



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		DR. B. R. AMBEDKAR COLLEGE
Name of the head of the Institution		Dr. Pijush Kanti Dev
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03471254207
Mobile no.		9732708384
Registered Email		ambedkarcollege@rediffmail.com
Alternate Email		pijush_74@yahoo.com
Address		P.O. Betai, Nadia-741163
City/Town		Betai, Nadia
State/UT		West Bengal
Pincode		741163
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Sulipta Tarafdar
Phone no/Alternate Phone no.	03471254207
Mobile no.	9903776658
Registered Email	ambedkarcollege@rediffmail.com
Alternate Email	j.nayek@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://dbrac.ac.in/Pdf/AQAR/AQAR_2014-15.pdf">https://dbrac.ac.in/Pdf/AQAR/AQAR_2014-15.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://dbrac.ac.in/Pdf/Academic_calendar/Academic_calender_2016-17.pdf">https://dbrac.ac.in/Pdf/Academic_calendar/Academic_calender_2016-17.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	1.76	2009	15-Jun-2009	14-Jun-2014
2	B	2.09	2017	23-Jan-2017	22-Jan-2022

<b>6. Date of Establishment of IQAC</b>	06-Sep-2012
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
NAAC Preparation Meeting	19-Jul-2016 1	9

NAAC Preparation Meeting	19-Sep-2016 1	9
NAAC Preparation Meeting	14-Nov-2016 1	8
NAAC Preparation Meeting	05-Dec-2016 1	9
Meeting	26-Jun-2017 1	8

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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2017 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

i. Empowerment of faculties ii. Providing ICT support for students iii. Online feedback collection iv. Library automation has been completed v. The IQAC plans to set up at least one smart classroom that will be adequately used by various departments on a regular basis. The IQAC actively encourages all instructors to use various ICTs in teaching and learning.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Generating environment consciousness	Tree plantation has been started
Innovations in teaching learning	Introduction of continuous internal assessment based on Multiple Choice Question. Teachers make regular use of power point presentations to make the learning process more interesting.
Software for Library	Library automation process almost completed
Up gradation of classrooms and seminar halls and the office rooms	Almost completed
Procurement of furniture for classrooms, library, office, computer centres	completed
Building Green and Clean campus	Completed
NAAC reaccreditations	The College was reaccredited for the 2nd Cycle
<a href="#">View Uploaded File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Body	11-Nov-2017

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2016

Date of Submission

30-Sep-2016

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

COSA software is used for staff salary

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Dr. B. R. Ambedkar College is affiliated with the University of Kalyani, it must adhere to the curriculum established by that university. • At the beginning of the year, the college creates an academic calendar that includes information about the start of classes, examinations, and the various academic activities planned by the college. The academic calendar is published on the website of the college. Through departmental meetings, the curriculum is distributed to the teachers. • Secretary of the Teachers' Council receives an estimate of the number of required courses per week from department heads. On the basis of the Master Routine (Time Table), the Teachers' Council then prepares all departmental routines. TIC approval is required for all departmental schedules. • Regular departmental meetings are also held to discuss the level of completion of the syllabus. Teachers record the subject taught in each class in order to monitor the progress of curriculum coverage. • During the internal meeting, the Academic subcommittee unanimously resolves to conduct induction meetings with the newly enrolled students in this curriculum, with the institutional head present. • The college's IQAC evaluates student performance and implements corrective measures for improvement. • The use of ICT-based teaching and learning methods is widespread.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

#### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Null	0

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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography Field Work	32
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## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

#### Feedback Obtained

By engaging with them on a regular basis, all parties involved in education—students, teachers, parents, alumni, etc.—provide feedback. At the conclusion of each session, students are provided a predefined online format (found on the website) for their input. Without identifying themselves, the pupils offered their opinion. The corresponding departmental teachers compile and analyse their responses both numerically and qualitatively. In the Teachers Council meeting and IQAC meeting, the summary of the feedback highlighting the departments strengths and weaknesses is further reviewed. Under the direction of the teacher in charge, issues pertaining to the administrative portion are discussed with the colleges non-teaching staffs. The library committee meeting is where issues pertaining to the library are discussed. In-depth discussion of the parents and alumni members responses takes place during the colleges Governing Body meeting.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Hons and Gen	3601	4002	2992
BCom	Hons and Gen	91	2	0
BSc	Hons and Gen	60	10	3

