

# NETAJI MAHAVIDYALAYA

Arambagh, Hooghly, West Bengal, PIN-712601

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## The Annual Quality Assurance Report (AQAR) of the IQAC

Session : 2015-2016

Part – A

### 1. Details of the Institution

1.1 Name of the Institution

NETAJI MAHAVIDYALAYA

1.2 Address Line 1

Ward no – 18, P.O. – Arambagh,

Address Line 2

Dist. – Hooghly.

City/Town

Arambagh.

State

West Bengal.

Pin Code

712601.

Institution e-mail address

netajimahavidyalaya@rediffmail.com

Contact Nos.

9434122585, 9734000997.

Name of the Head of the Institution:

Dr Asim Kumar De.

Tel. No. with STD Code:

03211-255012.

Mobile:

9434122585, 9434049012

Name of the IQAC Co-ordinator:

Prof. Uday Kumar Nandi

Mobile:

9433420187

IQAC e-mail address:

iqacnmarambagh@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

WBC0GN13288

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)

EC(SC)/08/A&A/92 dated 15/06/2015

1.5 Website address:

www.netajimahavidyalayaarambagh.com

Web-link of the AQAR:

http://www.netajimahavidyalayaarambagh.com/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	1 <sup>st</sup> Cycle	B++	81.30	2007	2007-2012
2	2 <sup>nd</sup> Cycle	B	2.73	2015	2015-2020
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

29/05/2007

1.8 AQAR for the year (for example 2010-11)

2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR **2013-14 sent on 11/09/2014** (DD/MM/YYYY)  
ii. AQAR **2014-15 sent on 21/09/2016**

1.10 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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

IGNOU study Centre and NSOU study Centre

1.12 Name of the Affiliating University (*for the Colleges*)

The University of Burdwan

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08 (including Co-ordinator)"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>		
2.3 No. of students	<input type="text" value="02"/>		
2.4 No. of Management representatives	<input type="text" value="03 (including Principal as Chairperson)"/>		
2.5 No. of Alumni	<input type="text" value="04"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01 (Local Community)"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>		
2.8 No. of other External Experts	<input type="text" value="01"/>		
2.9 Total No. of members	<input type="text" value="22"/>		
2.10 No. of IQAC meetings held	<input type="text" value="03"/>		
2.11 No. of meetings with various stakeholders:	No. <input type="text"/>	Faculty	<input type="text" value="TC meet 04"/>
Non-Teaching Staff	<input type="text" value="02"/>	Students	<input type="text"/>
Alumni	<input type="text"/>	Others	<input type="text"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/>	No	<input type="checkbox"/>
If yes, mention the amount	<input type="text" value="₹ nil"/>		
2.13 Seminars and Conferences (only quality related)			
(i) No. of Seminars/Conferences/ Workshops /Symposia organized by the IQAC			
Total Nos.	<input type="text" value="Nil"/>	International	<input type="text"/>
		National	<input type="text"/>
		State	<input type="text"/>
		Institution Level	<input type="text"/>
(ii) Themes	<input type="text"/>		

## 2.14 Significant Activities and contributions made by IQAC

AQAR for the session 2014-15 sent, among others

## 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
1. Medical Insurance for the students	1. To a certain extent.
2. Boosting up of the career counselling cell of the college	2. To a large extent - from time to time campus interview programs by TCS, BIBS, CTS are conducted by the cell. Details in 5.6
3. Developing communicative skills in Hindi and English among students	3. The career counselling cell of the college is trying its best to develop communicative skill in English among the students by experts concerned to enable them in facing different off/on campus interview in this regard.
4. Augmentation of Gymnasium facilities as per the recommendation of NAAC Peer team for the second cycle of evaluation	4. To a remarkable extent. Necessary facilities for the same worth Rupees 1000000/- from the fund granted by RUSA have been arranged.
5. Introduction of some demand based certificate courses as per the recommendation of NAAC Peer team for the second cycle of evaluation	5. Not achieved.

2.16 Whether the AQAR was placed in statutory body Yes  No   
Management  Syndicate  Any other body

Provide the details of the action taken

The GB had gone through the AQAR and suggested the Principal to take necessary steps so that the proposed national level seminars could be organized towards the end of the session.

