The Annual Quality Assurance Report (AQAR) of the IQAC:2017 – 18

Part – A

**1. Details of the Institution**

 RAGHUNATHPUR COLLEGE

1.1 Name of the Institution

RAGHUNATHPUR, PURULIA

 1.2 Address Line 1

PURULIA

 Address Line 2

RAGHUNATHPUR

 City/Town

WEST BENGAL

 State

723133

 Pin Code

rnpur\_coll@rediffmail.com

 Institution e-mail address

09083274523

 Contact Nos.

DR.PHALGUNI MUKHOPADHYAY

 Name of the Head of the Institution:

 Tel. No. with STD Code:

09434120433

 Mobile:

DR.SRINIBAS NANDI

Name of the IQAC Co-ordinator:

09434657888

Mobile:

rnpuriqac@gmail.com

 IQAC e-mail address:

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)\_\_WBCOGN12589

www.raghunathpurcollege.ac.in

1.4 Website address:

http://www.raghunathpurcollege.ac.in/AQAR201718.doc

Web-link of the AQAR:

 For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Cycle | Grade | $\frac{∑C\_{i} W\_{i}}{∑W\_{i}}$ / CGPA | Year of Accreditation | Validity Period |
| 1 | 1st Cycle | B | 70.50 | 2005 | 2005-2014 |
| 2 | 2nd Cycle | B | 2.06 | 2014 | 03.03.2015-02.03.2020 |

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

25.03.2008

2017-2018

**1.7 AQAR for the year *(for example 2010-11)***

1.8 Details of the previous year’s AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

1. AQAR \_ 2015 – 2016 , 27/09/2018 (DD/MM/YYYY)
2. AQAR 2016 –2017, 31/12/2018\_ (DD/MM/YYYY)
3. AQAR\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (DD/MM/YYYY)
4. AQAR\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (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

    BCA(HONS.)

Others (Specify)

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

SIDHO KANHO BIRSHA UNIVERSITY, PURULIA

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

NO

 Autonomy by State/Central Govt. / University

NO

 University with Potential for Excellence UGC-CPE

NO

 NO

NO

 DST Star Scheme UGC-CE

 UGC-Special Assistance Programme DIST FIST

NO

NO

NO

NO

 UGC-Innovative PG programmes Any other (*Specify*)

NO

 UGC-COP Programmes

 **2. IQAC Composition and Activities**

06

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

 01

 00

2.3 No. of students

2.4 No. of Management representatives

00

00

2.5 No. of Alumni

2. 6 No. of any other stakeholder and

 01

 community representatives

 01

2.7 No. of Employers/ Industrialists

 00

2.8 No. of other External Experts

2.9 Total No. of members

06

]’

loiouyr

 09

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders: Faculty

01

00

01

01

 Non-Teaching Staff Students Alumni Others

√

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

00

 If yes, mention the amount

2.13Seminars and Conferences (only quality related)

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

00

00

 Total Nos. International National **State** Institution Level

00

01

**01**

**IQAC organised one day State Level Seminar on “The Scope of Quality Improvement Under Choice Based Credit System” on 07th February 2018.**

 (ii) **Themes**

2.14 Significant Activities and contributions made by IQAC

1. In order to serve students’ interest IQAC has arranged Special classes on Value Education to arise ethical values and sense of responsibility among the students.

2. The IQAC has made significant contribution for the overall development of the college by encouraging and advising the college authority/teachers/students for undertaking various actions beneficial for the stakeholders.

3. IQAC reviewed the academic performance of all the departments and suggested steps to improve overall teaching learning process to the departments as well as management.

4. IQAC has recommended for fully online procedure of student admission including online counselling, upgradation of online library management system, implementation of smart classroom for efficient ICT enabled teaching-learning, etc. These recommendations have been duly communicated to the management.