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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG	Number of fulltime teachers available in the institution teaching only PG	Number of teachers teaching both UG and PG courses
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			courses	courses	
2016	2995	0	11	0	11

## 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
32	21	65	3	1	4
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Dr. B. R. Ambedkar College employs student-centered strategies to improve their educational experiences. Among the efforts conducted are: • Students regularly participate in various co-curricular and outreach programmes. • The college offers a variety of arrangements that encourage students to take charge of their own knowledge and skill development. All departments primarily employ the lecture method. • The colleges NSS unit and IQAC organised webinars for students to educate them • Teachers are encouraged to evaluate students using a variety of methods, such as assignments, texts, departmental screening mechanisms, continuous evaluations, quiz competitions, and so on. • The college organises annual sports to assist students develop physical fitness. • The Department of Geography organises annual field trips as part of their course curriculum. Students completing an ENVIS project must also participate in a one-day field trip.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2995	34	1 : 88

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
14	12	2	5	2

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NIL
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	HONS and GEN	3rd Year	28/07/2017	24/10/2017

BCom	HONS and GEN	3rd Year	28/07/2017	24/10/2017
BSc	HONS and GEN	3rd Year	28/07/2017	24/10/2017
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#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• The following are evaluation methods: Oral question-and-answer forums. Exams are given in the classroom. Midterm exams. When students perform poorly on a test, they should be given a second opportunity to progress through retests or supplemental exams. Regularly, students opinions are gathered using a standard questionnaire that includes queries on evaluation strategies. In the periodic departmental meetings, their feedback is discussed and incorporated accordingly. In parent-teacher meetings, the students performance is updated (via the answer scripts of examinations shown to the parents). The parents of pupils with below-average performance are contacted in order to determine the causes of poor performance. Occasionally, unexpected examinations are administered and monitored by the respective faculty. • To maintain rigour and openness in the internal evaluation, teachers rigorously adhere to the university-prescribed question format. All internal examinations grading records are maintained centrally. Test schedules are promptly announced and posted on the colleges website.

#### 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar created by the college in accordance with the academic programme of the University of Kalyani is rigorously followed by the institution.

### 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

**No Data Entered/Not Applicable !!!**

#### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
GEN	BA	GEN	575	385	66.96
BNGA	BA	HONS	126	121	96.03
ENGA	BA	HONS	8	6	75.00
HISA	BA	HONS	67	57	85.07
PLSA	BA	HONS	5	4	80.00
PHIA	BA	HONS	8	7	87.50
EDCA	BA	HONS	38	37	97.37
GEOA	BA	HONS	36	32	88.89
SANA	BA	HONS	38	38	100.00
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### 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the



questionnaire) (results and details be provided as weblink)

**No Data Entered/Not Applicable !!!**

### **CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**

#### **3.1 – Resource Mobilization for Research**

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
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#### **3.2 – Innovation Ecosystem**

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	0	Nill	0
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill
No file uploaded.					

#### **3.3 – Research Publications and Awards**

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>No Data Entered/Not Applicable !!!</b>		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Library	1	Nill
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	0
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	0	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
No file uploaded.				

**3.4 – Extension Activities**

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
No file uploaded.				

**3.5 – Collaborations**

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
800000	6.94

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL 2.0	Partially	2.0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11785	Nill	0	0	11785	0
Reference Books	4687	Nill	0	0	4687	0
Library Automation	1	Nill	Nill	Nill	1	Nill

e- Journals	1	Nil	Nil	Nil	1	Nil
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	32	14	0	1	1	10	6	80	0
Added	0	0	0	0	0	0	0	0	0
Total	32	14	0	1	1	10	6	80	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

80 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2	2.6	3	3.8

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<ul style="list-style-type: none"> <li>• The college has a purchase committee responsible for the acquisition and management of a variety of infrastructure facilities.</li> <li>• Anti-virus software is installed on computers to ensure the databases cyber security.</li> <li>• Annually, the central library conducts a physical inventory and purges outmoded and antiquated books. Pest control is also performed annually.</li> <li>• The relevant instructor routinely inspects the sports and gymnasiums equipment.</li> <li>• The Group D staffs are responsible for maintaining the cleanliness and regular dusting of the desks and chairs.</li> <li>• Physical facilities: a) Class rooms and practical laboratories b) Electrification and water supply are regularly maintained c) The college has completed Women's Hostel d) It has planned to expand build new</li> </ul>
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class rooms and Gymnasium, Semi-smart Classrooms with ICT facilities.

