

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2016-17

I. Details of the Institution

1.1 Name of the Institution

Uluberia College

1.2 Address Line 1

Uluberia, Howrah. PIN-711315

Address Line 2

DO

City/Town

ULUBERIA

State

WEST BENGAL

Pin Code

711315

Institution e-mail address

Uluberia_college@rediff mail.com

Contact Nos.

033-2661 0332

Name of the Head of the Institution:

Dr. Debasish Pal

Tel. No. with STD Code:

033-2661 0332

Mobile:

9830885918

Name of the IQAC Co-ordinator:

Dr. Aditi Bhattacharya

Mobile:

9830656487

IQAC e-mail address:

iqac.uluberia@gmail.com

1.3 NAAC Track ID

WBCOGN13254

OR

1.4 NAAC Executive Committee No. & Date:

Ec/66/RAR/124

1.5 Website address:

www.uluberiacollege.org

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	NA	2007	31.03.2012
2	2 nd Cycle	B	2.48	2014	20.02.2009-2010
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

23/07/2007

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR_2014-15 submitted to NAAC__on 08.07.2015_____
- ii. AQAR_2015-16 submitted on July 2016_____

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*)

Calcutta University

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

Autonomy by State/Central Govt. / University

Nil

University with Potential for Excellence	Nil	UGC-CPE	Nil
DST Star Scheme	Nil	UGC-CE	Nil
UGC-Special Assistance Programme	Nil	DST-FIST	Nil
UGC-Innovative PG programmes	Nil	Any other (<i>Specify</i>)	Nil
UGC-COP Programmes	Nil		

2. IQAC Composition and Activities

2.1 No. of Teachers	10
2.2 No. of Administrative/Technical staff	04
2.3 No. of students	01
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	0
2.8 No. of other External Experts	0
2.9 Total No. of members	18
2.10 No. of IQAC meetings held:	July 2016-June 2017.

2.11 No. of meetings with various stakeholders:	No.	10	Faculty	06
	Non-Teaching Staff and Students	1	Alumni	0
			Others	2
	Teaching Staff and non-Teaching staff:	1		

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. International National State Institution Level

(ii) Themes:

1. Women Emancipation; 2. Legal Awareness; 3. Exam Fovea; 4. Religious Tolerance & National Integrity; 5. Skill Development; 6. Communicative English; 7. Goods & Service Tax; 8. Advanced Nanotherapeutics: Small Science, Big Impact.

2.14 Significant Activities and contributions made by IQAC

1. In order to enhance the quality of teaching and learning IQAC has directed the faculty members to arrange (like previous years) special classes for the academically backward students. Special coaching classes have been arranged for the meritorious students. All these classes are arranged after Test Examination of the students of each year. Seven smart classes have been introduced.

In this academic session (2016-2017) IQAC has arranged a general guardian meeting with the guardians of the students of the each Honours Department who have failed in their Pre-Final Part 1 Test Examination and as per their request supplementary examination was also held. Students, who were unable to secure 40% marks in supplementary test, are not sent up for their Final University Examination. And this decision has been taken along with the Teachers' Council, Students' Union and Guardian Forum.

To ensure the quality of teaching learning and evaluation IQAC also collects data from the ongoing students of each Honours Department and takes necessary steps based on their feedbacks. In every year feedback is also collected from the outgoing students.

2. In order to enhance Student Support Services IQAC has introduced mass SMS to the students conveying information regarding all sorts of academic activities like examination, deposition of fees, admit card and mark sheet distribution, dates of academic and carrier counselling etc.

3. **In order to enhance Health awareness as well as Social Commitment** IQAC has started Thalassaemia Screening Camp for the students since last 4 years.

4. This year the **Student Support Wing of IQAC has organized** a special seminar on **Exam Fovea** keeping in view the anxiety and tension regarding examination prevailing among most of the students. The renowned Psychologist Dr. Shreemoyee Tarafder came to share her views with the students and in the interactive session students actively participate in the seminar. It has been decided that we would organize such seminar for the students of each academic session.

5. IQAC, in collaboration with Bengali Department, has organized a Seminar on **Legal Awareness** to create awareness among the student community to avail of the opportunities provided by the legal cell of the local judicial jurisdiction where they live. Session Judge of the Uluberia Court came to deliver his valuable speech in this regard and students were greatly benefitted.

