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)*   2015-16

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. Harekrishna Mandal

Tel. No. with STD Code: 03216 276374

Mobile: 9434435174

Name of the IQAC Co-ordinator: Dr. Pinaky Sett

Mobile: 9433302665

IQAC e-mail address: pinakysett@gmail.com

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

           OR

1.4 **NAAC Executive Committee No. & Date:**
    (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.ac.in

    Web-link of the AQAR: www.ghcollege.ac.in/pdf/nacc/GHC AQAR 2015-16.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 previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

    i. AQAR <u>2011-12 *submitted to NAAC on 23-12-2015*</u> (DD/MM/YYYY)
   ii. AQAR <u>2012-13 *submitted to NAAC on 23-12-2015*</u> (DD/MM/YYYY)
  iii. AQAR <u>2013-14 *submitted to NAAC on 23-12-2015*</u> (DD/MM/YYYY)
  iv. AQAR <u>2014-15 *submitted to NAAC on 23-12-2015*</u> (DD/MM/YYYY)

1.9 Institutional Status

    University   State ☐ Central ☐ Deemed ☐ Private ☐

    Affiliated College   Yes [√] No ☐

    Constituent College   Yes ☐ No [√]

    Autonomous college of UGC Yes ☐ No [√]

    Regulatory Agency approved Institution Yes ☐ No [√]

  (eg. AICTE, BCI, MCI, PCI, NCI)

    Type of Institution   Co-education [√] Men ☐ Women ☐

                        Urban ☐ Rural [√] Tribal ☐

    Financial Status   Grant-in-aid ☐ UGC 2(f) [√] UGC 12B [√]

          Grant-in-aid + Self Financing [√] Totally Self-financing ☐

1.10 Type of Faculty/Programme

    Arts [√] Science [√] Commerce [√] Law ☐ PEI (Phys Edu) ☐

    TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

    Others (Specify)   B.Ed.

1.11 Name of the Affiliating University *(for the Colleges)*   West Bengal State 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	07
2.2 No. of Administrative/Technical staff	03
2.3 No. of students	01
2.4 No. of Management representatives	-
2.5 No. of Alumni	02
2. 6 No. of any other stakeholder and community representatives	02
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	01
2.9 Total No. of members	17
2.10 No. of IQAC meetings held	03

2.11 No. of meetings with various stakeholders: No. [ ]   Faculty [02]

Non-Teaching Staff Students [02]   Alumni [01]   Others [ ]

2.12 Has IQAC received any funding from UGC during the year?   Yes [×]   No [√]

If yes, mention the amount   [NA]

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

1. For reaccreditation College has applied to UGC.
2. Department of Education has applied to University and to Higher Education Department for introduction of PG Course in Education.
3. A Computer Centre has been established.
4. 1-st floor of new Eastern-side building has been completed.
5. A new wing of NSS has been opened to encourage more students and to involve them in different social outreach programme.

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
Academic calendar	Execution of the academic activities with good academic environment.
Construction of new building.	Construction of Administrative Building has been completed with interior decoration. College fund has been utilised for completion of 1-st floor of new Eastern-side Building.

College appointed Teacher	Two teachers have been appointed in the Computer Centre. College has appointed contractual teachers in B.Ed. department.
Tutorial and Remedial classes for the slow learners. Award of brilliant students	For weaker students special classes are arranged by different departments. The brilliant students were inspired by various awards and prizes and special words of advice by senior professors.
Technical up gradation to enhance teaching quality.	Sound system and projector are introduced in most of the class room.
Automation of Central Library	Since 2012, the library has started automation process using KOHA, an open source library management software. Retro-conversion process is going on. Library provides Online Public Access Catalogue (OPAC) facilities.
Infrastructural development for Class-rooms, Departments and Hostel.	New garage (for two & four wheelers) has been constructed. Both Student's and Teacher's canteen have been renovated.

Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body　　　Yes ☑　　No ☒

Management ☐　　Syndicate ☐　　Any other body　　Governing Body

Provide the details of the action taken

> The plan of IQAC was placed in the meetings of the Academic sub-committee & Teachers' Council. The members of these committees were very co-operative and were participated in all the developing programmes to make the plan success.
>
> Uploading of the AQAR in the College website has been approved by the Governing Body of the college. It has taken note of the areas of concern and has also encouraged all developmental activities.

