDIA

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### ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF HISTORY, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30- June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

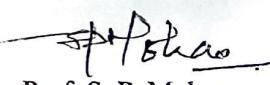
Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The department made a presentation to the team members on May 30, 2019 and this was followed by an interaction with the Head of Department Mrs. Anindita Bandyopadhyay and all the faculty members of the department.

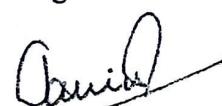
#### Background:

The department of History was established in 1912 when the college started and offered History as a discipline until 1958 when it began offering the Honours programme in History. Currently the department offers a General Programme and the Honours Programme in History.

#### Observations / Commendations:

- Faculty are adequately qualified and most have over 12 years teaching experience.
- The department offers a Certificate course on Heritage Awareness
- Students are taken for field trips and study tours to archaeological sites as well as some of them undertake internship / on-the-job-training.

  
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- Students from other states are admitted to the programmes of study offered by the department
- The faculty are engaged in remedial teaching for the academically weaker students
- The department has a healthy student: teacher ratio
- Faculty make the teaching plan known to the students by displaying it on the bulletin board in the respective classrooms.
- Seminars areorganised regularly for the students as well as panel discussions and guest lectures.
- Special Lectures on History of Medicine, Health and Media.
- Faculty participate in Conferences, Seminars, deliver lectures and present papers on various topics.
- Faculty are members of professional bodies / committees.
- HISTORIA- Inter-Collegiate event is being organised by the department for students
- The pass percentage of students in the department is 100.
- The department has a good museum.
- Scholarship / free-ship available to a few students.

#### Suggestions / Recommendations

- Student admissions can be scaled up for both Honours programme and the General course.
- ✓ Heritage Conservation and Management course may be offered as Skill Enhancement course
- Remedial classes can be increased per week
- ✓ Faculty can be encouraged to use ICT in the teaching -learning -evaluation process
- More scholarships can be instituted with the help of the Alumnae/ benefactors.
- ✓ Being an old department, it can work towards setting up an archive for the institution.
- ✓ Student progression to be followed up closely.
- ✓ More books and journals (hardcopies) can be added to the library (Central and Departmental).



Date: July 12, 2019

Place: Bangalore

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### ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF GEOGRAPHY, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30- June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous) Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The department made a presentation to the team members on May 30, 2019 and this was followed by an interaction with the Head of Department Mrs. Soma Ganguly and all the faculty members of the department.

#### Background:

The department of Geography was established in 1912 when the college started and offered Geography as a General Programme until 1963 when it began offering the Honours programme in Geography.

#### Observations:

- The department has been conducting a 21-days Certificate Course in GIS since 2017
- It also organises and conducts regular field trips and Internship for Students

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Co-ordinator,  
XB-AA Audit Team



- The department also has been organising regular Seminars and Workshops on GIS
- Faculty use e-resources as part of the teaching-learning process apart from other interactive / participative methods of teaching.
- Academically weak students are encouraged and remedial classes are conducted for them.
- Faculty members are adequately qualified as per UGC norms
- Student pass percentage is nearly 100%
- Mentoring of students is undertaken.
- The department has a Teacher: Student ratio of 1:15
- The well-maintained Museum of the department is much appreciated.

**Suggestions/Recommendations:**

- Request the parent University to update the curriculum since the curriculum was last revised in 2009-2010.
- Make efforts to draw more students to the General course by networking with schools and other institutions.
- Faculty members may be encouraged to attend Conferences and seminars.
- Publications by faculty to be increased
- The Department can offer GIS course to students from other Departments
- Students could be encouraged to take up small research projects.
- Department could think of offering a few add on / certificate /diploma courses such as 'Disaster Management' for students of the department as well as other students of the College.
- Institution could explore the possibilities of networking/collaborating with other research institutes including the GSI located in Kolkata.
- A full-fledged Geolab can be setup for the benefit of faculty and students.
- Student progression needs to be closely monitored.
- Alumnae can be engaged in helping to develop the department.

Date: July 12, 2019

Place: Bangalore

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**ACADEMIC AUDIT REPORT  
OF THE  
DEPARTMENT OF ECONOMICS,  
LORETO COLLEGE, KOLKATA, WEST BENGAL**

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30-June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology,(Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College(Autonomous), Chennai.

Prior to the visit the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. Dr. Ms. Ordetta Mendoza, visited the UG department Economics on May 30, 2019 and interacted with the Head of Department and faculty. Dr. Suranjana Mitra, HoD, made a presentation to the audit team which was followed by an interaction with them.