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	CONCESSION	8	16500
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
No file uploaded.			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
NA	Nil	0	NIL
No file uploaded.			

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NIL	0	0	0	0
No file uploaded.					

#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	3

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
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#### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	20	Dr. B.R.Ambedkar College	ARTS	University	Post Graduate
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Civil Services	59
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Sports	College	157
Cultural Program	College	66
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

- Elections for the Students Union/Council have been postponed due to State Government action. As an ex-officio member of the colleges Governing Body, the General Secretary of the Students Council advocates for the students interests.
- IQAC, the Anti-Ragging Committee, the Students Grievance Redressal Cell, and the Internal Complaints Committee all have student representation. Students are represented on various extracurricular committees, including the Sports Committee, Cultural Committee, Magazine Committee, Saraswati Puja Committee etc.
- Thus, the Students Council serves as a liaison between the college administration and the general student body, facilitating the airing of student problems and complaints with a view to prompt resolution.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

36

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

i)By forming various committees, students academic interests are protected and their problems are resolved. In the Teachers council of the college, any plan pertaining to academic matters, completion of syllabi, Students seminars, internal assessments, extracurricular activities, etc. is formulated. College departmental teaching and non-teaching personnel implement the aforementioned plans and proposals. Our Grievance and Redressal Cell attends to the Problems and Grievances of the Students and, with appropriate notification to the college administration, takes remedial action. Anti-Ragging cell is also present to investigate any instances of ragging or eve-teasing on campus. Womens cell watches out for the interests of female students. ii)Students Book Bank In addition to a full-fledged library, there are several departmental libraries and a Students Book Bank, which decentralises book distribution and makes them accessible to students. The college administration has requested that the teachers of each department provide as much study material as feasible so that the students can make use of it.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The college offers honours courses in English, Bengali, History, Philosophy, Sanskrit, Political Science, Education, Economics, Geography, and Accountancy. In addition, general courses in the arts, sciences, and commerce are available. The affiliated University, the University of Kalyani, does not permit curriculum development. Therefore, the college lacks the ability to introduce flexibility into the university curriculum.
Teaching and Learning	The predominant instructional method is the traditional approach. The college has upgraded its teaching methods by incorporating projectors and computers, which are utilised liberally by the faculty whenever necessary. In addition, there is one smart classroom.
Examination and Evaluation	Students must take both midterm and annual exams. In addition, the

	departments administer class exams to evaluate the students progress. End-of-year exams are administered to ensure that students are qualified for University Examination.
Library, ICT and Physical Infrastructure / Instrumentation	The campus is wifi enabled. The library is fully automated. Library provided with SOUL2.0 software. The Central Library of the College is spacious, equipped and well lighted with well furnished reading room facilities. It has a stock of almost 17000 books. The Computer Centre has 10 desktops. Seminar room has 1 projector. Geography lab has 3 computers with one projector.
Admission of Students	All student admission decisions are made entirely on the basis of merit. To guarantee transparency, an online application process was developed. Online university processes were used for application submission and merit list dissemination.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Student Admission and Support	Admission of candidates is entirely conducted online.
Finance and Accounts	The colleges substantive teachers and non-teaching employees are compensated through HRMS. The guest lecturers salaries are directly deposited into their accounts, so there are no cash transactions
Administration	Governing Body is the institutions ultimate authority. Secretary of the Governing Body is the Teacher-in-Charge. The Governing Body is responsible for all policy-making and other major decisions regarding the development and promotion of the colleges staff and students. All activities of the college, including academic, administrative, Finance, cultural, athletic, library, admission, and examination, are governed by committees constituted by the Governing Body and Teachers Council, as appropriate.
Planning and Development	The colleges Governing Body is in charge of all strategic planning and development activities. Under the expert supervision of the teacher in charge, the colleges IQAC and Teachers Council also play an important role in



this regard. Through the intervention of respective Committees, various academic and administrative activities, such as admission, examination, library matters, etc., are carried out. Admission is granted exclusively through online mode. The institutions collect the fees through an online payment gateway. Similarly, the library uses SOUL2.0 software for the circulation and return of books.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	nil	nil	nil	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	NIL	Nill	Nill	Nill	Nill
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0	Nill	Nill	0
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
12	12	6	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident Fund, Emergency Loan.	Staff Welfare Fund, Festival Advance, Emergency Loan.	Free (Half/Full) Studentships, Government Scholarships, State

Government Minority Scholarships, Award, Prize, and SC/ST Stipends. Students Health Home facilities, Health Unit, and interruption of complimentary medications for the Students Staff.

