☎ 03473 233-318
Fax No :- 03473 232-273

HARINGHATA MAHAVIDYALAYA

(*Affiliated to Kalyani University*)

P.O.-SUBARNAPUR, Dist. – NADIA, West Bengal, PIN- 741249

Email: haringhatamahavidyalaya@rediffmail.com

Ref. No: -5673/15/HM/AQAR-2012-2013   *Date:* - 31-12-15

The Annual Quality Assurance Report (AQAR) of the IQAC
For the Academic Session 2012-13

Part – A

1. Details of the Institution

1.1 Name of the Institution	Haringhata Mahavidyalaya
1.2 Address Line 1	P.O. Subarnapur
Address Line 2	Dist. Nadia
City/Town	Haringhata
State	West Bengal
Pin Code	741249
Institution e-mail address	haringhatamahavidyalaya@rediffmail.com
Contact Nos.	03473-233 318
Name of the Head of the Institution:	Dr. Pratap Chandra Mandal

Tel. No. with STD Code: 03473-233 318

Mobile: 91-9091818201

Name of the IQAC Co-ordinator: Uddalak Roy

Mobile: 91-9433273119

IQAC e-mail address: Iqachmv2014@gmail.com

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

1.4 **NAAC Executive Committee No. & Date:**   EC/ 40/ 36, Dated 17.10.2006
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

1.5 Website address: www.haringhatamahavidyalaya.org

Web-link of the AQAR: http://www.haringhatamahavidyalaya.org

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	70.10 on a scale of 100	2006	17.10.2006 to 16.10.2011
2	2nd Cycle	NA	NA	NA	NA
3	3rd Cycle	NA	NA	NA	NA
4	4th Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   28.10.2014

1.8 AQAR for the year *(for example 2010-11)*   2012-13

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

    i.   AQAR for 2009-10 submitted on 31/12/2015_____ (DD/MM/YYYY)
    ii.   AQAR for 2010-11 submitted on 31/12/2015_____ (DD/MM/YYYY)
    iii.   AQAR for 2011-12 submitted on 31/12/2015_____ (DD/MM/YYYY)
    iv.   AQAR_____NA___ _____ (DD/MM/YYYY)

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) | Study Centre of Open and Distance Learning under University of Kalyani |

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

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

Autonomy by State/Central Govt. / University | NO |

University with Potential for Excellence | NA | UGC-CPE | NA |

DST Star Scheme | NA | UGC-CE | NA |

UGC-Special Assistance Programme | NA | DST-FIST | NA |

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

UGC-COP Programmes | NA |

2. IQAC Composition and Activities

2.1 No. of Teachers

| 06 |

2.2 No. of Administrative/Technical staff

| 09 |

2.3 No. of students

| Nil |

2.4 No. of Management representatives

| 01 |

2.5 No. of Alumni

| Nil |

2. 6 No. of any other stakeholder and

   community representatives

| 02 |

2.7 No. of Employers/ Industrialists

| Nil |

2.8 No. of other External Experts

| Nil |

2.9 Total No. of members

| 18 |

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. | Nil | Faculty | Nil |

Non-Teaching Staff Students | Nil | Alumni | Nil | Others | Nil |

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

   If yes, mention the amount | ₹ 3,00,000.00 |

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 | ----------------------------- |

2.14 Significant Activities and contributions made by IQAC

> Since IQAC was not in existence, Plan of Action was mainly decided by the Governing Body of the College.

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
Admission	Based on Merit of Higher Secondary (+2 Level) examination. Seats in different courses were enhanced.
Classes	Classes were conducted as per the Teaching Plan and University Guidelines. Few Tutorial Classes were also conducted as per the need and requirements of the students. Remedial classes were conducted.
Seminar	Bengali Department organised a UGC sponsored National Seminar.
Examination	Test examinations were conducted.
NSS Programme	A number of programmes were conducted as a measure of extra-curricular and outreach activities.
Sports and Cultural Activities	Annual sports, cultural programme, freshers' welcome also took place.
Note: Since IQAC was not in existence, Plan of Action was mainly initiated under the guidance and supervision of the head of the institution supported by teaching, non-teaching staffs and students.	

* Attach the Academic Calendar of the year as Annexure.(Academic Calendar: Annexure-I)

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 was placed before the Governing Body of the college and its approval was received in the GB Meeting dated 21.12.2015.

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	--	--	--	--
PG	--	--	--	--
UG	08	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others (ODL)	04	--	--	--
Total	12	--	--	--

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	√

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.