**Observations:**

- The department was established in 1927 offered a general programme and since 2012 has also been offering an Honours programme at the UG level.
- There are 4 faculty members in the department all of whom are qualified as per the UGC guidelines.

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Dr. Ms. Ordetta Mendoza  
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XB-AA Audit Team



- Being an affiliated college, the department does not have the freedom to frame its own curriculum but offers suggestions /comments as and when sought for by the parent University.
- The curriculum has cross cutting issues incorporated and addresses various aspects including environment and issues of gender with reference to social dimensions of poverty.

### Commendations

- The learning level of students are assessed soon after admission through a mandatory test; advanced learners are encouraged to improve their skills and knowledge through independent learning while slow learners are engaged in remedial teaching 2 hrs/week.
- Teaching – learning includes several student-centric, participative learning methods which include both inductive and deductive methods, flipped class room, brain storming sessions, quiz programmes, mind maps and classroom discussions.
- The students undertake Internship / On-the job training.
- Mentoring takes place in the department.
- The pass percentage in the BA (Hons.) programme is 100.
- Students are encouraged to participate in programmes outside the college (both state and national level).
- All the faculty members of the department are involved in remedial teaching.
- Faculty use e-learning resources as part of the teaching -learning process.
- Faculty have taken time to attend workshops and conferences, etc. as well as refresher courses.
- A faculty performance appraisal system is in place.
- Support for a few needy students is through scholarship.

### Suggestions / Recommendations

- Two of the faculty members can attain higher qualifications.
- More experienced faculty can be invited to give guest lectures, etc.
- Student admissions to be improved as well as student diversity.
- Publication by faculty can be improved.
- Conduct more seminars / workshops / hands-on training programmes for the students.

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- Industrial visits to be encouraged and more students to take up internship especially during vacations.
- Library resources can be upgraded.
- Work towards interdisciplinary programmes and offering value added courses.
- Availability of IT and infrastructure can be looked into and improved where possible.
- Alumnae to be contacted and ensure that there is good alumnae engagement in the institution.

Date: July 12, 2019

Place: Bangalore



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### ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF EDUCATION, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30- June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit, the department of Education completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The department made a presentation to the team members on May 30, 2019 and this was followed by an interaction with the Head of Department Dr. Ranjitha Dawn and all the faculty members of the department.

#### Background:

The department was established in 1958 and aims to inculcate values of justice and sincerity, nurturing reasoning and understanding cultivated through educational experiences. They also aim to develop empowered and confident women who will commit themselves to social needs.

#### Observations / Commendations:

- The curriculum was last revised by the University of Calcutta in 2010 and the department has flexibility in modifying some aspects of the curriculum.

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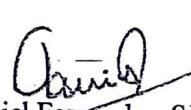
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- The curriculum has emerging and thrust areas which are interdisciplinary in nature with subjects like Psychology, Statistics Sociology and Philosophy.
- The faculty follow a teaching plan which is given to the students at the beginning of the semester.
- The Dr. Neelu Singhvi Sancheti Memorial Lecture organised every year which focusses on diverse current issues is a boon to the students.
- Students are taken on study tours and exposed to various aspects of teaching and administration in schools such as school enrolment, dropouts, wastage and stagnation, etc., as well as special education, data collection, statistical analysis and interpretation of data.
- Demand ratio is approximately 1:4
- The department admits a few students from other states of the country.
- Advanced learners and slow learners are identified and appropriate measures including remedial teaching is taken to improve their learning levels.
- The teachers adopt creative and innovative methods to ensure that student learning takes place. A few courses have experiential learning as well as problem solving methods.
- The student to full-time teacher ratio is 1:33, the department has 5 sanctioned teaching posts.
- The mentor: mentee ratio is 1:6 per year with faculty spending 2 hrs / week for mentoring
- Faculty members have been invited as resource persons to seminars and conferences, etc., in various institutions at the international and national level.
- All the Faculty members are adequately qualified and have much teaching experience.
- Faculty participated in seminars, conferences and workshops at the state and national levels.
- One Faculty member pursued Ph.D. through FDP of the UGC.
- The department has received grant from ICSSR to conduct a seminar titled: Perception and Portrayal of Women with Disabilities.
- The Head of Department has several publications to her credit.
- ICT in Teaching – learning is restricted to the use of resources other than LMS and e-resources.