5. IQAC is instrumental in monitoring and implementation of the Career Advancement scheme of the teachers.

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 along with infrastructural development and the outcome achieved by the end of the

 year (2017 – 18) \*

|  |  |
| --- | --- |
| Plan of Action | Achievements |
| 1. Completion of the construction of additional 3 class rooms to meet the requirement.
 |  Constructions of three additional class rooms are completed. |
| 1. Purchase of laboratory equipments under RUSA grants.
 | Under process |
| 1. Extension of library building , some part from RUSA grant and some other part from UGC grants.
 |  Construction completed |
| 1. Completion of construction of boys’ common room on the cycle stand under RUSA grant.
 | Construction completed |
| 1. Construction of boundary wall of the college.
 | Vetted Plan estimate send to the proper authority for sanctioning the required fund. |
| 1. Intense aforestation in the college campus
 | Already started |
| 1. College campus to be made plastic free zone
 | Not yet achieve but measures have been initiated. |
| 1. Cleaning of campus of the college
 | It is continuously running  |
| 1. Rain water harvesting
 | Not yet initiated but management is very eager to implement it in near future.  |
| 1. Solar energy use for office building
 | It is at the very early stage of discussion |
| 1. Preparation of academic audit for the last three years.
 | Under process. |
| 1. To install a vending machine of sanitary napkin in the girls common room
 | Discussion started. |
| 1. IQAC requested the Principal to initiate the process to fill up the vacant posts of Teaching and Non- teaching staff as early as possible for doing all the works at its stipulated time.
 | Vacancy statements of teaching staff already send to the College Service Commission, West Bengal. Preparation of vacancy statement of Non-Teaching staff is under process. |
| 1. To meet the students’ need under CBCS, the Principal be requested to engage more Guest and Contractual teachers.
 | Appointment is given as required |
| 1. To expedite the process of computerization of the Central Library.
 | Process is going on. |
| 1. To install Audio Visual techniques for the teaching learning process.
 | Process is going on. |

 *\* Attach the Academic Calendar of the year as Annexure.*

√

2.15 Whether the AQAR was placed in statutory body Yes No

√

Management Syndicate Any other body

 Provide the details of the action taken

AQAR for the year 2017 – 18 was placed before the Governing Body of the college for its perusal and approval.

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 | 0 | 0 | 0 | 0 |
| PG | 0 | 0 | 0 | 0 |
| UG | 18 | 0 | 2 | 0 |
| PG Diploma | 0 | 0 | 0 | 0 |
| Advanced Diploma | 0 | 0 | 0 | 0 |
| Diploma | 0 | 0 | 0 | 0 |
| Certificate | 0 | 0 | 0 | 0 |
| Others |  |  |  | 0 |
| **Total** | 18 | 0 | 2 | 0 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interdisciplinary | - | - | - | - |
| Innovative | - | - | - | - |

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

 (ii) Pattern of programmes:

|  |  |
| --- | --- |
| Pattern | Number of programmes |
| Semester | 18 (CBCS introduced on and from July 2017) |  |       |       |
| Trimester | 0 |
| Annual | 18 ( Only for the students of 1 +1 +1 system.) |

√

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.

As the College follows the Syllabus and Curriculum of SKBU there is no scope of internal curricular designing, revision or up gradation. But CBCS introduced on and from July 2017 and new syllabus framed by the university as per UGC guideline.

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

No

**Criterion – II**

**2. Teaching, Learning and Evaluation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total | Asst. Professors | Associate Professors | Professors | Others |
| 54 | 29 | 08 | NA | CWTT | PTT |
| NA | 17 |

2.1 Total No. of permanent faculty

2.2 No. of permanent faculty with Ph.D.

16

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Asst. Professors | Associate Professors | Professors | Others | Total |
| R | V | R | V | R | V | R | V | R | V |
| 01 | 01 |  | - | N.A | N.A |  |  |  |  |

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

0

0

32

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

|  |  |  |  |
| --- | --- | --- | --- |
| No. of Faculty | International level | National level | State level |
| Attended Seminars/ Workshops | 06 | 16 | 24 |
| Presented papers | 06 | 14 | 04 |
| Resource Persons | 00 | 05 | 03` |

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. Field work for assignment

2. Home Assignment.

3. Use of ICT in teaching learning process.

2.7 Total No. of actual teaching days

 202\*

 during this academic year

**\* Total working days 252**

2.8 Examination/ Evaluation Reforms initiated by

Yes

 the Institution (for example: Open Book Examination, Bar Coding,

 Double Valuation, Photocopy, Online Multiple Choice Questions)

|  |
| --- |
| * Internal assessment through project, class test, performance in the class including attendance etc. introduced by the University as per CBCS system.
 |