> For the college being affiliated to University of Kalyani, there is no scope to revise the syllabus independently.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors/ **Principal**	Others
28	1	4	-	23[*]

* Govt. appointed Permanent Part Time Teacher (PTT)

2.2 No. of permanent faculty with Ph.D.

4

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
-	10	-	-	NA	NA	-	1#	-	11

The permanent post of Principal falls vacant on and from 1st April, 2013 due to retirement.

2.4 No. of Guest and Visiting faculty and Temporary faculty

05		-		-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	-	36	3
Presented papers	-	9	-
Resource Persons	-	-	-

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

1. At the time of admission proper counselling and orientation of students were conducted for the betterment of the teacher-student relationship and making them aware about the structure and examination patterns of the syllabi of the affiliating university.
2. Classes were held according to teaching plan.
3. Use of computer laboratory facility to the students of department of commerce.

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

| 155 Days |

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

Test Examinations were held as usual.

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

| - | - | - |

2.10 Average percentage of attendance of students

| 75% |

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. (Honours)	222	-	10.81	79.73	-	90.54
B.Sc. (Honours)	10	-	-	100.00	-	100.00
B.Com. (Honours)	6	-	-	50.00	-	50.00
B.A. (General)	158	-	-	22.78	74.68	97.46
B.Sc. (General)	-	-	-	-	-	-
B.Com. (General)	-	-	-	-	-	-

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

Progress of academic and extra-curricular activities was coordinated by the head of the institution with the help of respective departmental heads and other sub-committees formed in this respect.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
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	-

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	15	1	Nil	7
Technical Staff	3	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

- Teaching faculties were encouraged by the management to undergo different workshops and seminars.
- One teacher was involved in conducting minor research project funded by UGC.
- Some of the faculties were motivated to pursue different university level research activities and courses like M. Phil and Ph.D.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	1	-
Outlay in Rs. Lakhs	-	-	₹ 0.61500	-

3.4   Details on research publications

	International	National	Others **(State)**
Peer Review Journals	-	1	-
Non-Peer Review Journals	-	4	-
e-Journals	-	-	-
Conference proceedings	-	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 organisation

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No. [2]

3.8 No. of University Departments receiving funds from

UGC-SAP [NA]   CAS [NA]   DST-FIST [NA]

DPE [NA]   DBT Scheme/funds [NA]

3.9 For colleges　　　Autonomy [NA]　　CPE [NA]　　DBT Star Scheme [NA]

INSPIRE [NA]　　CE [NA]　　Any Other (specify) [NA]

3.10 Revenue generated through consultancy [NA]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	-	-	-
Sponsoring agencies	-	UGC	-	-	-

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 [NA]　　From Management of University/College [NA]

Total [NA]

3.16 No. of patents received this year

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

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

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

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

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)

JRF | NA | SRF | NA | Project Fellows | NA | Any other | NA |

3.21 No. of students Participated in NSS events:

University level | 400 | State level | - |

National level | 1# | International level | - |

One candidate selected for undergoing Pre Republic Day (PRD) Camp at Guwahati, Assam

3.22 No. of students participated in NCC events:

University level | NA | State level | NA |

National level | NA | International level | NA |

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 | NA | State level | NA |

National level | NA | International level | NA |

3.25 No. of Extension activities organized

University forum | - | College forum | 1 |

NCC | | NSS | 16 | Any other | |

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

- The NSS college units organised some programmes (like Environment Day, Banomohatsav Week, National Integration Day, Children's Day, World AIDS Day, National Youth Day, Traffic and Discipline during festival session and local annual fair etc.) as extension activities in local community and adopted villages, besides observing Independence Day, Teachers Day, NSS Day, Gandhi Jayanti, Republic Day etc in the college campus.
- A residential Special NSS Camp was also organised during the year. The participants kept a close touch with the members of local community and adopted villages and made them aware about different burning social issues like increasing rate of Indian population, AIDS/ HIV, protection and prevention of human trafficking, arsenic problems in the near about areas, drinking and gambling, importance of cleanliness and rural hygiene etc.
- A special programme on AIDS/ HIV was also organised in association with the Red Ribbon Club belonging to college NSS units.
- The college conducted coaching for minority students for selection as police constable and group D employees in association with West Bengal Minorities Development and Finance Corporation, Govt. of West Bengal.

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 (Acres)	2.45	--	--	2.45
Class rooms	30	01	College Fund	31
Laboratories	02	--	--	02
Seminar Halls	--	--	--	--
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	--	01	College Fund	01
Value of the equipment purchased during the year (Rs. in Lakhs)	17.46	21.98	College Fund	39.44
Others	--	--	--	--

4.2 Computerization of administration and library

Administration and library works were fully computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (₹)	No.	Value (₹)	No.	Value (₹)
Text Books	6,567	6,98,657	66	21,653	6,633	7,20,310
Reference Books	4,354	5,26,704	44	12,693	4,398	5,39,397
e-Books	-	-	-	-	-	-
Journals	1,416	25,383	269	7,588	1,685	32,971
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	46	27	--	--	--	08	09	02
Added	14	--	--			07	01	06
Total	60	27				15	10	08

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

No training programme for technology upgradation was organized.

