The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)*   2012-13

1. Details of the Institution

1.1 Name of the Institution   GOBARDANGA HINDU COLLEGE

1.2 Address Line 1   P.O. - Khantura

Address Line 2   Dist. - 24-Parganas (North)

City/Town   Gobardanga

State   West Bengal

Pin Code   743 273

Institution e-mail address   gobhinducollegeday@gmail.com

Contact Nos.   03216 249210

Name of the Head of the Institution: Dr. Gopinath Hait

Tel. No. with STD Code: 03216 276374

Mobile: 9433614355

Name of the IQAC Co-ordinator: None

Mobile: ---

IQAC e-mail address: ---

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* ---

OR

1.4 **NAAC Executive Committee No. & Date:** EC/36/039 of dated 20-05-2005
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

1.5 Website address: www.ghcollege.in

Web-link of the AQAR: http://www.ghcollege.in/GHC-AQAR2012-13.pdf

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A		2005	2010
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   15/05/2007

1.8 Details of the p[...]
Accreditation by NA[...]

i.   AQAR 201[...]
ii. AQAR 201[...]
iii. AQAR_____[...]
iv. AQAR_____[...]

1.9 Institutional Stat[...]

University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University | University |

University with Potential for Excellence | No | UGC-CPE | No |

DST Star Scheme | No | UGC-CE | No |

UGC-Special Assistance Programme | No | DST-FIST | No |

UGC-Innovative PG programmes | No | Any other (*Specify*) | NA |

UGC-COP Programmes | No |

2. IQAC Composition and Activities

2.1 No. of Teachers | 09 |

2.2 No. of Administrative/Technical staff | --- |

2.3 No. of students | --- |

2.4 No. of Management representatives | --- |

2.5 No. of Alumni | --- |

2. 6 No. of any other stakeholder and
     community representatives | --- |

2.7 No. of Employers/ Industrialists | --- |

2.8 No. of other External Experts | --- |

2.9 Total No. of members | 09 |

2.10 No. of IQAC meetings held | 00 |

2.11 No. of meetings with various stakeholders: No.   ---   Faculty   ---

Non-Teaching Staff Students   ---   Alumni   ---   Others   ---

2.12 Has IQAC received any funding from UGC during the year?   Yes   ☐   No   √

If yes, mention the amount   ---

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.   Nil   International   ---   National   ---   State   ---   Institution Level   ---

(ii) Themes   NA

2.14 Significant Activities and contributions made by IQAC

> IQAC was not active at that time, although the college authority has encouraged the following activities:
>
> 1. The College Authority focuses on the continuous up-gradation of academic environment of College.
> 2. The Academic sub-committee suggests to increase the number of Teaching days.
> 3. The Academic sub-committee reviewed the academic performance of all departments and suggested the necessary steps to improve.
> 4. Proposal has been taken to open new UG courses (General) in Anthropology as per student demand.
> 5. Importance has been given to continue the Remedial classes and Special classes for Entry-in-service.
> 6. Authority has inspired the Teachers to undertake Minor/Major Research projects.
> 7. Priority has been given to make the College totally plastic free zone.
> 8. It has also prepared the AISHE report and has sent it to the Higher Education Department.
> 9. Preparation of the XII Plan proposal for UGC Grant.
> 10. Grant of Rs.15 lakhs from MPLAD received for the construction work.
> 11. Construction of boundary wall of the College has been started.
> 12. College website has been started properly.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Increasing of number of Teaching days.	In this session teaching days increased up to 192 days.
As per demand of the students & to reduce the pressure of Chemistry department College Authority has decided to open new general course in Anthropology.	Application for introducing Anthropology in UG courses has been submitted to the University & expected to be sanctioned.
Proposal has been made to arrange interview for appointing Guest teachers in various subjects.	24 Guest Lectures have been appointed.
Proposal has been made for construction of new building from the College Fund.	Work is in progress.
Appeal to State Government for the financial support for construction of new building.	Also a proposal of construction of new building has been submitted to the State Government for the financial support & expected to be sanctioned.
Technology up gradation & Computerization.	Computerization of office is in progress.
Support to minority community and weaker students.	Fellowships and special support provided.
Encouragement for participating in extracurricular activities.	Our students participated in various cultural and sports competitions organized by University. Some of them have made the College proud by earning medals.
Purchase of Books	Both the text books and reference books were purchased for the College Library.