6. IQAC has also arranged a seminar on **Religious Tolerance and National Integrity** on 8th May, 2017 on the occasion of Tagore's birthday. Prof. Supriyo Bhattacharya of Kalyani University was the speaker on the above mentioned topic.

7. In order to serve students' interest IQAC has arranged seminars on Skill Development spheres like Computer Hardware, Modern Office, Communicative English etc. Classes have also been started on the above mentioned topics to promote skill development among the students for their future career.

8. Every year IQAC arranges Yoga classes for the students for their all round development. We are thinking of arranging Yoga classes once in a month. The thought of arranging psychological counselling for the students by expertise psychoanalyst is in the process.

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.	ACHIEVEMENT
<p>i. Starting Morning Section for Girl students to meet the demand of the increasing number of students.</p> <p>ii. Collecting feedback from the ongoing students of each Honours department to enhance the quality of teaching.</p> <p>iii. Collecting and analyzing feedbacks from the outgoing students and guardians regarding academic as well as administrative activities of the college.</p> <p>iv. Organizing Seminars regarding different social issues.</p> <p>v. Organizing Special Class/ workshop by inviting faculty members from different Academic Institutions.</p> <p>vi. Organizing Social Awareness Program & Blood Donation Camp.</p> <p>vii. Introducing Electronic Attendance System for the Teaching and Nonteaching staff.</p> <p>viii. Introducing Smart Classes</p> <p>ix. Installation of Air-Condition machine in Library and Office</p>	<p>i. We have succeeded in this endeavour and the Morning Section will start from the Academic Session 2017-18.</p> <p>ii. Collected from the students and teachers are directed to take necessary steps on the basis of the feedback collected.</p> <p>iii. Collected from the outgoing students before their filling up of Final University Examination forms and consolidated. Guardian's feedbacks are reflected in 'Guardian's Meeting' held in different departments.</p> <p>iv. This year we have successfully organized seminars on different social issues like Women Emancipation, Legal Awareness, Secularism and Religious Tolerance.</p> <p>v. Departments like Mathematics and Philosophy have arranged special classes by inviting faculty members from renowned institutions. Zoology Department organized Two-Day Workshop in collaboration with S.N. Bose Institute: Centre for Basic Sciences under BOOST Project.</p> <p>vi. We have successfully organized Blood Donation Camp and like the previous years we have arranged Thalassemia Screening Test for the staff & students at free cost.</p> <p>vii. We have succeeded in introducing Electronic Attendance System for the Teaching and Nonteaching staff for the sake of transparency.</p> <p>viii. Seven Smart Classes (including Seminar Room) have been introduced in this academic session (2016-17).</p> <p>ix. We have successfully installed.</p>

<p>x. Construction of new Common Room for Girl students and new Canteen for students.</p> <p>xi. Construction of new classrooms for Chemistry Department.</p> <p>xii. Construction of a building in between Administrative building and Botany Department.</p> <p>xiii. Beautification of the pond and its surrounding areas.</p> <p>xiv. Conducting internal academic audit on NAAC parameters.</p>	<p>x. Nearly completed.</p> <p>xi. Completed.</p> <p>xii. Nearly completed.</p> <p>xiii. Uluberia Municipality has accepted this project and it is in pipeline.</p> <p>xiv. This cannot be successfully carried out but we are trying to do this in this academic year. Like the previous ears this year also Academic Sub-committee has made a review of the academic activities of the college under the supervision of Governing Body.</p>
--	---

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

The IQAC coordinator, on behalf of IQAC, informed Governing Body regarding the preparation of AQAR (July, 2016 – June, 2017). She placed the AQAR in the Governing Body meeting held on 24.07.2017 and G.B. approved the AQAR.