## 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				<p>There is no specific value added program. But every year the NSS of the college organizes the value oriented seminar talks given by the monks of Ramakrishna Mission, Kamarpukur, as a part of its annual camp.</p> <p>There is no specific career oriented program run by the college. But the <b>Career Counselling Cell</b> of the institution arranges off and on campus interviews conducted by different job consultancy organizations. A number students get benefited from the same every year. For details vide <b>5.6 &amp; 5.7</b></p>
PG	01			
UG	29		02(BBA & BCA)	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	30		02	
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	01
Trimester	
Annual	30

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*

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

**\*\* Assessment of Teachers by the outgoing third year students as per the 10-point questionnaire had been done.**

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

Subject	Items included	Item Excluded
Bengali (2 <sup>nd</sup> year General)	“Indira”, “Adhunik Golpo” & “Sajahan”.	“Nabanna”, “Malini” & “Celebela”.
English (Hons & General)	Radical Change in the course curriculum both at the Hons. and General Level has been made.	
Economics (Hons)	Computer Application in 3 <sup>rd</sup> year Hons.	
History (Hons)	History of Greece and Rome.	Parts of Medieval Europe and Early Modern Europe
Mathematics (Hons.)	Almost entirely new syllabus	
Geography (Hons)	GIS software technique, QGIS in paper VIII of Part III.	

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

Nil



## Criterion – II

### 2. Teaching, Learning and Evaluation

#### 2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Permanent contractual teachers	Part time teachers
71	24	15	00	13	19

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

20

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
								-	-

#### 2.4 No. of Guest and Visiting faculty and Temporary faculty

34

#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	14	01
Presented papers	01	14	-
Resource Persons	-	02	-

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

**Modularization of the syllabus, conducting subject-based quiz, group discussion, seminar talks by students as well as by guest speakers and use of ICT as and when necessary.**

2.7 Total No. of actual teaching days during this academic year 222

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

**Not at the disposal of the college. The university which it is affiliated to has no such system of exam/evaluation in the case of the colleges. The college follows the other systems applicable in its case.**

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

06 for Board Studies & 01 for curriculum Development Workshop

2.10 Average percentage of attendance of students 77%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA(Hons.)	402		14.42	63.68		
BA(General)	607		0.99	11.69		34.10
B.Sc(Hons.)	217		24.88	42.39		
B.Sc (General)	51		74.50	13.72		
B.Com(Hons.)	51		17.64	70.58		5.88
B.Com (Gen.)	27			18.51		51.85
BCA (Honours)	46		43.48	56.52		
BBA (Honours)	14		42.85	57.15		
MA (Bengali)	32		96.86	3.17		

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

**IQAC keeps close correspondence with Academic sub-committee and Examination sub-committee of the college and provides useful suggestions to these committees as regards policy framing and executing the policies in keeping with the University norms**

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	01
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	02
Summer✓ / Winter schools, Workshops, etc.	01
Others	Short term course in Open software chemistry - 01

### 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	26	11		32
Technical Staff	15	04		

## Criterion – III

### 3. Research, Consultancy and Extension

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

Chairperson of the IQAC issues notice from time to time about FIP which includes Research activities, projects etc. Accordingly, interested faculties apply along with synopsis, the committee concerned verifies and refers it to the University faculty, and when okayed by the committee, the college sanctions necessary leave the researchers are entitled to.

3.2 Details regarding major projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	01			-
Outlay in Rs. Lakhs	₹ 949275/-			-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	05		-
Outlay in Rs. Lakhs	₹ 830300/-	₹843500/-		-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	11	06	01
Non-Peer Review Journals	-	-	-
e-Journals	02	-	-
Conference proceedings	02	02	-

3.5 Details on Impact factor of publications:

Range  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	1-7-12 to 31-12-15	UGC	₹942000/-	₹ 881880/-
Minor Projects	2014-2016 & 2015-2017	UGC	₹ 2023000/-	₹ 1613000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			₹ 2965000/-	₹ 2494880/-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : NA

UGC-SAP  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

\*from Water analyzing laboratory  
 ₹75000/- and from Post Office as  
 rent ₹ 10800/-.