* *Attach the Academic Calendar of the year as Annexure.*   ANNEXURE – I

2.15 Whether the AQAR was placed in statutory body   Yes √   No ☐

Management ☐   Syndicate ☐   Any other body   Governing Body

Provide the details of the action taken

AQAR has been placed in the meeting of Academic sub-committee & Governing Body for necessary advice and guidance and subsequently approved.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme		Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD		00	00	00	00
PG		01	00	01	00
UG		13	05	01	00
PG Diploma		01	00	01	00
Advanced Diploma		00	00	00	00
Diploma		00	00	00	00
Certificate		03	00	03	00
Others (Netaji Subhas Open University)	PG	11	00	00	00
	UG	05			
Others		00	00	00	00
Total		34	05	06	00

Interdisciplinary	00	00	00	00
Innovative	00	00	00	00

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
    (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	NA
Annual	38

1.3 Feedback from stakeholders*   Alumni [---]   Parents [---]   Employers [√] Students [√]
   (On all aspects)

        Mode of feedback   :   Online [---]   Manual [√]   Co-operating schools (for PEI) [---]

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The College follows the revision or update of syllabi prescribed by West Bengal State University for time to time. Only the Teachers of the Bengali Department have the scope to update the syllabus of PG programme regularly.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Yes, applications for introducing five new subjects (Botany, Zoology, Geography, Music, Journalism & Mass Communication) were sanctioned by W.B.S.U. & have been started from this session.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
49	16	16	00	17

2.2 No. of permanent faculty with Ph.D.　　　15

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others CWTT/PTT		Total	
R	V	R	V	R	V	R	V	R	V
00	19	00	00	00	00	00	00	00	19

2.4 No. of Guest and Visiting faculty and Temporary faculty　　G - 33　　V - 00　　T - 00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	07	03
Presented papers	08	08	01
Resource Persons	01	---	---

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The college authority tries its best to maintain the transparency in the admission process at the beginning the academic session. All Heads of the departments and other staff whole heartedly assist to make the process a success. Reservation rules are maintained.

The system of Internal Assessment (periodical class tests) is the regular practice of different departments of the College. Continuous assessment of the students through class works has been conducted by all department.

Some department's holds also special classes after the test examination for the disadvantaged and interested students for better academic performances.

The process of showing evaluated papers to students have been adopted by the College to overcome the shortcoming of their answer scripts.

The teachers get regular feedback from the students and make necessary changes in the time-table.

College has also provided overhead projectors, maps, charts, models, computers etc. to encourage the faculty to adopt new and innovative approaches for class room teaching.

2.7 Total No. of actual teaching days during this academic year   192

2.8 Examination/ Evaluation Reforms initiated by the Institution
(for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

As our College is an affiliated college, it maintains the traditional examination system. For any radical reformation in examination system, a prior permission from the University is required.

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development
     as member of Board of Study/Faculty/Curriculum Development workshop

| BOS - 08 | F - 00 | CDW - 01 |

2.10 Average percentage of attendance of students

75% of attendance is mandatory to appear in the University Examinations. However, sometimes students with less percentage are allowed to appear in the University examinations on providing satisfactory reasons for their absence.

2.11 Course/Programme wise
     distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
PG-Bengali	28	-	85.71	14.29	0.00	100.00
UG-Bengali Hons.	155	0.00	1.29	-	-	99.35
UG-English Hons.	45	0.00	0.00	-	-	97.80
UG-Sanskrit Hons.	62	0.00	0.00	-	-	95.16
UG-Physics Hons.	18	0.00	27.80	-	-	77.80
UG-Mathematics Hons.	27	0.00	18.51	-	-	62.96
UG-Chemistry Hons.	7	0.00	16.67	-	-	57.10
UG-Economics Hons.	0	0.00	0.00	-	-	0.00
UG-History Hons.	67	0.00	1.50	-	-	98.51
UG-Pol. Science Hons.	11	0.00	0.00	-	-	100.00
UG-Education Hons.	26	0.00	3.84	-	-	100.00
UG-Philosophy Hons.	24	0.00	4.54	-	-	91.67
UG-B.A. General	1280	0.00	0.00	-	-	40.62
UG-B.Sc. General	56	0.00	0.00	-	-	48.20
UG-B.Com.	2	0.00	0.00	-	-	0.00
UG-B.Ed.	100	-	62.00	38.00	-	100.00

