

# **Annual Quality Assurance Report (AQAR)**

**2019-20**

**Chandernagore College**

**Part – A****Data of the Institution***(data may be captured from IIQA)*

1. Name of the Institution: CHANDERNAGORE COLLEGE
- Name of the Head of the institution : DR. DEBASISH SARKAR
  - Designation: PRINCIPAL
  - Does the institution function from own campus: YES
  - Phone no./Alternate phone no.: 033-265290
  - Mobile no.: 9007433883
  - Registered e-mail: collegechandernagore5290@gmail.com
  - Alternate e-mail : sarkardebashish22@gmail.com
  - Address : STRAND ROAD
  - City/Town : CHANDANNAGORE
  - State/UT : WEST BENGAL
  - Pin Code : 712136
2. Institutional status:
- Affiliated / Constituent: CONSTITUENT
  - Type of Institution: Co-education/Men/Women: CO-EDUCATION
  - Location : Rural/Semi-urban/Urban: URBAN
  - Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing  
(Please specify): GRANT-IN-AID, UGC 2F AND 12 (B)
  - Name of the Affiliating University: BURDWAN UNIVERSITY
  - Name of the IQAC Co-ordinator : DR. GAUTAM GANGULY
  - Phone no. : 033-265290  
Alternate phone no.
  - Mobile: 8250304545
  - IQAC e-mail address: [iqaccgrc1931@gmail.com](mailto:iqaccgrc1931@gmail.com)
  - Alternate Email address: [gganguly.bot@gmail.com](mailto:gganguly.bot@gmail.com)

3. Website address: [www.chandernagorecollege.org](http://www.chandernagorecollege.org)

Web-link of the AQAR: (Previous Academic Year): [www.chandernagorecollege.org/AQAR2017-18.pdf](http://www.chandernagorecollege.org/AQAR2017-18.pdf)

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

## 4. Whether Academic Calendar prepared during the year? YES

Yes/No....., if yes, whether it is uploaded in the Institutional website: YES

Weblink: [www.chandernagorecollege.org/academiccalendar2019-20.pdf](http://www.chandernagorecollege.org/academiccalendar2019-20.pdf)

## 5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup>	B++	80%	2007	from: March, 2007 to: March, 2012
2 <sup>nd</sup>	B++	2.83	2016	from: November, 2016 to: November, 2021

6. Date of Establishment of IQAC: DD/MM/YYYY: 20/12/2013

## 7. Internal Quality Assurance System

7.1 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
Internal Academic Audit	20.07.2019	All the Arts, Humanities, Science and Commerce Departments
External Financial & Academic Audit	03.01.2020-11.01.2020	All the Arts, Humanities, Science and Commerce Departments and External Auditors of Accountant General, Govt. West Bengal
Green Audit	12.11.2019	Environmental Awareness Committee, IQAC
Parent Teachers Meeting	27.09.2019	All the Teaching Faculty members and Parents of the enrolled students
Internal assessment	May 2019 and November 2019	All the students and Teaching Faculty Members
Submission of Major /Minor research projects by faculty members	10.07.2018	Six projects submitted to State DST
Participation in NIRF	16.09.2019	NIRF team members
Feedback from the outgoing III year students.	31.03.2019	All outgoing III year students
Feedback from the parents during parent teacher meeting.	27.09.2019	All the parents of enrolled students
HODs meeting with Principal and IQAC in every month	Last week of each month	All HODs of 19 departments, Principal and IQAC
Construction of second campus- GURUDEV BHAVAN for Arts and Humanities subjects.	20.09.2019	All Arts and Humanities Departments
Renovation of a common laboratory facility in the Botany-Zoology department funded by RUSA 2.0 project.	20.07.2019	Botany and Zoology department

**Note: Some Quality Assurance initiatives of the institution are:**

**(Indicative list)**

- **Regular meeting of Internal Quality Assurance Cell (IQAC). Feedback from students and parents were collected, analysed and used for improvements.**
- **Academic Audit (AA) conducted and its follow up action were taken**
- **Green Audit Done**

**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 (Rs.)
Chandernagore College	RUSA 2.0	CENTRAL & STATE GOVT.	2018 and 2109 (TWO YEARS)	50,00,000/-
Chandernagore College	Development Grant	State Government	2019	1,02,83,480/-
Chandernagore College	Repair and Maintenance work Grant	State Government	2019	1,53,37,403/-
Chandernagore College	Laboratory Equipment Grant	State Government	2019	4,65,588/-
Chandernagore College	Book Grant	State Government	2019	5,21,428/-