0

0

6

2.9 No. of faculty members involved in curriculum

 restructuring/revision/syllabus development

 as member of **Board of Study/**Faculty /Curriculum Development workshop

78.02%

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage : ( Result For the Year 2017- 2018)

|  |  |  |  |
| --- | --- | --- | --- |
| Title of the programme | Total no. of students appeared | Class/Division | Remarks |
| Distinction % | I% (No) | II% (No) | P%(No) | Pass% (No) |  |
| B.A.Pt.III(Hons) Bengali English Economics Geography History Political Sc. Philosophy Sanskrit Sociology | 222453600125419103016 | 0000000000 | 5.41 (12)6.67 (3)2.78 (1)0 (0)16.67 (2)1 .85(1)0 (0)0 (0)13.33 (4)6.25 (1) | 55.41(123)86.67 (39) 27.78 (10) 0 (0)58.33 (7)50.00 (27) 47.37 (9)100(10)53.33 (16)31.25(5) | 10.81(24)0 (0)44.4 (16)0 (0)0 (0)0 (0)42.10 (8)0 (0) 0 (0)0 (0) | 71.62(159)93.33 (42)75.00 (27) 0 (0)75.00 (09)51.85 (28)89.47 (17)100 (10)66.66 (20)37.5 (06) |
| B.A.Pt.III(Gen.) | 780 | 0 | 8( 1.02) | 352 (45.13) | 338 (43.33) | 89.48 (698) |
| B.Sc.Pt.III(Hons) Chemistry Physics Mathematics Zoology Botany | 842320160619 | 000000 | 39.29 (33)56.52 (13)60.0 (12)0 (0)0 (0)42.11(8) | 50.0 (42)43.48(10)35.0(7)75.0 (12)60.00 (4)47.36 (9) | 0 (0)0 (0)0 (0)0 (0)0 (0)0 (0) | 89.29 (75)100 (23)95.00 (19)75.0 (12)60.00 (4)89.47(17) |
|  B.C.A. | 14 | 0 | 50.0 (7) | 50.00 (7) | 0 (0) | 100 (14) |
| B.Sc.Pt.III(Gen.) | 96 | 0 | 2.08 (2) | 72.92(70) | 0 | 75.0 (72) |
| B.Com.Pt.III(Hons) | 17 | 0 | 5.88 (1) | 64.70(11) | 0 | 70.58(12) |
| B.Com.Pt.III(Gen.) | 00 | 0 | 0 | 00 | 0 | 00 |

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

|  |
| --- |
| * The institution has an Internal Quality Assurance Cell in place. This cell is trying its best for the advancement in field of teaching and learning.
* IQAC requested all the Departments & T.C to organize Seminars & Conferences & Symposia.
* IQAC propose for providing internet accessibility to the Departments.
* IQAC keeps record of co curricular and extension activities of many Departments.
* The institute has ongoing process of taking feedback.
 |

2.13 Initiatives undertaken towards faculty development

|  |  |
| --- | --- |
| *Faculty / Staff Development Programmes* | *Number of facultybenefitted* |
| Refresher courses | 4 |
| UGC – Faculty Improvement Programme | 0 |
| HRD programmes | 0 |
| Orientation programmes | 1 |
| Faculty exchange programme | 0 |
| Staff training conducted by the university | 0 |
| Staff training conducted by other institutions | 0 |
| Summer / Winter schools, Workshops, etc. | 3 |
| Others | 0 |

2.14 Details of Administrative and Technical staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Category | Number of PermanentEmployees | Number of VacantPositions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
| Administrative Staff | 13 | 13\* | NIL | 7 |
| Technical Staff |  |  |  |  |

**Criterion – III**

**3. Research, Consultancy and Extension**

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

* The IQAC has formed an internal Research Committee as per UGC requirements to promote research work.
* IQAC motivated faculty members for submission of proposals for Major & Minor Research projects.
* IQAC forwards the application of the faculty members with regards to all kind of Research activities (like presenting paper, attending seminar etc).