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- To ensure academic environment and to improve the quality of education Academic sub-committee advised to all Departments to take the three necessary measures:

    1) All Departments follow monthly plan for conduct of theory and practical classes.

    2) Monthly report regarding coverage of syllabus during a particular month should be discussed in the monthly Departmental meeting. In case where syllabus was not covered as per schedule proper steps should be taken.

    3) At the end of the session all the Departmental Heads submit their views to the Principal through the Academic sub-committee.

- Academic sub-committee proposes to appoint Guest teachers in the vacant post of various subjects.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	06
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	00
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	03
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18	07	00	39
Technical Staff	08	00	00	03

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> The College Authority inspired all the Teachers:
> - To promote Research activities through Minor and Major Projects.
> - To publish books and articles in reputed Journals.
> - To present papers in national and international seminars.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	---	---	---
Outlay in Rs. Lakhs	---	---	---	---

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	03	---	---
Outlay in Rs. Lakhs	2.60	4.11	---	---

3.4   Details on research publications

	International	National	Others
Peer Review Journals	06		
Non-Peer Review Journals			
e-Journals			
Conference proceedings	01	04	

3.5 Details on Impact factor of publications:

Range 0-8   Average [ ]   h-index [ ]   Nos. in SCOPUS [ ]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2010-2012 2011-2013	UGC	6.71	0.19

Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total			6.71	0.19

3.7 No. of books published   i) With ISBN No.   01   Chapters in Edited Books   09

ii) Without ISBN No.   02

3.8 No. of University Departments receiving funds from

UGC-SAP   CAS   DST-FIST

DPE   DBT Scheme/funds

3.9 For colleges   Autonomy   CPE   DBT Star Scheme

INSPIRE   CE   Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	---	---	---	---	03
Sponsoring agencies	---	---	---	---	---

3.12 No. of faculty served as experts, chairpersons or resource persons   01

3.13 No. of collaborations   International   National   Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency   0.19   From Management of University/College   0.00

Total   0.19

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions   received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
---	---	---	---	---	---	---

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

| --- |

| --- |

3.19 No. of Ph.D. awarded by faculty from the Institution | --- |

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | --- | SRF | --- | Project Fellows | --- | Any other | --- |

3.21 No. of students Participated in NSS events:

University level | 100 | State level | --- |

National level | --- | International level | --- |

3.22 No. of students participated in NCC events:

University level | --- | State level | --- |

National level | --- | International level | --- |

3.23 No. of Awards won in NSS:

University level | --- | State level | --- |

National level | --- | International level | --- |

3.24 No. of Awards won in NCC:

University level | --- | State level | ---

National level | --- | International level | ---

3.25 No. of Extension activities organized

University forum | --- | College forum | ---

NCC | --- | NSS | 03 | Any other | ---

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- College class room cleaning on 05/12/2012.
- N.S.S. special campaign programme in Ghoshpur, Maslandapur from 12/12/2012 to 17/12/2012.
- Organisation of Blood-Donation Camp.
- Maintenance of college garden throughout the year.
- Plantation of Trees.
- A programme to celebrate birth anniversary of Dr. B.R. Ambedkar to promote national integration and harmony.
- Programme on Protection of child rights.
- Celebration of World Environment Day.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	9.91 acres	-	-	-
Class rooms	34	-	-	34
Laboratories	05	01	-	06
Seminar Halls	02	-	-	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	02		-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	2.5 lakhs		-	-
Others	-	-	-	-