**9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES**

\*upload latest notification of formation of IQAC: **See ANNEXURE-1**

**10. No. of IQAC meetings held during the year: 5**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website..... Yes/No: **YES** (Please upload, minutes of meetings and action taken report)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year? NO**

If yes, mention the amount: NA Year: NA

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

- \* Construction of Second Campus GURUDEV BHAVAN for Arts and Humanities Departments for smooth conduction of classes.
- \* Continuation of Parent teacher meeting in each semester for quality improvement of the students.
- \* Starting of Women's Hostel within the campus.
- \* Construction of a lift in the Administrative cum.
- \* Renovation of the Office of the Principal.

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

<b>Plan of Action</b>	<b>Achievements/Outcomes</b>
<ol style="list-style-type: none"> <li>1. Proposal for construction of a three storied building in second campus for Arts and Humanities departments.</li> <li>2. Proposal for starting of the Women's Hostel in the college campus.</li> <li>3. HODs meeting with Principal and IQAC in each month for quality enhancement.</li> <li>4. Proposal for at least one Parent Teacher meeting in each semester.</li> <li>5. Proposal for submission of Research projects to State DST has been taken.</li> <li>6. Proposal for Internal and External Academic Audit.</li> <li>7. Proposal for Green Audit of College.</li> <li>8. Proposal for implementation of RUSA 2.0 project.</li> <li>9. Proposal for restoration of heritage building has been taken.</li> <li>10. Proposal for Installation of AC machines in Gurudev Bhavan campus.</li> <li>11. Proposal for renovation of administrative building.</li> </ol>	<ol style="list-style-type: none"> <li>1. Construction is in full swing.</li> <li>2. Women's Hostel started in this academic session.</li> <li>3. Improvement significant.</li> <li>4. One Parent Teacher meeting in each semester has been conducted.</li> <li>5. Three teaching faculties received One Major and Two Minor Research projects from State DST.</li> <li>6. Internal Academic Audit done.</li> <li>7. Green Audit done.</li> <li>8. Utilization of Rs.1 corer grant received from RUSA as first installment has been done.</li> <li>9. Proposal sanctioned by State Government.</li> <li>10. Proposal sanctioned by State Government.</li> <li>11. Proposal sanctioned by the State Government.</li> </ol>

**14. Whether the AQAR was placed before statutory body? Yes /No: YES**

Name of the statutory body: **TEACHERS' COUNCIL** Date of meeting(s): **27.09.2019**

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

**Yes/No: YES (NAAC)**

**Date: 16.11.2016 to 19.11.2016**

**16. Whether institutional data submitted to AISHE: Yes/No: YES**

Year: 2019-2020

Date of Submission: December, 2019

**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)

**WBIFMS, ERP AND OFFICE MANAGEMENT SYSTEM**

**Part-B**

<b>CRITERION I – CURRICULAR ASPECTS</b>					
<b>1.1 Curriculum Planning and Implementation</b>					
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words Curriculum for each course taught in the institution has been prescribed by the University of Burdwan. Curriculum delivery has been executed bas per Academic calendar and prescribed routine formed by Routine Committee of the Institution. An attendance register has been maintained by each department for each paper mentioned in the curriculum. Teachers of different subjects adopted different methods of curriculum delivery system-from chalk and talk method to ICT enabled delivery method.					
1.1.2 Certificate/ Diploma Courses introduced during the Academic year : NIL					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
<b>1.2 Academic Flexibility</b>					
1.2.1 New programmes/courses introduced during the Academic year: NIL					
Programme with Code	Date of Introduction	Course with Code	Date of Introduction		
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. NIL					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
<b>B.A. Honours and General Courses in the subjects-</b> 1. BENGALI 2. ENGLISH 3. FRENCH 4. SANSKRIT 5. EDUCATION 6. PHILOSOPHY 7. POLITICAL SCIENCE 8. SOCIOLOGY 9. ECONOMICS 10. GEOGRAPHY 11. HISTORY	UG	PG	01.07.2017	UG	PG
	UG	PG		UG	PG
	UG	PG		UG	PG
	UG	PG		UG	PG
	UG	PG		UG	PG
	UG	PG		UG	PG
	UG	PG		UG	PG
	UG	PG		UG	PG
	UG	PG		UG	PG
	UG	PG		UG	PG
	UG	PG		UG	PG
<b>B.Sc. Honours And General Courses in the subjects-</b> 1. BOTANY 2. CHEMISTRY 3. COMPUTER SCIENCE 4. ENVIRONMENTAL SCIENCE 5. MATHEMATICS 6. PHYSICS 7. ZOOLOGY	UG				
<b>B.Com. Honours and General Courses in the subject-</b> 1. COMMERCE	UG				
Already adopted (mention the year) : <b>2017</b>					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year : <b>NIL</b>					