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	00	00
UG		19	00	01	00
PG Diploma		01	00	00	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		40	00	04	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	39

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. Some of the teachers participated in the syllabus-revision-program of different University as BOS members.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
47	22	11	00	14

2.2 No. of permanent faculty with Ph.D.   18

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
06	12	00	00	00	00	00	00	06	12

2.4 No. of Guest and Visiting faculty and Temporary faculty   G - 45   V – 06   T - 00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	20	23
Presented papers	09	11	03
Resource Persons	00	01	00

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

- Student centric teaching and learning process is adopted.
- A collaborative learning methodology with different departments is initiated.
- Modern techniques in teaching methods are introduced. Laptops, LCD projectors charts, models and maps are used to teach the students in a more illustrative and understandable way. Certain departments are using different academic software for advanced learning of their students.
- ICT is introduced by the college in teaching and learning.
- Regular educational excursions are conducted by different departments.
- Result of Test examination is published within one month. Some departments hold class test regularly. The evaluated papers are shown to students and the shortcoming of their answers scripts is discussed.

2.7 Total No. of actual teaching days during this academic year   183

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

BOS - 07	F - 01	CDW - 07

as member of Board of Study/Faculty/Curriculum Development Workshop

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	-	50.00	50.00		
UG-Bengali Hons.	174	-	1.72	81.61	8.05	91.38
UG-English Hons.	46	-	4.35	36.96	41.30	82.61
UG-Sanskrit Hons.	76	-	3.95	73.68	6.58	84.21
UG-Physics Hons.	18	-	16.67	38.89	38.89	94.44
UG-Mathematics Hons.	36	-	16.67	63.89	13.89	94.44
UG-Chemistry Hons.	11	-	9.09	36.36	36.36	81.82
UG-Economics Hons.	-	-	-	-	-	-
UG-History Hons.	58	-	1.72	70.69	15.52	87.93
UG-Pol. Science Hons.	4	-	0.00	50.00	25.00	75.00
UG-Education Hons.	42	-	7.14	78.57	9.52	95.24
UG-Philosophy Hons.	16	-	12.50	75.00	12.50	100.00
UG-B.A. General	2068	-	0.05	11.90	68.62	80.56
UG-B.Sc. General (Pure)	42	-	7.14	64.29	19.05	90.48
UG-B.Sc. General (Bio)	14	-	7.14	28.57	42.86	78.57
UG-B.Com. Hons.	2	-	0.00	50.00	50.00	100.00
UG-B.Com. General	2	-	0.00	50.00	0.00	50.00
B.Ed.	100	-	100.00	-	-	100.00

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

- To improve the academic performance of the institution the IQAC proposes to appoint Guest teachers in the vacant post of various subjects.

- IQAC reminds to prepare departmental academic calendar at the beginning of the session and to assign syllabus to the departmental teachers. It suggests the departments to analyse marks of University examination and performance in internal assessment. It also recommends to start students' feedback report to short out the drawbacks and problems and to take the necessary measures accordingly.

- IQAC advices to the faculty members to carry on the Tutorial classes as per student need.

- To make learning more students-centric and independent, the IQAC proposes to start a new internet cafe for the students. The college is trying to arrange sufficient computers with internet connection so that the students and teachers can avail themselves of this free service.

- Some departments of college have also taken initiative to arrange some student's lecture on the taught areas to make the learning more students-centric.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	---
HRD programmes	---
Orientation programmes	01
Faculty exchange programme	---
Staff training conducted by the university	---
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	02
Others	02

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	17	08	00	47
Technical Staff	07	01	00	03

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC regularly encourages the faculty members to apply for Minor & Major Research Projects funded by UGC/DST etc.
- The college authorities provide all necessary infrastructural support including space for carrying out research work.
- Realising the importance of the proposal of IQAC, the College authority has decided to start a special lecture award and a special project grant.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	1	---	---
Outlay in Rs. Lakhs	---	35.0	---	---

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	6	---	---
Outlay in Rs. Lakhs	---	22.95	---	---

3.4   Details on research publications

	International	National	Others
Peer Review Journals	14	00	01
Non-Peer Review Journals	03	03	02
e-Journals	---	---	01
Conference proceedings	---	01	---