Part – B

Criterion – I

I. Curricular Aspect

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	NA			
PG	01			
UG	03			
PG Diploma				
Advanced Diploma				
Diploma			01(On Computer Programming)	
Certificate			01(On Computer Programming)	04 (Computer Hardware, Modern Office, AC Repairing, Spoken English)
Others				
Total	04		02	04
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	ANNUAL

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

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

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

Calcutta University makes the syllabus. Often suggestions are invited.
--

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

Proposal for introducing two new subjects has been approved by Calcutta University and from the coming academic session (2017-18) Education and Microbiology will be introduced as Pass subjects. Postgraduate courses in Mathematics and Bengali are also in pipeline. From the coming Academic session (2017-18) Morning Section exclusively for Girl students will start.
--

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
59	23	14	NA	22

2.2 No. of permanent faculty with Ph.D.

19

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year 16-17

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
8	15	NA	NA	NA	NA	0	0	8	15

2.4 No. of Guest and Visiting faculty and Temporary faculty

30

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	Institutional Level
Attended	01	05	01	03
Presented papers	01	03	01	01
Resource Persons				

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

The IQAC has set the bench marks for teaching and learning process. Accordingly, each department has adopted different modes of teaching and learning according to their conveniences. such as:

1. Use of smart board
2. Field work for assignment
3. Teaching through projectors
4. Movie Screening
5. Home Assignment.
6. Interactive Sessions between teachers as well as between students and teachers.

2.7 Total No. of actual teaching days during this academic year 214 DAYS

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 4-5

2.10 Average percentage of attendance of students 70%

2.11 Course/Programme wise distribution of pass percentage in 2016-17 session:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III /P %	Pass %
BA (HONS)	372	NA	3.92	96.07	6.18	95.43
B.SC. (HONS)	98	NA	41.46	58.53	6.12	93.87
B.COM (HONS)	07	NA	NIL	14.28	NIL	14.18
BA (GEN)	1012	NA	0.70	51	48.94	56.12
B.SC. (GEN)	123	NA	43.75	44.64	11.60	91.05
B.COM (GEN)	42	NA	NIL	40	60	23.80
B.Ed.	94	NA	100	NIL	NA	100.0

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

For monitoring and evaluating teaching and learning process IQAC has taken the following steps:

1. Students are being constantly evaluated through Class Tests, Quiz, Seminars and Home Assignments.
2. By organising Guardians meeting and by collecting feedback from them IQAC evaluates the teaching learning process.
3. Through Academic Subcommittee IQAC keeps vigilance on the teaching learning process.
4. Considering and analysing Students' feedback IQAC monitors teaching learning process.

2.13 Initiatives undertaken towards faculty development: NA.

(College cannot organize any such programme. But faculty members can join the Refresher/ Orientation Program under FIP organized by any University.)

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

- In this academic year no faculty member has got the chance to join the Refresher or Orientation Course. Actually the number of seats is very limited and The Universities (who are the Course organizers) select the candidates according to the priority of the promotional seniority.

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	29	27	Nil	25
Technical Staff	04	03	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

1. Organizing study circle for the faculty members where they present papers.
2. Encouraging the faculty members for contributing papers for College Academic Journal ‘Quest’.(ISSN NO:2319-2151)
3. Encouraging Interdisciplinary Research Activities. Our College has made a collaborative venture with “S.N. Bose Institute: Centre of Basic Sciences’ and research work has been started from the previous year under BOOST project.
4. Appealing the Authority to grant special leaves to the faculty members for joining different seminars both inside and outside India.
5. Appealing the Authority to grant study leave for carrying out Doctoral or Post-Doctoral Research Work.
6. For developing students’ aptitude to research we organize Seminars, Workshops, Poster presentation etc.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02			
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01		

Outlay in Rs. Lakhs	4 Lakhs	2.40 Lakhs		
---------------------	---------	------------	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	09		09
Non-Peer Review Journals			
e-Journals			
Conference proceedings	02	06	

***Please see Annexure No.1**

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	Number	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects (Completed)	2	05	UGC		
Minor project(Ongoing)	1	02	UGC	2.45 Lakh	1.40 Lakh
Minor Projects (completed)	1	02	UGC	4 Lakhs	3.75
Interdisciplinary Projects					
Industry sponsored					
Projects sponsored by the University/ College					
Students research projects <i>(other than compulsory by the University)</i>					
Any other(Specify)	01	5	DBT, GOVT OF WB	40 Lakhs	40 Lakhs
Total					

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

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	Univ.	College
Number					06*
Sponsoring agencies					College

***Please See Annexure No: 2**

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

3.13 No. of collaborations International National * Any other

***Collaboration with 'S.N. Bose Institute: Centre of Basic Science'.**

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs: 20,00000+ 90,000(For organizing Workshop)

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	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
02				PhD Award		

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

02

05

** As our institution is an undergraduate institution the teachers cannot independently guide the research scholars. They guide the research scholars of other Post Graduate or Research Institutions and guide the students in collaboration with the research guides of those Institutions under which the students registrar themselves for Ph.D.