4.2 Computerization of administration and library

> The College office is computerised with advancement made by incorporating "Student Management System & Accounting Package System". To run the official work smoothly, the College has installed necessary number of computers, printers, scanners along with one advance photo copier machine. One server is also installed. The Admission process has also been computerised through partial "On-Line" system.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	28437	3,88,218	323	4,29,560	28760	8,17,778
Reference Books	748		97		845	
e-Books	Nil					
Journals	Nil					
e-Journals	Nil					
Digital Database	Nil					
CD & Video	Nil					
Others (specify) Magazines					93	3665

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	31	01	01	---	---	01	---	---
Added	08	---	08	---	---	02	06	---
Total	39	01	09	---	---	03	06	---

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

No such training programmes were undertaken by the College, but the college has provided internet facility to all Honours departments, libraries and also to office. Teachers and a portion of students have benefitted by that. The college bought its own software for maintenance of office database. The college has started its own website.

4.6 Amount spent on maintenance in lakhs :

i) ICT   6.98

ii) Campus Infrastructure and facilities   51.61

iii) Equipments   20.04

iv) Others   15.02

Total :   93.65

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> As per the advice of Academic sub-committee, tutorial classes are held for special support provided to students who are at risk of failure and drop out. Normally two classes per week are held as tutorial class for a subject. The said students are advised informally by the teachers.

5.2 Efforts made by the institution for tracking the progression

> - Regular monitoring the students (Hons.)
> - Regular feedback from students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
9108	67	00	00

(b) No. of students outside the state

00

(c) No. of international students

00

Men
No	%
4830	52.64

Women
No	%
4345	47.36

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3981	2937	40	667	00	7625	4269	3760	58	1088	00	9175

Demand ratio   1:3   Dropout %   23.70%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> The college has a UGC approved "Coaching Classes for Entry in Service" Unit. This unit arranges coaching classes for students for Bank, SSC, PSC, RAIL, and Other competitive examination etc.
>
> Departmental teachers help students in their preparation for School Service Commission by giving coaching, notes, suggestions and tips. They also offer precious advice to the examinees for faring well in the Interview.

No. of students beneficiaries

15

5.5 No. of students qualified in these examinations

NET [---] SET/SLET [---] GATE [---] CAT [---]

IAS/IPS etc [---] State PSC [---] UPSC [---] Others [---]

5.6 Details of student counselling and career guidance

> The College has a special cell for student counselling and career guidance, which addresses particularly this important area.

No. of students benefitted [05]

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	108	12	No information

5.8 Details of gender sensitization programmes

> No such programme has been undertaken during this session.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level [40] National level [---] International level [---]

No. of students participated in cultural events

State/ University level [05] National level [---] International level [---]

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level [03] National level [---] International level [---]

Cultural: State/ University level [07] National level [---] International level [---]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	---	---
Financial support from government	176	10,21,100/-
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11 Student organised / initiatives

Fairs   : State/ University level | --- | National level | --- | International level | --- |

Exhibition: State/ University level | --- | National level | --- | International level | --- |

5.12   No. of social initiatives undertaken by the students | 03 |

5.13 Major grievances of students (if any) redressed:

The Student Union made the college authority aware of their grievance regarding the non-availability of Bio-subject combination in Science. In response to their demand College Authority approached to the University for the opening of a new subject. After the inspection University gave the necessary permission to open the subject (General) from the next session.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:
The College aims to educate the common masses and to enlighten the area with the concept of the best cultural tradition of our country. Its rural location supports the cause of socially and economically backward students based upon a firm foundation of humanitarian world view.

Mission:
Expansion of modern scientific education system along with value oriented curriculum and to provide philosophic view of life.

6.2 Does the Institution has a management Information System   No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- As the College follows the Syllabus of West Bengal State University there is little scope of internal curricular designing, though the teachers actively participated in the Syllabus revision programme. However every department has its own module to run and complete the syllabus.

- Bengali PG department has the scope to plan their own Syllabus.

6.3.2 Teaching and Learning

- The college brings out an academic calendar at the beginning of session.

- The teachers of most departments make use of chart, model, graphs, diagrams, notes, model questions, projector, overhead projector, black board, computer, reference books etc.

6.3.3 Examination and Evaluation

- Internal class tests are regularly conducted to evaluate the students.