4.6 Amount spent on maintenance in lakhs :

i)   ICT | 0.14 |

 ii) Campus Infrastructure and facilities | 1.60 |

iii) Equipments | 1.06 |

 iv) Others | 0.62 |

Total : | 3.42 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Students were encouraged to apply for various scholarships and financial assistances available to them by the management and the teachers.
- Tutorial classes for the students were arranged.
- Students were also encouraged to take part in different extra-curricular and outreach activities.
- UGC Remedial classes were conducted.

5.2 Efforts made by the institution for tracking the progression

- There was no institutional procedure for tracking the progression, but the teachers in their own effort kept records of the students' progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2,740	N.A	N.A	N.A

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men	No	%
	1476	53.87

Women	No	%
	1264	46.13

Last Year (**2011-2012**)						This Year (**2012-2013**)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1614	680	66	93	-	2453	1622	813	112	190	3	2740

Demand ratio: 1: 2.24   Dropout %: 22.20%

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

- The college conducted coaching for minority students for selection as police constable and group D employees in association with West Bengal Minorities Development and Finance Corporation, Govt. of West Bengal.

No. of students beneficiaries   50

5.5 No. of students qualified in these examinations

NET   -   SET/SLET   -   GATE   -   CAT   -

IAS/IPS etc   -   State PSC   -   UPSC   -   Others   4 #

1 student got appointment in Police Dept. of Govt. of West Bengal; 1 student joined as High School teacher through WBSSC; 1 in Eastern Railway and 1 in Border Security Force.

5.6 Details of student counselling and career guidance

No

No. of students benefitted   ----

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
NA	NA	NA	NA

5.8 Details of gender sensitization programmes

- The teachers tried to keep aware of gender issues to the students.
- Reservation for girls as elected class representatives in the students' union election was mandatory.

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		44,710.00

Financial support from government
    W.B. Minority Development Fund
    S.C, S.T. & O.B.C.
	230
	786
		3,45,300.00
		Transfer to student account directly

Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11   Student organised / initiatives

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

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

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

5.13 Major grievances of students (if any) redressed: _____ NA_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- Since the college is situated in remote, rural and backward area, the primary aim the of the college is to promote higher education among the people belonging to socially backward groups like people involved in agricultural occupation, daily labourers. Large number these groups represent scheduled caste and tribes. The college aims at uplifting the socio-economic standard through education.

6.2 Does the Institution has a management Information System

> The college has management information system.

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

6.3.1 Curriculum Development

> As it is an affiliated college under the University of Kalyani, there was no scope to independently frame or develop curriculum or syllabi

6.3.2 Teaching and Learning

> - Conventional methods of teaching like chalk and talk method were generally followed. However, a few departments arranged ICT in a limited way.
> - Excursion for the students of geography was also arranged.
> - Regular monitoring was done.

6.3.3 Examination and Evaluation

> - Test examinations were conducted as usual.

6.3.4 Research and Development

> - Minor research project was undertaken by the teacher.
> - As the college conducts only undergraduate courses, there is no scope of research and development for the students. However many teachers were directly engaged in research programmes like M.Phil and Ph.D courses and research through publication of articles in journals.

6.3.5   Library, ICT and physical infrastructure / instrumentation

- Library was computerised.
- New titles have been added to the library.
- Already introduced audio system for the large classes was maintained.
- Massive computerisation was done in order to upgrade technology in the college for the improvement of Commerce, geography Labs, Library and other departments. Special initiative was taken to provide laptops to each departmental heads so that they can carry out regular activities with utmost efficiency.
- Photocopier machine was purchased.
- Water filters were installed for supplying purified water to students and staffs.
- Transformer was installed for distribution of electrical load properly throughout the college campus.
- Installation of pollution free 45 KV generator was made in order to handle the situation like power failure.
- Construction of metallic road around the playground of the college.
- Green Ceramic boards were installed in different class rooms.
- Close Circuit Cameras were installed in different places.
- An all round development was made in Geography Department in order to make it in tune with modern technologies.

6.3.6   Human Resource Management

- Strict vigilance in order to keep campus ragging free and making aware the students about the importance of ragging free environment.
- Informal ways of participatory culture throughout the college were given high priority.