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### Suggestions/Recommendations:

- Student admission needs to be scaled up.
- Institution could explore the possibilities of collaborative linkages with other research institutes and plan to publish a quality department Journal.
- ✓ The department can plan to offer certificate / diploma /value added courses to students of other departments.
- ✓ Incorporation of ICT in the teaching -learning process needs to be seriously considered.
- Library resources such as books and journals (hard copies) can be increased.
- Efforts to be made to expose students to outreach programmes as well as visit schools / centres for differently abled children.
- ✓ Efforts can be made to follow up student progression.
- ✓ Student seminars can be organised.
- Scholarships can be instituted for the needy students of the department
- Alumnae engagement can be strengthened.

Date: July 12, 2019

Place: Bangalore:



  
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## XAVIER BOARD OF HIGHER EDUCATION IN INDIA

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ACADEMIC AUDIT REPORT  
OF THE  
DEPARTMENT OF FILM STUDIES,  
LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30- June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous) Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The department made a presentation to the team members on May 30, 2019 and this was followed by an interaction with the Head of Department Ms. Dipanwita Ghosh.

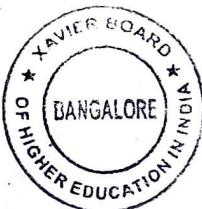
**Background:**

The course on Film studies (General) was introduced in 2004. The vision of the course has been to empower women, to explore the social, cultural and economic implications by utilizing visual medium to face local and global challenges.

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Co-ordinator,  
XB-AA Audit Team



The institution had the resourcefulness to offer a right blend of professional and skill elements, and also to provide adequate theory and practical exposure to students. The course has great potential.

#### Observations:

- The course is a General course offered to undergraduate students.
- There is only one faculty member, the Head of the department who is not adequately qualified as per UGC norms.
- The demand ratio is approximately 1: 10
- Mentoring is done in the department but the Mentor: Mentee ratio is very high 1: 44

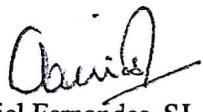
#### Commendations:

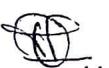
- This course is a good initiative to nurture the creative talents of the students and also to expose them to the creative world of cinema.
- The course follows innovative class room teaching through screening of documentaries and interview clips coupled with classroom discussion.
- Students are encouraged to do innovative projects such as writing short films and documentaries.

#### Suggestions/Recommendations:

- Being an affiliated College, the institution is bound to follow the syllabus prescribed by the University. Despite this, the department has gone beyond in some aspects of the syllabus such as selecting films and documentaries based on gender issues etc. Such good practices could be extended all through the syllabus.
- Certificate courses of minimum 30 hours, related to the subject, could be offered as value addition courses.

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- Kolkata has a good network with theatre and the film industry, collaborating with them could be considered to create greater visibility to the department and course and will undoubtedly prove mutually beneficial.
- Department could also organize field trips/study tours/ heritage walks related to literature, theatre and cinema.
- Internships and on the job trainings to be encouraged/organized.
- Intake is less than approved, efforts to be made to popularize the course to attract quality students.
- Faculty member to upgrade qualifications and eligibility.
- Library resources including classical film collections can be increased.
- Infrastructure resources, such as additional computers or TV screens for students to watch films in groups or on an individual basis can be considered.

Date: July 12, 2019

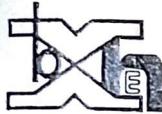
Place: Bangalore



  
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### ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF HUMAN RIGHTS, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30- June 1,2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The department made a presentation to the team members on May 30, 2019 and this was followed by an interaction with the Head of Department Ms. Druhi Dasgupta.

#### Background:

The department of Human Rights was started in 2005 and offers a General course in Human Rights at the Undergraduate level.

#### Observations / Commendations:

- The curriculum was last revised in 2010 by the University of Calcutta. The department has flexibility in modifying some aspects of the curriculum which has emerging thrust areas including interdisciplinary areas.

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Dr. Ms. Ordetta Mendoza  
Co-ordinator,  
XB-AA Audit Team



- The department aims to empower women, uphold the ethos of the Universal Declaration of Human Rights (1948) and equivalent rights guaranteed by the Indian Constitution.
- The demand ratio for the programme is approximately 1:14.
- The department assesses the learning ability of the students soon after admission.
- Advanced learners are encouraged by engaging them in Peer teaching and Group leader for Group work while slow learners are given remedial teaching.
- Students are taken on field trips and undertake internships.
- The student: teacher ratio is approximately 42:1
- The Faculty member uses participative learning in the teaching – learning process such as 'Human Rights Expression', Street plays, and viewing of short video-clippings and documentaries. Debates and case-studies are also encouraged.
- Students have consistently performed well in the university exams with the department having a pass percentage of 100.