3.2Details regarding major projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | 0 | 0 | 0 | 0 |
| Outlay in Rs. Lakhs | 0 | 0 | 0 | 0 |

3.3 Details regarding minor projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | 0 | 1 | 0 | 0 |
| Outlay in Rs. Lakhs | 0 | 2.10 lakh | 0 | 0 |

3.4 Details on research publications

|  |  |  |  |
| --- | --- | --- | --- |
|  | International | National | Others |
| Peer Review Journals | 7 | 2 | 0 |
| Non-Peer Review Journals | 0 | 1 | 0 |
| e-Journals | 0 | 0 | 0 |
| Conference proceedings | 0 | 2 | 0 |

3.5 Details on Impact factor of publications:

 Range Average h-index Nos. in SCOPUS

2-3

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of the Project | DurationYear | Name of thefunding Agency | Total grantsanctioned | Received |
| Major projects | 2017-18 |  | 0 | 0 |
| Minor Projects | 2017-18 |  | 0 | 0 |
| Interdisciplinary Projects | 2017-18 |  | 0 | 0 |
| Industry sponsored | 2017-18 |  | 0 | 0 |
| Projects sponsored by the University/ College | 2017-18 |  | 0 | 0 |
| Students research projects*(other than compulsory by the University)* | 2017-18 |  | 0 | 0 |
| Any other(Specify) | 2017-18 |  | 0 | 0 |
| Total | 2017-18 |  | 0 | 0 |

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

1

2

0

 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

NA

NA

 UGC-SAP CAS DST-FIST

NA

NA

NA

 DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

No

No

No

 INSPIRE CE Any Other (specify)

No

No

No

3.10 Revenue generated through consultancy

Rs 15000/-

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  Level | International | National | State | University | College |
| Number |  0 | 1 |  1 | 0 | 2 |
| Sponsoring agencies |   |  College |  College |  |  College |

 3.11 No. of conferences

 organized by the Institution

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

2

0

0

0

3.13 No. of collaborations International National Any other

0

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

0

NA

 Total

00

|  |  |  |
| --- | --- | --- |
| Type of Patent |  |  Number |
| National | Applied | None |
| Granted | None |
| International  | Applied | None |
| Granted | None |
| Commercialised | Applied | None |
| Granted | None |

 3.16 No. of patents received this year

3.17 No. of research awards/ recognitions received by faculty and research fellows

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Total | International | National | State | University | Dist | College |
| 0 | 0 | 0 | 0 | 0 | 0 | 0 |

 Of the institute in the year

3.18 No. of faculty from the Institution

1

 who are Ph. D. Guides

 and students registered under them

1

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:

240

0

25

 University level State level

 National level International level

0

0

 College level

215

3.22 No. of students participated in NCC events: **There is no NCC unit**

 University level State level

 National level International level

3.23 No. of Awards won in NSS:

0

 University level State level

0

 National level International level

0

0

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

* Plantation programme.
* Awareness programme on Konyashree Prokalpa
* Observation of Republic Day on 26th January 2018.
* Blood Donation Camp twice in the year
* NSS organize Special Camp on “Environment Including preservation of Natural Resources And Conservation of Cultural Historical Heritage” on 03/03/18 to 09/03/2018

**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 | 27.88 acr | -- | -- | 27.88 acr |
| Class rooms | 37\* | 03 | RUSA | 40 |
| Laboratories | 10# | 1 | -- | 11 |
| Seminar Halls | 1 | -- | -- | 1 |
| No. of important equipments purchased (≥ 1 lakh) during the current year. | 0 | \_\_\_ | \_\_\_ | \_\_\_ |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 7 | 271053/- | RUSA, & OWN Fund |  |
| Others i) Land & building ii) Library Books and Journals |  | 3760830/-20320/- | RUSA & OWN Fund |  |