	Certificate	Diploma Courses		
No of Students				
<b>1.3 Curriculum Enrichment</b>				
1.3.1 Value-added courses imparting transferable and life skills offered during the year: <b>NIL</b>				
Value added courses	Date of introduction	Number of students enrolled		
1.3.2 Field Projects / Internships under taken during the year: 2019-20				
Project/Programme Title		No. of students enrolled for Field Projects / Internships		
<b>PROJECT FOR ENVIRONMENTAL STUDIES</b>		<b>ALL SEM-I STUDENTS</b>		
<b>1.4 Feedback System</b>				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
<b>Yes</b>	<b>No</b>	<b>No</b>	<b>YES</b>	<b>Yes</b>
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words):				
Feedback taken from the outgoing students, parents and Alumni were analysed by applying statistical methods and obtained the trend of feedback regarding academic activities of the institution. On the basis of the feedback taken from the outgoing students were analysed statistically and the outcome of the analysis is discussed in the Teacher's council meeting and in IQAC for further implementation of the suggestion and resolutions taken by the T.C. and IQAC.				
<b>CRITERION II -TEACHING-LEARNING AND EVALUATION</b>				
<b>2.1 Student Enrolment and Profile</b>				
<b>2.1. 1 Demand Ratio during the year</b>				
<b>Under Graduate Courses: 19</b>				
Name of the Programme	Number of applications received	Number of seats available	Students Enrolled	
Bengali (Honours)	571	65	61	
Botany (Honours)	232	32	27	
Chemistry (Honours)	249	40	26	
Commerce (Honours)	352	95	80	
Computer Science (Honours)	123	15	12	
Economics (Honours)	65	43	20	
Education (Honours)	441	32	31	
English (Honours)	781	65	63	
Environmental Sci. (Honours)	41	18	15	
French (Honours)	30	40	15	
Geography (Arts) (Honours)	633	61	60	
Geography (Sc) (Honours)	15	10	3	
History (Honours)	213	61	44	
Mathematics (Honours)	325	51	45	
Philosophy (Honours)	253	61	55	
Physics (Honours)	162	47	37	
Political Science (Honours)	225	61	55	
Sanskrit (Honours)	206	61	55	
Sociology (Honours)	108	29	25	
Zoology (Honours)	576	32	31	
B.A. GEN	2184	308	297	
B.Com GEN	406	84	81	
B.Sc GEN (PURE)	161	32	28	
B.Sc. GEN (BIO)	291	32	29	

Total	8643	1393	1195
<b>PG Courses: 3</b>			
P.G. in Bengali	Applications received by the University of Burdwan	30	26
P.G. in French	DO	10	1
P.G. in Geography	DO	20	15

## 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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2534	45	90	20	90

## 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 ( <i>LMS, e-Resources</i> )	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
118	118	LCD PROJECTOR, LAPTOP ETC	10	3	PPT, DOCUMENTS

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

Each and every department mentoring their students during the regular classes as well as arrange extra classes as per their need.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
2534	94	22:1

## 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
127	95	32	-	62

### 2.4.2 Honours and recognitions 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			

## 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	Program Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end
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				examination
B.A. (HONS. & GENERAL)	-	SEM -VI	September, 2020	29.10.2020
B.Sc. (HONS. & GENERAL)	-	SEM-IV	September, 2020	29.10.2020
B.COM (HONS. & GENERAL)	-	SEM-IV	September, 2020	29.10.2020
<b>2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)</b>				
Internal evaluation mechanism has been performed through assignment and written examination and practical examination for lab- based departments as prescribed by the University of Burdwan for each department and each semester.				
<b>2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)</b>				
Academic calendar has been prepared in each academic session by the ' <b>Academic Calendar</b> ' subcommittee under Teachers council and uploaded in the Institutional website. ( <a href="http://www.chandernagorecollege.org">www.chandernagorecollege.org</a> )				
<b>2.6 Student Performance and Learning Outcomes</b>				
<b>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)</b>				
<a href="http://www.chandernagorecollege.org">www.chandernagorecollege.org</a>				
<b>2.6.2 Pass percentage of students</b>				
Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
-	<b>UG Courses</b>	776	550	70.87%
-	<b>PG Courses</b>	52	52	100
<b>2.7 Student Satisfaction Survey</b>				
2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink). Link for SSS : <a href="http://www.chandernagorecollege.org">www.chandernagorecollege.org</a>				
<b>CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION</b>				
<b>3.1 Resource Mobilization for Research</b>				
<b>3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations</b>				
Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	3 YEARS	DST	11 LAKH	5.5 LAKH
Minor Projects	3 YEARS	DST	11 LAKH	5.5 LAKH
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects ( <i>other than compulsory by the College</i> )				
International Projects				
Any other(Specify)				
Total			22 LAKH	11 LAKH