**Suggestions/Recommendations:**

- Student: teacher ratio is very high.
- Faculty member is not adequately qualified
- ✓ Books and journals in the department library can be increased
- ✓ Certificate / add on courses can be offered to students of other departments to increase the awareness of human rights.
- ✓ Workshops and seminars can be organised for the whole college and public on relevant topics like, Child Rights, Legal rights of women, and other relevant human rights issues.
- ✓ More students could be encouraged to take up small research projects.
- ✓ Mentoring should be done on an individual basis and not in groups.
- Students need to be engaged in outreach programmes.
- Scholarships maybe implemented for the students of the department.
- ✓ Student progression needs to be closely monitored.
- Alumnae can be engaged in helping to develop the department.

Date: July 12, 2019

Place: Bangalore

Prof. S. P. Mohan,  
Head, Dept. of Geology, (Retd),  
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## XAVIER BOARD OF HIGHER EDUCATION IN INDIA

31, PRIMROSE ROAD, BANGALORE - 560 025, INDIA

### ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF JOURNALISM AND MASS COMMUNICATION, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30-June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College, (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The department made a presentation to the team members on May 30, 2019 and this was followed by an interaction with Dr. Soumya Dutta, the Head of Department.

#### Background:

The Department of Journalism & Mass Communication started in 2004 – 2005 offers general programme in Journalism and Mass Communication. The programme provides courses with a good blend of theory and practical. The curriculum and syllabus for the programme are given by the University of Calcutta. There is a good demand for the programme and the department is also exploring the possibility of reaching out to more students as well as upgrading it to an Honours programme.

#### Observations:

- Department has implemented Choice Based Credit System (CBCS).
- The courses offered are job oriented and industry friendly in nature.

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- Department has introduced a number of innovations in teaching -learning practices. Extensive use of ICT, newspaper reading, comparing editorials across different newspapers etc., prepare students to understand the nuances and biases visible in editorials and is a commendable practice.
- The new media lab has given much needed visibility to the department.
- The staff – being the only one- has been involved in research in the last couple of years.
- The student: full time teacher ratio is approximately 1:45.
- Mentor to mentee ratio is 1:75
- ✓ No LMS in the department. Only e-resources are used in the teaching-learning process.
- The pass percentage is 100 for the last 3 academic years.
- Good demand ratio of approximately 1:20

#### Suggestions/Recommendations:

- ✓ The department having a media lab, institution could think of adding a studio for audio – video broadcast experience.
- ✓ A lot more of books, journals and reference material have to be procured for the department.
- ✓ Although students do have practicals, they do not seem to be sufficient with regard to print, as the department has just two issues of ‘department newsletter’ per year. It would be good to encourage weekly assignments in reporting, editing and layout designing of newspaper or newsletter in groups.
- ✓ Assignments in advertising and broadcast is recommended.
- ✓ The faculty though involved in research, is recommended to identify more established and high impact factored peer reviewed mass communications journals for publication.
- ✓ The student : teacher ratio and mentor : mentee is very high with the Head of department having to carry the burden of all the functions of the department.
- ✓ LMS can be implemented for Teaching -Learning and evaluation.
- ✓ Ensure students undergo internship atleast during the summer vacation.
- ✓ Students need to be exposed to more lectures / talks by persons from the industry.
- ✓ Academe – industry linkages to be implemented.
- ✓ Alumnae placed in media houses can be engaged especially for internships and placements.

Date: July 12, 2019

Place: Bangalore

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**ACADEMIC AUDIT REPORT  
OF THE  
DEPARTMENT OF POLITICAL SCIENCE,  
LORETO COLLEGE, KOLKATA, WEST BENGAL**

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30- June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
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- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

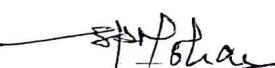
Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The department made a presentation to the team members on May 30, 2019 and this was followed by an interaction with the Head of Department Ms. Sreeparna Dasgupta and the faculty members of the department.

**Background:**

The department of History was established in 1982 and offers both, a General Programme and an Honours Programme in History.

**Observations / Commendations:**

- Four faculty members were involved in curriculum revision at the University of Calcutta.
- Faculty are adequately qualified and two of them have vast teaching experience.