 \* including one smart classroom

 # including one computer lab. for Mathematics.

4.2 Computerization of administration and library

Computerization of administration and library is going on

4.3 Library services:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Existing | Newly added | Total |
| No. | Value | No. | Value | No. | Value |
| Text Books**Books& Journals purchased under RUSA Grant** | 39087 | 2440331/- ( without depreciation) | 693 |  | 39780 |  |
| Reference Books | 225 | NA | 1398 | NA | 1623 | NA |
| e-Books | NIL | NIL | NIL | NIL | NIL | NIL |
| Journals | 23 | NA | 0 | 0 | 23 | NA |
| e-Journals | NIL | NIL | i) NLIST of UGC - INFLIBNET | 5900 | i) NLIST of UGC – INFLIBNET | 5900 |
| Digital Database | NIL | NIL | i) NDL | Free | i) NDL | Free |
| CD & Video | NIL | NIL | NIL | NIL | NIL | NIL |
| Others (specify)News paper | NIL | NIL | i) Anandabazar Patrika (Bengali)ii) The Telegraph (English)iii) Karmakhetra (Beng – For Job information) | As per applicable Rate | i) Anandabazar Patrika (Bengali)ii) The Telegraph (English)iii) Karmakhetra (Beng – For Job information) | As per applicable Rate |

Other Library Services:

1. Well equipped Reading Room
2. Reprographic Service.
3. Retro Questionnaire Service
4. Book Exhibition was organized.

4.4 Technology up gradation (overall)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
| Existing | 87 | NIL | 4 points | NIL | NIL | 14 | 59 | 14 |
| Added | 0 | 1 | 0 | NIL | NIL | 0 | 0 | 0 |
| Total | 87 | 1 | 4 points | NIL | NIL | 14 | 59 | 14 |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

 upgradation (Networking, e-Governance etc.)

 NO

4.6 Amount spent on maintenance in lakhs :

 i) ICT

69000/-

217500/-

 ii) Campus Infrastructure and facilities

84093/-

 iii) Equipments

147913/-

 iv) Others

518506/-

 **Total :**

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC has made the following efforts to enhance the said awareness :

1. To serve notice upon them about various information for obtaining scholarship from Govt., Companies and Ramakrishna Moth, Belur.
2. Efforts are also being made to keep them informed about different scholarships programme like Kanyashree Prakalpa, Vivekananda merit cum means scholarship, Minority Scholarship, Inspire fellowship from DST. etc.

5.2 Efforts made by the institution for tracking the progression

1. College took direct initiative to help the students to fill up the said form for scholarship and other Govt. Help.
2. Time to time communication & contacts with B.D.O. Office Govt. Offices were made.

|  |  |  |  |
| --- | --- | --- | --- |
| UG | PG | Ph. D. | Others |
| 5604 | NA | NA | NA |

5.3 (a) Total Number of students

 (b) No. of students outside the state

0

 (c) No. of international students

0

|  |  |
| --- | --- |
| No | % |
| 3740 | 66.85 |

|  |  |
| --- | --- |
| No | % |
| 1855 | 33.15 |

 Men Women

|  |  |
| --- | --- |
| Last Year | This Year |
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 2825 | 992 | 360 | 1419 | 8 | 5604 | 2053 | 1513 | 615 | 1423 | 0 | 5604 |

Demand ratio : 3.85 Dropout % : 18 (Aprox)

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

 Not Available

 No. of students beneficiaries

0

5.5 No. of students qualified in these examinations

N.A

N.A

N.A

N.A.

 NET SET/SLET GATE CAT

 IAS/IPS etc State PSC UPSC Others

N.A

N.A

N.A

N.A

5.6 Details of student counselling and career guidance

4(four) student counselling and career guidance seminar cum workshop are organised by the Career Counselling Cell of the College with the following organizations

1. Institute of Company Secretaries of India on 11/09/2017
2. Jetking, Rajarhat Learning Centre on 14/09/2017
3. RICE, Asansol on 15/09/2017
4. Supreme Knowledge foundation group of Institute on 14/12/2017

165

 No. of students benefited

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 |
| 1 | 35 | 0 |  No data available |

5.8 Details of gender sensitization programmes

1. The college has a women cell and anti sexual harassment cell which address the problems related to the gender issues.
2. Faculty are always sensitive to the issues of gender discrimination both in and outside the classrooms.