6.3.7   Faculty and Staff recruitment

- Government sanctioned posts were filled up on the recommendation of the West Bengal College Service Commission. The college had no autonomy in this regard.
- The college on the recommendation of an interview board headed by the faculties of the concerned department of the affiliating university recruits part time teachers and guest lecturers.
- Regarding recruitment of sanctioned posts of non-teaching staffs the college followed the State Govt. framed rules.
- In cases of emergency, casual non-teaching staffs were appointed by the GB.

6.3.8   Industry Interaction / Collaboration

The college is situated in predominantly agrarian belt. So it was very difficult to find collaboration from industries.

6.3.9   Admission of Students

> Notification on the college website and notice board of the college and admission was strictly as per the merit.

6.4 Welfare schemes for

Teaching	Haringhata Mahavidyalaya Employees Cooperative Credit Society Ltd.
Non teaching	Haringhata Mahavidyalaya Employees Cooperative Credit Society Ltd., Festival advance
Students	Fees remission facility, two separate common rooms for boys and girls, W.B. Labour Welfare Scholarship, Minority Stipend, students health home

6.5 Total corpus fund generated   ₹15,67,387.36/-

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	-	No	-
Administrative	Yes (Finance)	Directorate of Public Instructions, Govt. of W.B	No	-

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

For UG Programmes   Yes ☐   No √

For PG Programmes   Yes NA   No NA

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

> No

6.12 Activities and support from the Parent – Teacher Association

> No

6.13 Development programmes for support staff

> No

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

> - Plantation and gardening.
> - Constant awareness creation regarding keeping the college campus clean and healthy.
> - Installation of pollution free generator.

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.

> - Restriction on the use of plastic in college campus.
> - Poster and graffiti free campus.

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

- The college remained committed to admission strictly based on Merit of Higher Secondary (+2 Level) examination.
- Test examinations were conducted in order to evaluate the regularity in progress of the students.
- Few Tutorial Classes were also conducted as per the need and requirements of the students.
- A number of programmes were conducted as a measure of extra-curricular and outreach activities.
- To address the need of the students and problem of teacher-student ratio, measures were undertaken in this regard.
- Annual sports, cultural programme, freshers' welcome also took place.
- Shifting of Commerce Department to the girls' hostel so that the building did not get damaged for long-time unused.
- Enhancement of seats in different courses of the college.
- Installation of pollution free 45 KV generator.
- Annual Maintenance Contract was entered with vendor for photocopier machines.
- UGC sponsored national seminar in the Department of Bengali was conducted.
- Separate bank account was opened for MP LAD grants for construction of the science laboratory.
- UGC remedial classes were taken.
- A separate bank account was opened for metallic road around the playground of the college out of MLA LAD grant.
- Photocopier was installed in exchange of old one.
- Ceramic green boards were installed in class rooms.

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

- The NSS college units organised AIDS Awareness programme among the students and local community.
- NSS Special Camp.

Annexure-II

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

7.4 Contribution to environmental awareness / protection

- Attempt to develop environment consciousness among the students.
- Pollution free 45 KV generator was installed.
- Effort was taken to continue the good practices of gardening.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

Strengths:
 - ➢ Technological development through installation of transformer, purchase of computers.
 - ➢ Modernisation of Geography Labs.
 - ➢ There was a good and harmonious relationship between teachers and students.
 - ➢ NSS wing of the college was very active.
 - ➢ Dedicated faculty and staff members.

Weakness:
 - ➢ Majority of the students were first generation learners which lead to problem of comprehension and communication at the initial stage.
 - ➢ Students coming from the under privileged sections of the society lacked required time and scope for study outside the college campus.
 - ➢ Principal retired on 31st March, 2013.
 - ➢ Some of the departments like Geography, English and Education had no full time permanent teachers.
 - ➢ Inadequate infrastructure came in the way of students' progress substantially.

Opportunities:
 - ➢ The vision of the college helped to engage socially relevant programmes like AIDS awareness, environmental awareness
 - ➢ The mission and vision of the college were in tune with the aspirations and requirements of the local people which made it possible to further develop the college.

Challenges:
 - ➢ Development of job oriented courses for the upliftment of the students.
 - ➢ Scope for introducing new subjects.

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

 - • Shifting of library and UGC Net resource Centre in unused girls' hostel.
 - • Proposal for introduction of Physical education, Sanskrit and Philosophy Departments from the academic session 2014-15.
 - • Recruitment of sufficient number of guest lecturers for supporting and smooth maintenance of the academic activities of the proposed new departments.

Name: _____UDDALAK ROY_____   *Name:* DR. PRATAP CHANDRA MANDAL

_____ _____   _____

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

****