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	2014-2019	DST	35.00	07.00
Minor Projects	2014-2016	UGC	22.95	2.36
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other (Travel Grant)				
Total				

3.7 No. of books published   i) With ISBN No. | 10 | Chapters in Edited Books | 07 |

ii) Without ISBN No. | 00 |

3.8 No. of University Departments receiving funds from | NA |

UGC-SAP | × | CAS | × | DST-FIST | × |

DPE | × | DBT Scheme/funds | × |

3.9 For colleges   Autonomy | --- | CPE | --- | DBT Star Scheme | --- |

INSPIRE | 01 | CE | --- | Any Other (specify) | --- |

3.10 Revenue generated through consultancy | NIL |

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		02			05
Sponsoring agencies		UGC			College

3.12 No. of faculty served as experts, chairpersons or resource persons | 08 |

3.13 No. of collaborations   International | 02 | National | 11 | Any other | 04 |

3.14 No. of linkages created during this year | 00 |

3.15 Total budget for research for current year in lakhs :

From Funding agency | 9.36 | From Management of University/College | 1.0

Total | 10.36

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	---
	Granted	01
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
---	01	01	---	01	---	---

3.18 No. of faculty from the Institution
who are Ph. D. Guides | 1
and students registered under them | 3

3.19 No. of Ph.D. awarded by faculty from the Institution | 0

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	04		
NCC	---	NSS	01	Any other	---

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

- Awareness Programme on HIV/AIDS and Thalassemia.
- Organisation of Blood-Donation Camp.
- Attempt to make the college campus plastic-free zone.
- Maintenance of college garden throughout the year.
- College room & campus cleaning programme.
- Cleaning programme of station area.
- Forest week observation and Plantation of Trees.
- A programme on "Rashtriya Ekta Divas" on 31-st October, 2014 to commemorate the birth anniversary of Sardar Vallabh Bhai Patel.
- 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.
- A survey is going on "Child Labour" collaboration with Gobardanga Municipality.
- Project has been taken to enlighten Local History.

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	9.9 acres			9.9 acres
Class rooms	38	01	OWN	39
Laboratories	05	00		05
Seminar Halls	02	00		02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	01	00	UGC MRP	01
Value of the equipment purchased during the year (Rs. in Lakhs)	3.8			
Others				

4.2 Computerization of administration and library

> The College office has already adopted "Student Management System & Accounting Package System". The Admission process has also been computerised through "On-Line" system. Since 2012, the library has started automation process using KOHA, an open source library management software. Retro-conversion process is going on. Library provides Online Public Access Catalogue (OPAC) facilities.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	29,663	9,73,968	51	23,045	29,714	9,97,013
Reference Books	1,115		01		1,116	
e-Books	97,000+	5,000		5,000	97,000+	5,000
e-Journals	6,000+				6,000+	
Journals			38	24,365	38	24,365
Digital Database						
CD & Video	4				4	
Others (specify) Magazines	87	3,530	145	5,295	232	8,825

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	52	01	25	-	01	07	22	-
Added	50	00	00	-	00	00	00	-
Total	102	01	25	-	01	07	22	-

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 departments, libraries and also to office. Teachers and a portion of students have benefitted by that. The college has its own software for admission and maintenance of database. The college has its own website.

4.6 Amount spent on maintenance in lakhs :

   i) ICT   8.10

   ii) Campus Infrastructure and facilities   46.17

   iii) Equipments   4.69

   iv) Others   60.00*

                                   Total :   118.96

* *including Salary of Guest Teachers and Casual Non-teaching Staff*

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Circulating information through notice and website.
- Supporting the students by informing the modalities for getting financial assistance from government and other agencies.
- Financial assistance extended to economically weaker section.
- Updated and well-stocked Library.
- Library of each department.
- Existence of Anti-ragging Committee for assistance.
- Academic calendar is provided in the beginning of each session.
- Coaching for entry-into-services.
- Regular remedial classes and tutorials.
- Regular academic excursions arranged by some of the departments.
- Information for career counselling and guidance.
- Organization of cultural programme for promoting values of students.