- Before the students appear at Part-I/II/III University Examinations, they have to sit for preparatory examination held by the college.

- Question paper setting of Test examination is done according to the norms of University.

- The answer scripts of such tests are shown to the students to overcome their shortfalls.

6.3.4   Research and Development

- Faculties have undertaken proposals for Major/Minor Research Projects from the D.S.T./U.G.C. respectively.
- Full autonomy is given to the Principal investigators for smooth conduct of the research project.
- Funds sanctioned by the different agencies are released without delay as and when required by the researcher.
- As per decision of the Authority, initiative has been taken to construct a new building from the College fund.

6.3.5   Library, ICT and physical infrastructure / instrumentation

- Central library is partly computerized.
- All the departments has its own library.
- Some of the Departmental libraries are maintained by their students.
- Internet facility is available in Principal's Room. Authority has the plan to extend the provision in each department.
- More space and instruments have to provide in Physics and Chemistry laboratories.

6.3.6   Human Resource Management

- Attendance Records and Leave Registrar of the teaching and non-teaching staff are maintained.
- Meetings of various committees for academic and administrative purposes are held regularly.
- Regular notification of different activities is circulated.
- Faculty members are inspired to undertake Minor and Major Research projects.
- For the management of the students' affair, the college has a Students' Union, whose elections are held annually as per University Statutes.
- The Teachers' Council and the Non-Teaching Staff Association look after the affairs of the teaching and non-teaching staff respectively.
- Above all, there is a Governing Body that manages and develops the total human resource of the college.
- Entirely Ragging-free academic environment has been ensured.
- The students of NSS unit of the college have participated in door-to--door campaign programme regarding public health issues.

6.3.7 Faculty and Staff recruitment

- A number of Teaching posts (18) are lying vacant in our college. These need to be filled up by suitable candidates from the West Bengal College Service Commission, West Bengal.
- To overcome the situation College authority have appointed 24 Guest Teachers.

6.3.8 Industry Interaction / Collaboration | NO |

6.3.9 Admission of Students

- Completely merit-based admission system has been adopted. Admission committee prepares norms under the guidance of University and completes the process of students' admission by preparing the merit list maintaining the Govt. rules of the State regarding reservations.
- All information is properly communicated to stake holder through some local cable networks.
- Selection list of students is prominently displayed on the notice board of the College.
- The College gives prospectus at the time of admission to students from where students know the information about fees structure, student support, etc.
- The students are selected for admission strictly on the basis of merit.

6.4 Welfare schemes for

Teaching	Group insurance, Staff Credit Co-Operative Society, Staff Benefit Fund, Provident Fund, Festival Advance.
Non teaching	
Students	Students' Health Home, Government Scholarships, Free Studentship.

5 Total corpus fund generated | Nil |

6.6 Whether annual financial audit has been done   Yes | √ | No | × |

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	NA	YES	Academic Committee
Administrative	NO	NA	YES	Governing Body

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes	Yes	---	No	---

For UG Programmes   Yes | --- | No | --- |

For PG Programmes   Yes | √ | No | × |

- West Bengal State University holds and declares the results of UG courses; hence the college has no control over the date of publication of results.
- The College takes care to publish the results of college examinations and PG courses.

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms? | NA |

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

| NA |

6.11 Activities and support from the Alumni Association

- Due to Court injunction Alumni Association is non-functional.
- Foundation Day and Independence Day were observed by Alumni Association.
- All the departments are in touch with some their ex-students and when they come to the College, they share their experience in respective fields.