5.9 Students Activities

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

0

0

79

 State/ University level National level International level

 No. of students participated in cultural events

0

0

12

 State/ University level National level International level

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

51

0

0

 Sports : State/ University level National level International level

0

0

0

 Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

|  |  |  |
| --- | --- | --- |
|  | Number ofstudents | Amount |
| Financial support from institution  | 82 (Full Free)256 Half Free) |  |
| Financial support from government | 352 (Kanyashree)136 (Minority) | As per Govt norms. |
| Financial support from other sources |  |  |
| Number of students who received International/ National recognitions |  |  |

5.11 Student organised / initiatives

0

0

0

Fairs : State/ University level National level International level

0

0

0

Exhibition: State/ University level National level International level

4\*

5.12 No. of social initiatives undertaken by the students

 \* Two village adopted by NSS.

5.13 Major grievances of students (if any) redressed: No Major grievances were received from the

 students.

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision: The College is committed to imparting holistic and quality education to the students coming from every stratum of the society so that they can gather knowledge and become a responsible global citizen of tomorrow.

The College Motto is: ‘sa vidya ya vimuktaye’ means’ knowledge is one that liberates’

Mission

To be a centre of learning, and to impart quality education in the arts, science and commerce specially for the students coming from the backward section of the society who were the first generation learner. Beside the above objective, the college has made its best possible endeavours under the existing infrastructure to develop the base of the students so that this can manifest themselves to their fullest potentiality not only in their academic & professional life such as in the lines of literature, science, journalism etc. but also in their social life with high ethical values.

6.2 Does the Institution has a management Information System

1. The institution uses software dedicated for admission purposes.
2. Total management system operated by the computerized software.

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

6.3.1 Curriculum Development

As the College follows the curriculum of Sidho Kanho Birsha University so there is no scope for curriculum development. But 06 faculty members participate in University curriculum development as member of board of studies.

6.3.2 Teaching and Learning

Although the syllabi are formed by the affiliating university not by the college, each department adopts some innovative process

1. Teaching-learning is made more students centric by using of smart classroom, group discussion, tutorials, class tests etc.
2. Faculty members are encouraged to pursuing Ph.D. programmes. Two faculty member get Their Ph.D award during the Year.
3. Teachers are encouraged to participate in RC, OC and various staff training programmes.
4. Library is equipped with 39780 (thirty nine thousand eighty seven ) text book to help both the teachers and students.
5. NLIST of UGC – INFLIBNET subscribed for faculty members.
6. Some departments (Zoology, Botany & Geography) organize excursions, field studies, project works etc.
7. Efforts are made to cover the prescribed syllabus within the stipulated time.

6.3.3 Examination and Evaluation

1. For final examination the College follows the schedule of the affiliating university.
2. The academic calendar mentioning months in which the examinations to be held is prepared.
3. All departments conduct periodical tests, class tests as per CBCS system.
4. The Test examinations are centrally held for all the students of the college.(for 1+1+1 system)

6.3.4 Research and Development

1. The college has a Research Committee which is formed as per UGC guidelines.
2. The college encourages the teachers to apply for minor/ major research projects. At present 1 ( under Economics) minor project is going on.
3. 13 research papers are published: 5 in international and 2 in national level peer reviewed journals, 1 in non peer reviewed journals, 2 conference proceedings and 1chapters in edited books and 2 books published.
4. Space and necessary infrastructure are provided for research work.
5. Encourage the faculty members to attend international/ national/ state level seminars/ workshop / conference.
6. Students are also encouraged to attend and participate seminars/ science fares/ quiz contest.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. The library has an Advisory Committee in the form of a library sub committee which holds meetings at regular intervals for supervising, advising, assessing needs and taking measures for over all development of the library.
2. The library has 39780 text book and 1623 reference books.
3. NLIST of UGC INFLIBNET subscribed for the faculty members.
4. NDL access by the faculty members.
5. Computerization of the library is going on.

6.3.6 Human Resource Management

1. Human resources are managed in a free and democratic manner.
2. To manage the student’s affair the college has a students’ union whose elections are held as per rules.
3. The teachers’ council and non teaching staff association look after the matters of teaching and non-teaching staff respectively.
4. Over all The Governing Body look afters the entire matters.
5. The Principal makes proper co-relation among all the stake holders.

6.3.7 Faculty and Staff recruitment

1. Faculties are recruited as per the Govt. rules through the West Bengal College Service Commission.
2. Vacancies are prepared by maintaining 100 point roster and forwarded to the concerned authorities for recruitment.
3. Governing Body recruit Guest Faculty as well as contractual staff to meet the requirement of the college time to time.