5.2 Efforts made by the institution for tracking the progression

Individual Departments keeps the results of class tests, test examinations & final University examinations to track the progress of their students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
10342	65	00	00

(b) No. of students outside the state

00

(c) No. of international students

00

Men	No	%	Women	No	%
	5191	49.88		5216	50.12

	Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
4251	4114	61	1560	00	9986	4331	4222	57	1797	00	10407

Demand ratio   1:3.5   Dropout %   15.60%

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 Exam. Etc.

No. of students beneficiaries

72

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 Teachers' Council has a sub-Committee, which addresses particularly this important area.

Journalism & Mass Communication, Community Development and Functional English Certificate courses are provided for those interested.

Other soft-skill development programme are also organised time to time by the committee.

No. of students benefitted

21

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
---	---	---	---

5.8 Details of gender sensitization programmes

No such Programme has been initiated in this session.

5.9 Students Activities

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

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

          No. of students participated in cultural events

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

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

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

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

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	---	---
Financial support from government	1808	2,63,40,400/-
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   [04]

5.13 Major grievances of students (if any) redressed: The IQAC made the college authority aware of the grievance regarding insufficiency of ladies toilets.   In response to the proposal of construction of new toilets for the students in Main Building, a prompt action has been initiated by the College Authority.

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 academic calendar/module to run and complete the syllabus.
>
> Bengali PG department have planed their own Syllabus.

6.3.2 Teaching and Learning

> * The basic hinterland of this College is mainly consisted with "First-Learner Group" families. The teachers employ interactive and participatory approach creating a feeling of responsibility in learning and makes learning a process of construction of knowledge.
> * Student centric teaching-learning process is adopted.
> * ICT enabled teaching-learning process is started in science departments.
> * Map-show, Model-show, Film-show etc. related to curricula are organised by the departments.
> * Class tests are regularly taken by the departments for evaluation.
> * Educational excursions are conducted by some departments

6.3.3 Examination and Evaluation

> * Regular class tests are taken by for some departments.
> * Students need to qualify the Test examination to appear in University Exams.
> * The answer scripts of such tests are shown to the students to identify 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.
- Space and necessary infrastructural support are provided for research work.
- IQAC has suggested to the Principal that seed money may be provided from college fund for Research projects of teachers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Total automation of the library service has been initiated.
- Internet service has been made available to the library users.
- Inflibnet for on-line journals and books in college library.
- COSA for pay-roll, and SBI e-connected online admission.
- Each Honours department maintains and runs a library of its own.
- Internet facility has been provided to the students and teachers to their own departments.
- Annual budgetary allocation is made available to each department for purchasing equipments, text and reference books in each year.
- College introduced ICT for which college utilised Additional Grant (Equipment, teaching & learning aids) of UGC XI Plan.

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.
- A continuous effort has been made to develop pollution free and green habit of all.

6.3.7   Faculty and Staff recruitment

- Faculty members are recruited by the West Bengal College Service Commission.
- Guest teacher is recruited by an expert committee which includes a University expert.
- Non-teaching staff members are selected as per regulation framed by the State Government.

6.3.8   Industry Interaction / Collaboration   NIL

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 in college website, notice board in 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.

6.4 Welfare schemes for

Teaching	Group insurance, Staff Credit Co-Operative Society, Provident Fund, Festival Advance.
Non teaching	
Students	Students' Health Home, Government Scholarships, Free Studentship, Stipend by College to the all student who have passed with 1-st Class in University Examination.

6.5 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 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.
- Some of the retired ex-students of the College serve as Guest Teachers in the College.
- One retired ex-student of the College voluntarily serves in the College Office.
- All the departments are in touch with their ex-students and their suggestions are attempted to be incorporated for the betterment of the college.

6.12 Activities and support from the Parent – Teacher Association

Most of the students of the College is the First-Generation-Student coming from First-Learner-Group families. Thus their parents are no longer in regular contact with the college. Centrally and Department-wise regular Gurdian Meeting has been started. Steps are initiated to make them fully functional.

6.13 Development programmes for support staff | NIL |

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

Plantation:
- A gardener has been appointed by the college for regular maintenance of the plants and seasonal herb.
- It is kept in mind not to cut the large trees.
- There is around 5 bigha paddy field inside the college campus and cultivation is given on lease to villagers.
- Every year 'Banmahotsab' program is celebrated in the campus which is accompanied with plantation of several trees.