<b>3.2 Innovation Ecosystem</b>						
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.			Year	
Webinar- "The wonders of the Quantum world"		PHYSICS			2020	
International Webinar On "Exploring and Understanding Manifold Socio-Cultural Dimensions of Pandemic Covid-19: Deliberations from Geo-Environmental Perspectives"		GEOGRAPHY			2020	
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year						
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category		
NIL						
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year						
Incubation Centre		Name		Sponsored by		
NIL						
Name of the Start-up		Nature of Start-up		Date of commencement		
NIL						
<b>3.3 Research Publications and Awards</b>						
3.3.1 Incentive to the teachers who receive recognition/awards: NA						
State		National		International		
3.3.2 Ph. Ds awarded during the year ( <i>applicable for PG College, Research Center</i> )						
Name of the Department			No. of Ph. Ds Awarded			
NIL						
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Department	No. of Publication		Average Impact Factor, if any		
National	All 19 departments	47		<b>0.5 to 5.7</b>		
International						
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department			No. of publication			
All the 19 Departments			47			
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty	International level	National level	State level	Local level		
Attended Seminars/ Workshops	6	19	10	-		
Presented papers	6	19	10	-		
Resource Persons	2	4	6	-		
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 <b>co-ordinated</b> such activities		Number of students participated in such activities		
Poster competition entitled “ Plastic pollution in festive season”	State Govt collaboration with NSS Unit, Chandernagore College	6 Members of NSS Sub-committee		35 students from 5 different Colleges.		
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	No. of Students benefited		
Poster competition entitled “ Plastic pollution in festive season”	First, Second and Third Position of the event		State Government	3		
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 <b>coordinated</b> such activities	Number of students participated in such activities		
NIL						
3.5 Collaborations: NIL						
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		
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of						

research facilities etc. during the year: NIL						
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details			Duration (From-To)	participant
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year: NIL						
Organisation		Date of MoU signed	Purpose and Activities		Number of students/teachers participated under MoUs	
<b>CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES</b>						
<b>4.1 Physical Facilities</b>						
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation			Budget utilized for infrastructure development			
Rs. 2,57,21,378/-			Rs. 2,57,21,378/-			
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities			Existing		Newly added	
Campus area			1.973 acre		-	
Class rooms			52		20	
Laboratories			15		2	
Seminar Halls			1		-	
Classrooms with LCD facilities			10		-	
Classrooms with Wi-Fi/ LAN			-		12	
Seminar halls with ICT facilities			1		-	
Video Centre			-		-	
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.			-		5	
Value of the equipment purchased during the year (Rs. in Lakhs)			-		15 lakh	
Others						
<b>4.2 Library as a Learning Resource</b>						
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	
4.2.1 Library Services:						
		Existing		Newly added		Total
		No.	Value	No.	Value	No. Value
Text Books		105343		1293	521428	111364
Reference Books						
e-Books						
Journals		12				12
e-Journals						

Digital Database						
CD & Video						
Library automation						
Weeding (Hard & Soft)						
Others (specify)						

<b>4.3 IT Infrastructure</b>									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	55	2	2	2	-	1	19	100 mbps	
Added	52	-	-	-	-	-	19	100 mbps	
Total	107	2	2	2	-	1	19	100 mbps	
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
100 MBPS /GBPS									
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				
4.3.4 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		
-		-			-		-		