#### 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution adheres to government regulations in this regard. Every two years, the Director of Public Instruction of the Government of West Bengal nominates one Auditor for external audit. The auditor extensively examines the colleges financial records. Before the auditor are displayed the cash book, which is regularly updated, the balance sheet, the income expenditure statement, the use of government grants, and grants from other sources.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0
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6.4.3 – Total corpus fund generated

0

#### 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	Yes	Governing Body
Administrative	Yes	State Government	Yes	Governing Body

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

After the Final Exam, the heads of the various departments coordinate a meeting with the parents in order to improve how their kids do on the upcoming University Examination. Feedback is taken from them as well their assessment is taken into account for teaching and evaluation purpose. Teachers offer additional classes to low-income students.

6.5.3 – Development programmes for support staff (at least three)

The relevant employees receive periodic training on financial software such as COSA and SOUL. The library personnel receives training pertaining to digitization. Training is provided for the e-tendering procedure.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

i)The colleges academic calendar is prepared. ii) A faculty exchange programme with two colleges has been initiated, and iii) a greater emphasis has been placed on ICT-based teaching and learning.

### 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Meeting	19/07/2016	19/07/2017	19/07/2017	9
2016	Meeting	19/09/2017	19/09/2017	19/09/2017	9
2016	Meeting	14/11/2016	14/11/2016	14/11/2016	8
2016	Meeting	05/12/2016	05/12/2016	05/12/2016	9
2017	Meeting	26/06/2017	26/06/2017	26/06/2017	8

[View File](#)

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
nil	Nil	Nil	0	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. Conservation of solar energy. 2. Installation of LED lights to reduce energy consumption. 3. Planting plants and promoting environmental awareness among students and staff.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Braille Software/facilities	Yes	2
Rest Rooms	Yes	2
Physical facilities	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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No Data Entered/Not Applicable !!!

No file uploaded.

### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	01/07/2016	The college prospectus includes the code of conduct for all college stakeholders.

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.Efforts to make the entire campus a smoke-free area. 2.Efforts to make the entire campus a plastic-free area. 3.Conservation of solar energy. 4. Installation of LED lights to reduce energy consumption. 5.Planting plants and promoting environmental awareness among students and staff.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**Best Practice 1:** The college implemented Online Admission, whereby students could directly apply for admission and a merit list was generated online based on academic performance and reservation policies.The admission merit list was distributed to students via the colleges website and SMS gateway. Students benefited greatly from not being required to come to the college for admission, as they were able to avoid meeting outside rent seekers who demanded money for admission.As a result, the institution was able to have a positive effect on the colleges operation, as the benefits of admission were transferred to the actual beneficiary.Transparency and fairness was thus ensured **Best Practice 2:** Introduction to Database Management for Students with bar code. Website enhancements for improved online admissions administration.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

## 7.3 – Institutional Distinctiveness

### 7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college places a strong emphasis on classroom instruction and student academic growth despite being located in one of Nadia districts most remote areas (on the border between India and Bangladesh). Most of the applicants to this college are marginal and first-generation students. However, they have a great desire to pursue further education, and our teachers just work to help them focus their enthusiasm for learning on a wider range of topics. More than 90 of the residents of the Nadia area and a portion of the Murshidabad District served by this college are from underprivileged minority communities and SC, ST, and OBC (Other Backward Class) communities. As a result, the college promises to support this objective in the next years as well.

Provide the weblink of the institution

## **8.Future Plans of Actions for Next Academic Year**

- Encouraging the students to attend classes regularly by providing them attendance scholarship and conveyance allowance.
- Empowering faculties with state of the art training in the use of ICT facility, soft skill and other necessary skills that helps them to make their students more empowered for the 21st century.
- Building improved classroom ambience, ICT enabled infrastructure for better learning experience, fostering technology use for tracking class.
- Publications, seminars workshops and students teachers exchange programmes.
- Parent teacher association for building neighbourhood relationship.
- Strengthening wifi speed and Server for the college.
- Purchase of computers for setting more terminals.