3.19 No. of Ph.D. awarded by faculty from the Institution: NA

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University /College level State level

National level International level

3.22 No. of students participated in NCC events:

University/College 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
Sub divisional Level: 01

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:

Extension Activities:

- i) Organizing Yoga & meditation classes for the students and the staff
- ii) Organizing educational tour for the students
- iii) Cleaning Program undertaken in the College Campus to make a clean environment and to extend awareness of “Swachh Bharat Mission” declared by Govt. of India and Dept. Higher Education, Govt. of West Bengal.

Social Responsibility:

- i) Seminar on Religious Tolerance and National Integrity
- ii) Seminar on Legal Awareness
- iii) Seminar on the significance of Mother Tongue day
- iv) Counselling and motivation session for the slow learners & students coming from problematic background.
- v) Organizing Thalassemia Screening Test for the students & staff in collaboration with medical Team of Uluberia General Hospital.

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	6100 sq.Metres		College	

Class rooms	24	04	College	28
Laboratories	16			16
Seminar Halls	02		UGC & College	
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	22		College & RUSA Fund	
Value of the equipment purchased during the year (Rs. in Lakhs)	7,18,470		College & RUSA Fund	
Others				

4.2 Computerization of administration and library

(A) Computerization of Administration

- (i) Preparation of Salary Bill by KOSA software introduced by W.B. Govt. and payment through E-pradan.
- (ii) Online Admission and Registration as well as online payment to the bank.
- (iii) Students' Data-base regarding admission, result etc.
- (iv) Sending information to faculty members and students through mass SMS.

(B) Computerization of Library

- (i) Introduced ENLIST since 2012 for online search for E-journal.
- (ii) Introduced OPAC (Online Public Access Catalogue) since 2014 January.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12,299 (since April 2016)	Rs.18,71,257	318 in 2016-17 session	Rs. 1,17,721	12299	Rs. 19,88,978
Reference Books*						
e-Books						
Journals	28	60,251	0		28	60,251
e-Journals						

Digital Database						
CD & Video						
Others (specify)						

*Only 10% books are reference books. As most of our students come from BPL class we have to purchase plenty of Text books.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Office	Departments	Others
Existing	93	14	All computers	17	16	36	10
Added	02	01	00	01	00	01	00
Total	95	15		01	16	37	10

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

1) This year 48 students of our college have been given computer training by the Computer Centre inside the college campus under subsidized rate.

4.6 Amount spent on maintenance in lakhs : (2016-17 session)

i) ICT

7, 94, 749

ii) Campus Infrastructure and facilities

21, 88, 729

iii) Equipments

7, 18, 470

iv) Others

16, 87, 019

Total :

16, 87, 967

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Awareness regarding Student Support System like, Counselling Cell, Placement Cell, Financial Aid Cell, Grievance Redress Cell etc is brought through

- .Department and college notice board
- .Display board in the Library
- .Mass SMS to the students
- .Student Council and Student Forum

5.2 Efforts made by the institution for tracking the progression

Institution tracks the progression by considering

- .Feedback from students
- .Yearly reports regarding the functioning of the cells providing student support system

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
6642	200	NA	NII

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	2776	41.79		3866	58.20

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
5019	1370	08	625	32	7022	4624	1250	12	755	07	6642

Demand ratio 1:7

Dropout % 3

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET

SET/SLET

GATE

CAT

IAS/IPS etc State PSC UPSC Others

* In this academic year (2016-17) 38 students of our college have got jobs in different Government sectors.

5.6 Details of student counselling and career guidance

There is a Counselling and Career Guidance Cell in our college. The departmental teachers also counsel their students throughout the year. Seminars are also arranged on career guidance and special training courses are arranged in collaboration with different Institutes. This year (24.03.17) we have signed a MOU with **Excel Medi Skill Pvt. Limited** for providing different skill development training to our present as well as outgoing students. We have also started Communicative English Classes in collaboration with **Infinity** from May, 2017. Total 78 students have taken admission so far.