<b>4.4 Maintenance of Campus Infrastructure</b>			
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
96 lakh	96 lakhs	1 corer	1 corer
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.: Proposal for Infrastructure development for the financial year has been sent to the Department of Higher Education, Govt of West Bengal, After getting the approval office of the Principal and Administrative subcommittees do as the per the Financial rules of Govt. of West Bengal.			
<b>CRITERION V - STUDENT SUPPORT AND PROGRESSION</b>			
<b>5.1 Student Support</b>			
5.1.1 Scholarships and Financial Support: All the students can apply for different Scholarship scheme Under Govt of West Bengal for financial support through Institute. Institute Can't provide any amount to			

the student, as it is Government Institute.						
	Name /Title of the scheme		Number of students		Amount in Rupees	
Financial support from institution	Scholarship from Govt of West Bengal		1199			
Financial support from other sources						
a) National						
b) International						
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	
-		-	-		-	
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year: NIL						
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination		Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
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		No. of grievances redressed		Average number of days for grievance redressal		
NIL		NIL		NIL		
<b>5.2 Student Progression</b>						
5.2.1 Details of campus placement during the year						
<b>On campus</b>			<b>Off Campus</b>			
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	NIL					
5.2.2 Student progression to higher education in percentage during the year						
Year	Number of students enrolling into higher education	Programme graduated from		Department graduated from	Name of institution joined	Name of Programme admitted to
2018-19	423	BA/B.Sc./B.Com (Hons and General)			B.U./C.U./J.U./JNU/VB	MA/M.Sc/M/Com

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		No. of Students selected/ qualifying			Registration number/roll number for the exam	
NET		NA			NA	
SET						
SLET						
GATE						
GMAT						
CAT						
GRE						
TOFEL						
Civil Services						
State Government Services						
Any Other		-			-	
5.2.4 Sports and cultural activities / competitions organised at the institution level during the year						
Activity		Level			Participants	
Annual Sports		Institution Level			123	
College Social		Institution Level			766	
<b>5.3 Student Participation and Activities</b>						
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/ International	Sports	Cultural	Student ID number	Name of the student
5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)						
5.3 Alumni Engagement						
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):						
<b>YES.</b>						
5.3.2 No. of <del>registered</del> enrolled Alumni: <b>2783</b>						
5.3.3 Alumni contribution during the year (in Rupees) : <b>Rs. 50/-</b>						
5.3.4 Meetings/activities organized by Alumni Association: <b>General Alumni Meet every year and Social Activities organized by the Alumni Association time to time.</b>						
<b>CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>						
<b>6.1 Institutional Vision and Leadership</b>						
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)						
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/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):					
❖ Curriculum Development: NA					
❖ Teaching and Learning: Emphasis is given in the attendance of the students and teachers to facilitate the teaching learning process through modern teaching and learning process.					
❖ Examination and Evaluation: As set by the University of Burdwan.					
❖ Research and Development: Proper notification has been done in time to time regarding research proposal given by different funding agencies.					
❖ Library, ICT and Physical Infrastructure / Instrumentation: Purchase of text and reference Books has been done for students and teachers. As per budget allocation instruments has been purchased.					
❖ Human Resource Management:					
❖ Industry Interaction / Collaboration : NIL					
❖ Admission of Students: Admission of the first Semester students has been done as per the rule set by the Govt. of West Bengal and on the merit of the applicants only.					
6.2.2 : Implementation of e-governance in areas of operations:					
❖ Planning and Development: Regular TC and IQAC meeting has been organised to plan and execute development projects.					
❖ Administration: Maintained through office management system (ERP software).					
❖ Finance and Accounts: Maintained through wbifms system.					
❖ Student Admission and Support: Online admission and Counselling. ERP for student data management.					
❖ Examination :NIL					
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: As it is a Government College there is no provision of fund in this matter.					
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	
NA	NA	NA	NA	NA	
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	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2018-19	-	ERP software training programme	-	-	<b>5</b>
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	Date and Duration (from – to)		
<b>OP and RC</b>		<b>28</b>	<b>28 and 21 days</b>		