3.11 No. of conferences  
 organized by the  
 Institution

Level	International	National	State	University	College
Number	-	-	01	-	07
Sponsoring agencies	-	-	UGC	-	College

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

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  From Management of University/College

Total

3.16 No. of patents received this year: Nil

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
				01		

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them   Dr Jiban Kumar Pal, Dept. of Botany  
Dr Archan Chattopadhyay, Dept. of Bengali

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): **Nil**

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  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  Any other

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

- **AIDS awareness program on 01/12/2015.(by NSS)**
- **Plantation program at college campus as well as in the adopted villages. (by NSS)**
- **Dengue awareness program in the college campus as well as in the adopted villages. (by NSS)**
- **Traffic Control during Puja rush. (by NCC in collaboration with Arambagh PS)**

## 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	10.346 acres	nil	Own	10.346 acres
Class rooms	10670.89 m <sup>2</sup>	nil	Own	10670.89 m <sup>2</sup>
Laboratories	1780.539 m <sup>2</sup>	nil	NA	1780.539 m <sup>2</sup>
Seminar Halls	851.620 m <sup>2</sup>	nil	NA	851.620 m <sup>2</sup>
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	194	0	NA	194
Value of the equipment purchased during the year (Rs. in Lakhs)	86.66451	40.0	OWN	126.66451
Others (Generator etc.)	17.3924	nil	OWN	17.3924
Hostel	4042.75 m <sup>2</sup>	418.21 m <sup>2</sup>	Govt. of W.B.	4460.96 m <sup>2</sup>
Indoor Sports Training Infrastructure	Nil	864.00 m <sup>2</sup>	UGC	864.00 m <sup>2</sup>

#### 4.2 Computerization of administration and library

In terms of computerization of administration, there are 1) Local Intranet system where all computers of administrative office are connected, 2) Whole campus is under Reliance Jio wi-fi zone for using internet at anywhere and any place and so far as computerization of Library is concerned, there are – i) Intranet based OPAC, ii) Bar-coded issue return facility and iii) Bibliographic and member database in SOUL 2.0



#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	37720	₹1783073/-	5700	₹ 1643406/-	43420	₹342679/-
Reference Books	7125	₹434016/-	1311	₹ 377983/-	8436	₹811999/-
e-Books	100000	-	200000	-	300000	-
Journals	38	-	-	-	38	-
e-Journals	3000	-	3000	-	6000	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

**\*\* From 2010-11 session, the college became a member of Inffibnet N-LIST programme. The subscription value is ₹ 5000/-.**

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	166	125	02		03	15	21	-
Added	50	24	00		00	09	17	-
Total	216	149	02		03	24	38	-

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

We have introduced Reliance Jio wi-fi system at our campus so that all students as well as all staff of the college may use internet with high speed. In near future, we are trying to install our own Server. Also, the sole networking system will be abruptly changed. In that changed scenario all departments, administrative office and Library will be under single umbrella of Networking. Presently, students can use high speed internet at their mobiles and laptops and all kinds of administrative jobs including students' fees collection, form fill-up, registration are done through internet only.

4.6 Amount spent on maintenance in lakhs :

i) ICT	₹ 1.65108
ii) Campus Infrastructure and facilities	₹ 14.78016
iii) Equipments	₹ 6.95350
iv) Others	₹ 2.35700
<b>Total :</b>	₹ 25.74174

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC constantly keeps in contact with the section(s) concern of the office as well as the Students' Union of the College so as to make the students aware of the support services available for them, and insists the authority on taking the necessary steps so that those services can be properly enjoyed by the students.