6.12 Activities and support from the Parent – Teacher Association | NIL |

6.13 Development programmes for support staff | NIL |

6.14 Initiatives taken by the institution to make the campus eco-friendly

The Institution always emphasizes on the necessity of keeping the campus totally plastic free and making the surroundings completely clean. For this purpose trees are planted every year & students are inspired to take part in this programme.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Nil

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. College has got the necessary University approval to open new UG courses (General) in Anthropology from the next session. For this purpose College Authority arranged interview to appoint new Guest lecturers in this subject and also for those, where old Guest teachers gave resignation. Developing of new laboratories for those subjects are under process.
2. To improve the performance of the students Remedial classes have been continued.
3. Special classes for Entry-in-service also have been continued in all departments.
4. Proposals of 26 lakhs for MRPs have been submitted by six faculty members.
5. The students of NSS took part in College Cleaning and Beautification Programmes.
6. Construction works for boundary wall and new building have been started.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

1. To make the whole campus plastic free zone.
2. Research work under Minor research projects.

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

- The Institution always emphasizes on the necessity of keeping the campus totally pollution-free and making the surroundings completely clean.
- Particular attention is given to keep the college campus plastic-free.
- Forest week observation and Plantation of Trees.
- Celebration of World Environment Day.

7.5 Whether environmental audit was conducted? Yes ☐ No ☑

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> **Strengths:**
- Sufficient number of willing students.
- The college offers wide range of subject combinations in Arts.
- Good Student-Teacher relationship and their interactions outside classroom.
- Co-operation and co-ordination between different Bodies. Conductive work environment.
- Research efforts and subsequent output has always been the strength of the teachers.
- Ample amount of vacant land.

> **Weakness:**
- Insufficient number of teaching and administrative staff.
- Inadequate number of Rooms and Buildings.
- Most of the students are of First-Generation.
- Too much dropout of student.

> **Opportunities:**
- Scope for all round development for first generation students with basic human values.
- CAS requirements enhances efficiency of teachers.

> **Threats:**
- Less opportunities for job prospects in the curriculum.

> **Challanges:**
- Keeping student focoused for taking higher studies.

❖ **To prepare our student physically, mentally, morally, intellectually and socially to live in the world today.**

8. **Plans of institution for next year**

The College Authority had made the following plans to make them success:

1. Improvement of the academic environment of the college.

2. To review the academic performance of all departments and to improve overall teaching learning method.

3. To continue the Remedial classes and Special classes for Entry-in-service.

4. To inspire the Teachers to undertake Minor/Major Research projects.

5. Implement the computerization of the administrative and financial works.

6. To make the College totally plastic free zone.

7. Completion of the construction of boundary wall of College.

8. Repair of link roads between different buildings.

9. Construction of new buildings of the College.

Name Dr. Pinaky Sett   *Name* Dr. Hare Krishna Mandal

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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Month	Events
JULY	a) University Exams. of Part-I. b) Admission of Part-I & Commencement of Classes. c) Annual Fresher's Meet. d) Banomahatsob. e) Tagore's Day of Dismissal.
AUGUST	a) Probationary Admission of Part-III & Commencement of Classes. b) Celebration of Independence Day.
SEPTEMBER	a) Celebration of Teachers' Day. b) Probationary Admission of Part-II & Commencement of Classes.
OCTOBER	a) Celebration of Gandhi Birthday. b) Departmental Excursion. c) Puja Vacation.
NOVEMBER	a) N.S.S. Camp/Activities. b) Celebration of College Foundation Day.
DECEMBER	a) Guardian Teacher Meeting (concern with each Department). b) Annual Sports. c) Inter class tournament. d) Student, Non-teaching & Teaching Match. e) Educational Tour (one day)/Picnic.
JANUARY	a) Part-III Test Exams. b) Blood Donation Camp. c) Election of Students' Union. d) Celebration of Republic Day.
FEBRUARY	a) Part-II Test Exams. b) Publication of Result of Part-III Test Exams. c) Filling up of Part-III University Forms. d) Celebration of Matribhasa Dibas. e) Observation of University Foudation Day.
MARCH	a) Part-I Test Exams. b) Publication of result of Part-II Test Exams. c) Filling up of Part-II University Forms. d) Special Classes for Part-III. e) Remedial Classes. f) Classes for Entry in Service.

APRIL	a) University Exams. of Part-III. b) Publication of result of Part-I Test Exams. c) Filling up of Part-I University Forms. d) Special Classes for Part-II. e) Remedial Classes. f) Classes for Entry in Service.
MAY	a) University Exams. of Part-III. b) Special Classes for Part-I. c) Celebration of Rabindra Jayanti.
JUNE	a) University Exams. of Part-II. b) Summer Recess.