  
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- The department offers a Certificate course for 30 hrs on Public Speaking and Professional Ethics' in collaboration with the department of Journalism and Mass Communication
- Students from other states are admitted to the programmes of study offered by the department
- The faculty are engaged in remedial teaching for the academically weaker students
- The department organises special lectures, workshops and panel discussions for the students
- Students are given the opportunity to undertake internship
- The department has a healthy student: teacher ratio for the Honours Programme
- Faculty make the teaching plan known to the students
- Faculty make use of various methods to assess student learning such as group presentations, tutorials, quizzes, etc.
- Faculty participate in Conferences, Seminars, deliver lectures and present papers
- Faculty have a good number of Publications
- The pass percentage of students is very good.
- The department organises an Annual Inter-Collegiate Street Play Competition

#### Suggestions / Recommendations

- The department can take measures to scale up the number of applicants and the number of admissions for both the Honours programme and the General course.
- Faculty need to participate in conferences / seminars to update their knowledge from time to time
- Remedial classes for academically weak students can be increased, per week
- Faculty can be encouraged to use ICT in the teaching -learning -evaluation process
- More books and journals (hardcopies) can be added to the library (Central and Departmental).
- Scholarships can be instituted with the help of the Alumnae/ benefactors.
- A PG programme in Political science can be considered in the future.

Date: July 12, 2019

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### ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF BACHELOR OF EDUCATION, LORETO COLLEGE, KOLKATA, WEST BENGAL

The Academic Audit of LORETO COLLEGE, KOLKATA was conducted from May 30- June 1, 2019. The team comprised

- Prof. S. P. Mohan, Professor and Head Department of Geology, (Retd.), University of Madras, Chennai,
- Dr. Fr. Daniel Fernandes, SJ, Principal, St. Joseph's Commerce College (Autonomous), Bangalore and
- Dr. Ms. Ordetta Mendoza, Former Head, PG Department of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India. The department made a presentation to the team members on May 30, 2019 and this was followed by an interaction with the Head of Department Dr. Ms. Debika Guha and all the faculty members of the department.

#### Background:

It is one of the oldest departments, established in 1913. The faculty of the department are adequately qualified and most are very experienced. They strive to form young girls who will become excellent teachers. A commendable success of this department is that eleven consecutive batches have passed, all in first class. The department is recognized by NCTE and is accredited by NAAC with an A grade in 2009.

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Dr. Ms. Ordetta Mendoza  
Co-ordinator,  
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### Observations:

- The faculty follow a teaching plan each semester.
- The teachers adopt creative and innovative methods to ensure that student learning takes place: Drama, making teaching learning materials, films, music, debate, discussion, paper presentations, etc.
- It is commendable that the Principal herself handles Value Education classes. The students should imbibe this good practice and implement the same while teaching during their internship.
- Faculty members have been invited as resource persons to various teacher's training institutions.
- Faculty members are adequately qualified.
- The number of faculty in the department can be lessened.
- The demand ratio is approximately 1:7
- Fulltime teacher to student ratio ranges from 1: 4 in 2015-16 to 1:8 in 2017-18.
- ICT in Teaching – learning is restricted to the use of e-resources only.
- All students undertake a computer literacy course.
- Students are engaged in meaningful outreach programme.
- The department offers good placement opportunities for its students.
- Six months teaching internship is effectively implemented in this department.

### Suggestions/Recommendations:

- Institution could explore the possibilities of collaborative linkages with other research institutes and plan to publish a quality department Journal.
- Keeping the changes expected in Higher Education, especially in this domain, College could strategize to introduce a four year integrated B.Ed. programme.
- The long history of the department endears itself to taking more initiatives to empower women students especially from rural/tribal areas.
- The changing trends in the field of education warrants that the department can plan to offer certificate / diploma /value added courses.

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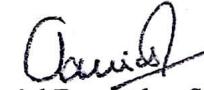
- Faculty members can be encouraged to participate in national / international level conferences, training programmes and seminars.
- Mentoring to be done by the faculty for the duration of the programme and the mentor to mentee ratio needs to be looked into.
- ✓ Library resources such as books and journals (hard copies) can be increased.
- An archive can be maintained and showcased in the department, especially of manuscripts and books, given the fact that the department is over 100 years old.
- Being one of the first departments in the college, the department can make efforts to increase the number of scholarships / encourage students to apply for government scholarships.
- A support staff can be engaged for this department.
- ✓ Efforts can be made to follow up student progression.
- ✓ The department can make efforts to take the students on field trips and increase academic – industry linkages.
- ✓ Alumnae engagement can be strengthened.

Date: July 12, 2019

Place: Bangalore:



  
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