See Annexure : 3

No. of students benefitted

5.7 Details of campus placement: This year we have not been able to arrange campus interview.

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

We have arranged a seminar on International Women's Day to discuss the issue of women's emancipation and the present status of women in our society.

5.9 Students Activities

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

University level District Level State Level
International Level 03

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 : **University level** District Level State Level

Cultural: **State/ University level** National level International level

*Karate has been introduced in our institution where the students especially the girl students are very much interested. In December 2016 Four students participated in KAI District Tournament and got 5 (one participant got 2 medals) Bronze Medals. In January 2017 Four Students participated in KAI State Tournament and two of them got Bronze Medals.

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	758+189	4,04,511
Financial support from government	2531	*
Financial support from other sources		
Number of students who received International/ National recognitions		

* Total amount cannot be mentioned as the amount is directly credited to the students' individual Bank Account through NEFT.

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

The Students' Union takes initiatives in organizing General Assemblies to commemorate special events in the college and celebration of National and Religious Festivals, ie. Saraswati Puja, Viswa-Nabi-Divas, Rabindra-Jayanti, Bhasa- divas etc. It plays vital role in conducting various

cultural and talent oriented programs (Quiz, Debate, Music Competition etc). It also takes initiatives to publish college magazine where students contribute their creative writings.

5.12 No. of social initiatives undertaken by the students in this year

02

5.13 Major grievances of students (if any) redressed:

The basic amenities were improved as per request of the students which includes more toilets for boy students, improved canteen facilities and space for cycle stand. A token system has been introduced in the Library to ensure the safety of the baggage which is now kept in the custody of a person assigned for this task. This year as per the requirement of the increasing number of Girl Students a new well equipped Girls' Common Room is being constructed which will be inaugurated soon. A newly constructed more spacious Student Canteen is to be started soon.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision of this institute is to excel in academic arena and enlighten the students to face the challenges of the ever changing world.

The mission of the Institute is to strive to redefine the general education relevant to society's emerging needs and teach its future citizen regarding the spirit of national integrity, a vital ingredient for the development of our beloved country.

6.2 Does the Institution has a management Information System : Yes

Already existing Information System is upgraded and MIS system is established in the college for better performance.

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

6.3.1 Curriculum Development

We have no scope for curriculum development except the suggestions given by some faculty members participating in the meetings conducted by the Mother University.

6.3.2 Teaching and Learning

Quality improvement in teaching learning process is made by constant monitoring through Academic Subcommittee and IQAC. We have already started Smart classes.

6.3.3 Examination and Evaluation

Final year exam is conducted by the university .Besides pre-final Test Exams, college takes Mid-term Tests and Class Tests. Surprise tests are also taken. A full -fledged examination team has been constituted in this academic year to supervise over the Examinations (both College & University) to carry on the job smoothly. Besides this, IQAC through the Academic Sub-Committee keeps vigilance on this process. From this academic year we are going to introduce On-line Examination system.

6.3.4 Research and Development

Ours is an undergraduate institution so there is no scope for engaging students in research work but the faculty members try to coach the students of Honours departments in such a way so that they can be oriented towards research activities. We arrange students' Seminars to orient the students in thinking on their own. Some of our faculty members act as research guides. We have set up a Research Laboratory under BOOST in Collaboration with 'S.N.Bose Institute: Centre for Basic sciences". This year Two Day Workshop on **Nanotherapeutics** (10 &11 March 2017) was arranged by Zoology Department to orient the students towards research activities. In 20th December 2017 Botany Department arranged Students' Academic Fest (SAF) on **Plant Human relation** where students of the department made Poster Presentation on the theme.

Students of the Zoology Department participated in the **"District Student –Youth Science Fair 2016"** Organized by "Department of youth service, Government of West Bengal " on 22nd & 23rd December, 2016 and by acquiring 3rd position were selected for **State Student youth Science fair 2016** , At Netaji Indoor Stadium, Kolkata on 15th -17th February, 2017. The model was on **"Agriculture-Environment & Energy conservation"**.