6.3.8 Industry Interaction / Collaboration

There is no such collaboration with industry till now but the institution is very eager to make such collaboration if any opportunity comes in near future.

6.3.9 Admission of Students

1. Online admission process is followed by the college as laid down in the Govt. orders.
2. Admissions are provided on the merit basis.
3. The College follows the reservation norms.

|  |  |
| --- | --- |
| Teaching |  P.F., GI, Employees Cooperative Credit Society |
| Non teaching |  P.F., GI, Employees Cooperative Credit Society |
| Students | Full Free/ half free studentshipGovt. scholarship  |

6.4 Welfare schemes for

120 lac. ( One Crore twenty lakh ) only, of which 50 lac (fifty lac ) only generated for this year.

6.5 Total corpus fund generated

√

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 | No | NA |
| Administrative | No | NA | Yes | College Authorities |

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

√

 For UG Programmes Yes No

 For PG Programmes Yes No

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

 Not Applicable.

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

 Not Applicable.

6.11 Activities and support from the Alumni Association

 Alumni Association of the college exists & effort are being made for greater participation & involvement of the Association in the overall developmental works of the college with a view to achieving the target of quality academic environment. Department wise Re-unions are also being encouraged. Further, present students also get stimulated after having their association with Alumnus and viewing their job status & social position in the society. Department of English has been successfully organised reunion of the alumnus on 19/11/2017. In the conference the alumnus decide to initiate their contribution in the department by taking special classes for the benefits of the students.

6.12 Activities and support from the Parent – Teacher Association

 The College do not have any Parent- Teacher Association. But parents are invited time to time to inform them about the status of their pupils and also to take suggestions from them for the betterment of the academic atmosphere in the institution.

6.13 Development programmes for support staff

 Special Institutional training is provided to the support staff in the college premises in association with ICA.

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

1. Trees are planted within the campus.
2. Use of dustbins are promoted to make the campus clean.
3. Initiatives are taken to make the Institution poly thin free zone. But not yet achieve the terget.
4. Initiatives are taken for maintain ecological balance.

**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.

1. Career Cleaning Cell of the college organised 4 conference cum workshop to motivate the students for their future placement after study.
2. Introduction of Nursing Training for the girls as a part of skill development programme.

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

 beginning of the year

1. Completion of a portion of Auditorium.
2. College cleaning and ensuring a complete educational environment in the college.
3. 3 new class rooms are completed.
4. Completion of library building.

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

1. Teaching Learning with the use of advance ICT for the advancement of quality of teaching learning process.
2. Clean and Green environment.

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

7.4 Contribution to environmental awareness / protection

1. To generate environmental awareness among the students, the affiliating university has introduced a 100 marks paper on environmental science in under graduate stream in line with the UGC recommendation
2. Plantation programme observed by the college through plantation of various species of sapling in the college campus.
3. Different programmes related to protection of environment and ecological balance organised by the NSS Units of the College in surrounding villages.

√

7.5 Whether environmental audit was conducted? Yes No

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

**S:** 1) Good number of students at B.A. and B.Sc. with large campus area.

W: 1) Lack of curricular autonomy. Poor administrative staff to student/Faculty ratio acts as a hindrance to the smooth running of the administrative affairs of the college.

O: 1) Career Counselling Cell bring information to the students about job market and orient them accordingly.

T: 1) Low Teacher-Student Ratio.

 2)And lack of conventional job opportunities.

 3) High drop out rate

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

* To complete the implementation of all initiatives taken.
* Routine jobs of IQAC like submission of AQAR 2018- 19.
* Maintain academic performance records by the departments.
* Building extension.
* Purchase of laboratory equipments under RUSA grants.
* Rain water harvesting.
* College campus to be made plastic free zone.
* To install a vending machine for sanitary napkins.
* Construction of boundary wall to make green campus.
* Filling up of teaching and non teaching post as early as possible.

*Name. DR.SRINIBAS NANDI Name \_\_DR. PHALGUNI MUKHOPADHYAY*

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

*\_\_\_\_\_\_\_\*\*\*\_\_\_\_\_\_\_*

**Annexure I**

**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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