6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment): Recruited by PSC, W.B.				
Teaching		Non-teaching		
Permanent:00	Fulltime/temporary: 00	Permanent: 00	Fulltime/temporary: 00	
6.3.5 Welfare schemes for				
Teaching:	WBHS health scheme for all Teaching Staff members			
Non teaching:	WBHS health scheme for all Non-teaching Staff members			
Students	Govt. Scholarship for all eligible students in different schemes.			
<b>6.4 Financial Management and Resource Mobilization</b>				
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each): Institute conduct internal financial audit in each year. The faculty members of Commerce department are in operation in this matter. The Auditors of Accountant General, Govt. of West Bengal has been appointed to conduct the External Financial audit of the institution.				
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/ Grants received in Rs.		Purpose
NIL				
6.4.2 Total corpus fund generated				
<b>6.5 Internal Quality Assurance System</b>				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	Accountant General, West Bengal	YES	Principal
Administrative	YES	Accountant General, West Bengal	YES	Principal
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
6.5.3 Development programmes for support staff (at least three)				
1. Training on PFMS.				
2. Training on ERP software for office management.				
3. Training on WBIFMS has been conducted.				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
<b>6.5.5</b>				
a. Submission of Data for AISHE portal : <b>Yes</b>				
b. Participation in NIRF : <b>No</b>				
c. ISO Certification : <b>No</b>				
d. NBA or any other quality audit : <b>No</b>				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-to-)	Number of participants
2018-19	Internal Academic Audit	September, 2019	Three days	Faculty members of 19 departments
	Green Audit	July, 2019	One day	Faculty members of

				Botany, Zoology, and Environmental Science.
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<b>CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES</b>						
<b>7.1 - Institutional Values and Social Responsibilities</b>						
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)						
Title of the programme		Period (from-to)		Participants		
				Female	Male	
NIL						
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources						
Initiatives were taken for Installation of Solar panel for renewable energy in the Gurudev Bhavan campus. It is in process.						
7.1.3 Differently abled (Divyangjan) friendliness						
Items Facilities			Yes/No	No. of Beneficiaries		
Physical facilities: Toilet for Differentially abled persons.			Yes	2		
Provision for lift			Yes	All students, teachers, staffs		
Ramp/ Rails			Yes	All students, teachers, staffs		
Braille Software/facilities			No	-		
Rest Rooms			Yes	All students, teachers, staffs		
Scribes for examination			Yes	Sick students		
Special skill development for differently abled students			No	-		
Any other similar facility			Wheel Chair	2		
7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2019-20	2	2	August 2019	NSS programme	Green and clean city	100 students and 9 staff members.
7.1.5 Human Values and Professional Ethics						
Code of conduct (handbooks) for various stakeholders						
Title		Date of Publication		Follow up (maximum 100 words each)		
College Prospectus		1.7.2019		Distributed to each and every student enrolled in this college. Also distributed to Faculty members of the college and non-teaching staff members. The same is uploaded in the college website for public information.		
7.1.6 Activities conducted for promotion of universal Values and Ethics: NIL						

Activity	Duration (from-----to-----)	Number of participants
<b>7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)</b>		
<ol style="list-style-type: none"> <li>1. Green Audit has been done to assess the status of the campus in relation to eco-friendliness of the campus area.</li> <li>2. Campus is declared as plastic free zone.</li> <li>3. Initiatives taken for Rain water harvesting system installation.</li> <li>4. Initiatives taken for Solar panel installation.</li> <li>5. Plantation programme has been conducted in 5<sup>th</sup> June for promoting green environment.</li> <li>6. Initiatives taken for installation of 'Waste Management Unit' in the college campus.</li> </ol>		
<b>7.2 Best Practices</b>		
<p>Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link</p>		
<ol style="list-style-type: none"> <li>1. At least one 'Parent-Teacher Meeting' for each semester has been successfully conducted in this academic year for better attendance of the students and effective teaching, learning process.</li> <li>2. Calculation of percentage of attendance of each and every students in each month and sent the information to the students via bulk SMS to alert them about their attendance in classes.</li> <li>3. Principal, IQAC and all HODs meeting in each month has been organised for betterment of the academic affairs.</li> </ol>		
<b>7.3 Institutional Distinctiveness</b>		
<p>Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust of the institution in not more than 500 words. Provide the weblink : Institute is unique in the sense that quality education is being provided to the students by more than 90 faculty members in formal mode of education as well as in informal mode i.e. we provide education beyond the class room in regular basis..</p>		

**8. Future Plans of action for next academic year (500 words)**

1. Continue to Provide Quality Education.
2. Target to complete the renovation of Heritage Building
3. Target to Complete the RUSA 2.0 Project works.
4. Target to Participate in NIRF ranking 2021.
5. Target to complete the maintenance of Administrative building.
6. Target to complete the full automation of Central Library and Office management.

Name: **Dr. Gautam Ganguly**

Name: **Dr. Debasish Sarkar**

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*Signature of the Coordinator, IQAC*

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*Signature of the Chairperson, IQAC*

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