6.3.5 Library, ICT and physical infrastructure / instrumentation

College Introduced Wi-Fi connection from the previous year. Open access system in the Library has been introduced from January 2014. In 2015-16 sessions we have introduced Security Control Machine (Century Eas Rx & Tx Dual Antena) in the Library. In this year (2017) we have installed Air-conditioned Machine in the Library.

6.3.6 Human Resource Management

College Organizes skill oriented programmes, workshops, seminars in-campus and off-campus interviews for students.

6.3.7 Faculty and Staff recruitment

College cannot recruit Faculty and Staff in substsnative post but guest faculty and casual staff or staff on daily wage basis is appointed by the college according to the need.

6.3.8 Industry Interaction / Collaboration

In this Academic year we have been successful in making collaboration with two skill development institutions.

6.3.9 Admission of Students

College strictly adheres to the norms of the State Government and Calcutta University. Online Admission Process has been introduced from the Academic year 2013-14. From last year on-line Admission Process is introduced in B.Ed. Course also.

6.4 Welfare schemes for

Teaching – one day outing for staff sponsored by management

Non-teaching – loan facility, one day outing for staff sponsored by management

Students – Book Bank, financial support to deserving students, counselling, celebrations of Teachers' Day and children Day, celebration for good performances of the students in Final Exam, Thalasemia Screening Test for staff and students.

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		Yes	GB
Administrative	yes	State Gov.	Yes	GB

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?

Calcutta University (under which our College is affiliated) has introduced Semester System in Commerce Section and is going to introduce semester System in all other Sections very soon..

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

Every year in collaboration with Alumni Association College organizes prize distribution ceremony for appreciating and encouraging the academic excellence of the students in their university exams. Some of the alumni of our college have contributed lump sum money for giving financial support to the meritorious but financially weak students. Besides these, college exploits the expertise of some of its alumni in different fields.

6.12 Activities and support from the Parent – Teacher Association

We have no formal parent teacher association but every year IQAC arranges guardians' meeting to collect feedback from them in academic as well as in other spheres for the benefit of the institution.

6.13 Development programmes for support staff: Nil

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

We have already installed Green Generator. We have also installed Water Harvesting System. In the academic year 2015-16 we have installed solar panel in collaboration with the Department of Power and Non- Conventional Energy Sources, Govt. of West Bengal. This year we have given a proposal to beautify the College Campus, especially the area beside the pond, to the W. B. Government and this proposal has been sanctioned. The development is under process.

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.

From the year 2016 college administration has introduced a new system in the process of controlling both the college as well as the university exams. A central committee has been formed which supervises on all the activities concerning examinations and to assist this committee some faculty members and

non-teaching staff are entrusted with responsibilities to carry on the program smoothly. It has created a positive impact on the functioning of the institution.

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

The staff council (Principal, HODs, IQAC Team) conducted meeting to review the proposed annual plan for the previous year. Also Proposals are made regarding the annual plan for the new Academic Year 2016—17.

7.3 Give two Best Practices of the institution

i. Yoga classes for students and staff are arranged on regular basis. We often arrange classes by inviting resource persons to boost up the moral responsibility of the students.

ii. Special classes are arranged for the Honours students by inviting resource persons from another Institution.

7.4 Contribution to environmental awareness / protection

i. Environmental Studies – A Compulsory Course for all students

ii. Plastic free campus and adjacent area of the college.

iii. Green and clean campus.

iv. Installation of Solar Panel in our Campus.

7.5 Whether environmental audit was conducted? Yes No

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

Due to the concerned involvement of the Governing Body President and the Head of the institution a positive environment has been created in the college which enables to inspire the students, their guardians and the teaching and non-teaching staff.

8. Plans of institution for next year

- i. Renovation and up gradation of existing facilities
- ii. Introduce more skill development projects
- iii. Bringing new research project under BOOST involving students.
- iv. Introducing on-line examination system
- v. Introducing inter-disciplinary class
- vi. Collaborating with the local schools in teaching –learning sphere

Aditi Bhattacharya

Name : *Dr. Aditi Bhattacharya*

Signature of the Coordinator, IQAC

Debasish Pal

Name : *Dr. Debasish Pal*

Signature of the Chairperson, IQAC