Use of Renewable Energy:
- There are several number of solar panels fitted on the roof of Main Building which are used as a non-conventional power source.

Waste disposal

- Safer chemicals are used as much as possible in laboratories, adoption of green chemistry.
- Maintaining not to dispose chemicals outside.
- Quenching of harmful chemicals before disposal.
- Well maintenance by municipality cars to dispose the wastes and garbage of the campus.
- Making the college premises plastic-free zone.

Energy saving

- Use of CFL lamps as much as possible.
- Use of gas cylinders in labs other than petrol burners.
- Use of modern day gas ovens other than coal in canteen.
- Students and teachers are aware of switching off the power before leaving class rooms.
- To save the power plan is made to fit main switch at outside of each room.

Whole Campus is declared as no smoking zone.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

- SBI e-connected online admission software has been renewed to make future admission process possible.
- Cricket coaching camp has been continued.
- Bee-keeping has been started.

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

- College fund has been utilised for new building constructions also for some renovation & repairing works.
- For this purpose Engineers and Architecture have been appointed temporarily.
- Guest teachers in the different departments have been appointed.
- Special coaching class has been arranged for the weaker section of the students.
- New practical instruments were bought for various lab-based departments.
- Full automation system of Central Library is under process. INFLIBNET has been installed. Both text books and reference books were purchased for the College Library.
- LCD Projector, White boards have been introduced. Accessories have been purchased for Smart Class Room. Some new furniture was bought for the Departments and College Office.

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

- A survey is going on "Child Labour" collaboration with Gobardanga Municipality.
- Project has been taken to enlighten Local History.

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

7.4 Contribution to environmental awareness / protection

- Energy conservation.
- Use of renewable energy.
- Efforts for carbon neutrality.
- Plantation.
- Hazardous waste management.
- Environmental awareness program like 'Banmahotsab'.
- Planning to make a MoU with Agri-Horticultural Society of India.

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.
- Qualified, experienced and motivated teachers.
- Ratio of Male and Female student is almost 1:1.
- Ratio of subjects offered by the college out of the total subjects offered in the University Curriculum (UG level) is 2:5.
- The college offers wide range of subject combinations in Arts.
- The college has a Centre of Netaji Subhas Open University mainly for the local aged people.
- The college offers Remedial coaching and Entry to Services training to non-creamy layers of students and as well as to economically challenged general category students.
- Teachers make use of web resources to provide better learning resources to the advanced learners.
- Teachers take extra classes during slack session to compensate for classes lost due to exogenous factors.
- 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.
- As most of the students of the College are coming from First-Learner-Group families, thus their parents are not free to contact with the college.
- College has not yet established official collaboration and networking with industry and research organization for lab sharing, collaborative research work etc., though the collaboration in personal level exists.
- The college is yet to set up any formal mechanism to obtain continuous feedback from students on teaching-learning evaluation.
- Progression data is not maintained in the college previously.

> **Opportunities:**
- Scope for all round development for first generation students with basic human values.
- CAS requirements enhances efficiency of teachers.
- Alumni Association to be strengthen, which will enrich the College.

> **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.**

Criterion – VIII

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

- Submission of Departmental AQARs.

- To submit the proposal to University for Honours course in Music, Botany, Zoology, Anthropology and Geography.

- To appoint full-time-contractual teachers in above Departments.

- To extend social outreach programmes.

- To complete the 1-st floor of new Eastern-side.

- Completion of new Garage for vehicle.

- To submit the proposal to State Government for financial support to extent facility of Computer Centre.

- Installation of sound system and projector in each class room.

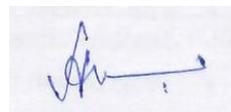- Proposal to fill up new non-teaching post.

*Name __**Dr. PINAKY SETT**_____*   *Name __**DR. HARE KRISHNA MANDAL**__*

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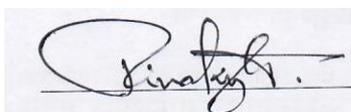
Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

Coordinator IQAC
Gobardanga Hindu College.

Principal
Gobardanga Hindu College
Khantura, North 24-Pgs

_____***_____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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