#### 5.2 Efforts made by the institution for tracking the progression

Many of the prospective students passed out from the institution kept telephonic contact with the faculties concerned, particularly for career counselling. Through these students, the teachers sought information about Higher Education, training, cracking NET, SET/SLET, GATE, SSC etc. by them as well as by their friends.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
5334	53	-	-

#### (b) No. of students outside the state

Nil

#### (c) No. of international students

Nil

	No	%		No	%
Men	3110	57.73%	Women	2277	42.27%

Last Year (2013-14)						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
3439	1025	342	829	17	5652	2980	1103	328	962	14	5387

Demand ratio: 5.25 : 1 and Dropout % 10.75 (Mainly from backward communities and female candidates due to early marriage)

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

nil

No. of students beneficiaries

nil

#### 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

- A career counselling seminar on 28.12.2015 organised by BIBS and Career Counselling Cell of the college, ZSM, Dabur and Chief Sub Editor of Ananda Bazar Patrika guided by the students there.
- Career Counselling Cell organised 5 sessions of Career Guidance with the help of the in-house teachers in this period.

No. of students benefitted

Approx. 500

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01 (TCS)(on 20.08.15)	42	05	<p><b>04</b> out of 58 appeared( by <b>TCS</b> on 28.09.15)</p> <p><b>01</b> out of 10 appeared (by <b>CTS</b> on 16.01.16)</p> <p><b>09</b> out of 99 appeared(by <b>SSRP IT solutions Pvt. Ltd.</b> On 12.09.15)</p> <p><b>14</b> out of 99 appeared( at JOB Fair by various companies on 12.09.15)</p>

## 5.8 Details of gender sensitization programmes

nil

## 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
Financial support from institution	625	₹ 120460/-
Financial support from government	1022	₹ 4465200/-
Financial support from other sources	56	₹ 193200/-
Financial support from Kanyashree Prakalpo	263	₹ 6575000/-
Number of students who received International/ National recognitions	Nil	Nil

## 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

5.13 Major grievances of students (if any) redressed: Shortage of Teachers in some departments

## Criterion – VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

**All-round (intellectual, socio-economic, cultural, ethical etc.) development of the students and finding the College as Centre for Excellence (CE)**

6.2 Does the Institution has a management Information System

**The hierarchy of the Management system is maintained by using ICT, which terminates by hosting notices and other management decisions to the College Web sites or SMS method.**

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

6.3.1 Curriculum Development

Application has been done to the University of Burdwan for the introduction of 3 months' Diploma Course in Yoga to be run by the department of Physical education.

6.3.2 Teaching and Learning

**Apart from traditional chalk –and-talk method of teaching-learning, the college has encouraged the application ICT as and when necessary. As for example, some classes of the departments of Computer Science, Chemistry, Environment Science, Geography etc. are being held in the Smart Class Rooms. Side by side, the Academic Sub Committee of the college sees to it that the number of teaching days is maintained as far as practicable. Tutorial classes, quiz, group discussion, subject-based seminars by students as well as by the guest speakers are arranged as usual.**

### 6.3.3 Examination and Evaluation

The College has strictly followed the 1+1+1 (final) examination pattern of the University of Burdwan, and also conducted class tests, terminal examinations, tests etc.

### 6.3.4 Research and Development

Two faculties of the department of Chemistry have been engaged in Post Doctoral Research Work. The Research Committee has also motivated the other faculties to carry out such and such activities. As many as 05 minor projects were taken up by faculties of different departments as a result of the boosting up of Research Works by the committee concerned. The existing Major and Minor Projects were as usual being carried out by the respective faculties with utmost care and sincerity.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Enhancing e-journals and continuing membership of Infflibnet N-LIST programme. In addition to that, two computers and SOUL software & DATA conversion were installed and one Printer (SHARP AR 55200) with scanning and photocopying facilities was introduced. Introducing own Server, increasing the number of computers, developing networking system are the new strategies for ICT development.

### 6.3.6 Human Resource Management

The College has made up the full-time staff shortage by part-time, contractual and Guest faculties. It has also released the staffs concerned for Refresher Course, Orientation Programme, Workshop, Seminars and Conferences, Summer School, Board of Studies' meeting as and when necessary.

### 6.3.7 Faculty and Staff recruitment

Following the guidelines of West Bengal College Service Commission and Govt. Order, rules and regulations.

### 6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

**According to merit & by way of counselling.**

6.4 Welfare schemes for

Teaching	Co-operative, GSLLI, Janata Policy etc.
Non teaching	Co-operative, GSLLI, Janata Policy etc.
Students	Scholarships, Students' Health Home, Tuition as well as Bus fare concession, M-fund, Aid-fund etc.

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	Yes	BU	Yes	Academic sub committee of the College
Administrative	Yes	Govt. Of West Bengal	Yes	Members of GB of the College.

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No



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

- 1) **Installation and maintenance of pure, safe, chill drinking water machine (Aqaguard).**
- 2) **Conducting programme on developing awareness of the problems of the adolescent period.**

6.12 Activities and support from the Parent – Teacher Association

**Since there is no Parent-Teacher Association in true sense of the term, the Principal as Chairperson of the IQAC meets the parents once or twice a year to discuss the matters of attendance of students in the classes, their conduct, arranging concession for them, and, above all, their results.**

6.13 Development programmes for support staff

**Computer Training Programmes, particularly for the non-teaching staff.**

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

**Plantation of trees (medicinal and fruit plants etc.), use of dustbin, regular garbage cleaning, and its disposal by the staffs engaged for that as well as by NSS volunteers.**

## 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.

**The Practice:**

The college has been cultivating different crop plants having nutritional value like Potato, Spinach, Onion, Tomato, Cauliflower, Cabbage etc. using organic manure but not pesticides and chemical fertilizer since this session. It is a good practice of the college done with the expertise provided by Prof. Pradip Kumar Pal of the department of Bengali (versed in the subject) and the departments of Botany and Plant Protection.

**The Impact:**

- i) It lends the departments concerned an ample scope to apply the theoretical knowledge about the subject to the fields, which is said to be a Lab to Land pursuit.
- ii) As the practice is found to be cost-effective, the institution takes the opportunity to involve local farmers by way of giving an orientation to them about the same so that in future the practice can be continued on a larger scale.
- iii) The students hailing mostly from an agricultural background will be interested in the subject, and after passing out from the college may be involved in agricultural practice of the respective families by drawing insight from the practice. As a result, the institution-community linkage which is a very important factor for institutional development, will be boosted up in future.

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

1. The matter of launching a 3 months' Certificate Course in Yoga was placed in the Governing Body. The GB recommended the Principal to make application to the University of Burdwan as early as possible. The application has already been done and the course is hopefully to be started w.e.f. the academic session 2017-18
2. The Career Counselling cell of the college has been duly boosted up (as per the recommendation of the NAAC Peer team 2015) by engaging teachers in it for preparing the students to face the off and on campus interview programs conducted by TCS, CTS, SSRP etc. Special emphasis was laid in this respect on the personality development as well as the development of communicative skills (English in particular) by deploying teaching staffs from this college having competence and expertise about the same.

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

**1) Free Studentship for students getting First Class in the First year University Examination conducted by BU.**

**2) Practice in Yoga by the supervision of the department of Physical Education of this college.**

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

#### 7.4 Contribution to environmental awareness / protection

Organization of environmental awareness rally, awareness made by the students of Environmental Science of the evil use of polythene, quality assessment and consumption pattern of water, utilization of energy resources as well as distribution of saplings for plantation to other departments.

7.5 Whether environmental audit was conducted? Yes

No

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

- 1) Good synergy among all the wings of the college.
- 2) College Canteen upgraded with different chambers for Teachers & Students and with provision for modern as well as conventional foodstuff.
- 3) Sufficient amount of books for the central library and equipments and accessories for the Gymnasium have been purchased from the fund sanctioned by RUSA.
- 4) The institution has deficiency in project and research works.
- 5) Quality students of as many as four districts get admitted in this college.
- 6) The institution has permanent staff shortage
- 7) Alumni Association has not yet been registered
- 8) Participation of students in University/State/National/International level competitions is poor.

8. Plans of institution for next year

- 1) Introducing MCA in IGNOU study centre of the College
- 2) Starting Communicative English & Hindi Classes for both the members of Teaching and Non-Teaching Staff and the Students
- 3) Registering the Alumni of the College
- 4) Introduction of 3 month's Diploma Course in Yoga offered by the University of Burdwan.

Name **Prof. UDAY KUMAR NANDI**

Name **Dr ASIM KUMAR DE**

Uday Kumar Nandi

Dr Asim Kumar De

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*Signature of the Coordinator, IQAC*

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*Signature of the Chairperson, IQAC*

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