

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2013-14

1. Details of the Institution

1.1 Name of the Institution

Mrinalini Datta Mahavidyapith

1.2 Address Line 1

Vidyapith Road

Address Line 2

Birati

City/Town

Kolkata

State

West Bengal

Pin Code

700 051

Institution e-mail address

mdm.birati@gmail.com

Contact Nos.

033 2513 9100/ 033 2539 3825

Name of the Head of the Institution:

Dr. Apurba Bandyopadhyay

Tel. No. with STD Code:

033 2513 9100

Mobile:

+919433663649

Name of the IQAC Co-ordinator:

Dhurjati Prasad Mukherjee

Mobile:

+919433507070

IQAC e-mail address:

iqac.mdm@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(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)

EC/35/202 dated 28.02.2005

1.5 Website address:

www.mdmibirati.org

Web-link of the AQAR:

<http://www.mdmibirati.org/AQAR> 2013-14

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	1 st Cycle	B++	83.75 out of 100	2005	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

14.03.2005

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

- i. AQAR_2011-12 submitted to NAAC on (16/11/2015)
- ii. AQAR_2012-13 submitted to NAAC on (16/11/2015)
- iii. AQAR_2013-14 submitted to NAAC on (16/11/2015)
- iv. AQAR_2014-15 submitted to NAAC on (16/11/2015)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

ASPV (Major)

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

West Bengal State University,
Barasat

1.12 Special status conferred by Central/ State Government—

UGC/CSIR/DST/DBT/ICMR etc

NA

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

01

2.4 No. of Management representatives

02

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

00

2.8 No. of other External Experts

01

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No Faculty
 Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Preparation and planning for Golden Jubilee celebration of college.
- Assistance in promoting teachers to the next higher scale.
- Encouraging departments to organize special lecture programmes.
- Assisting the organization of UGC sponsored national seminar titled “Biodiversity - Interrelationship between Flora, Fauna, and Human” by the departments of Anthropology, Botany, and Zoology.

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
Assistance in promoting teachers to the next higher scale.	Four teachers were promoted to the scale of Associate Professor from Assistant Professor.

Organizing seminars.	UGC sponsored national seminar titled “Biodiversity - Interrelationship between Flora, Fauna, and Human” was organized jointly by the departments of Anthropology, Botany, and Zoology on 29 th and 30 th September 2013.
Preparing Central Routine	Uniform distribution of classes among teachers by justify workloads as per University norms.
Formative and Summative Evaluation	Progress of students is estimated through class tests, mid-term test and selection tests.
Publication of the College Souvenir on the occasion of Golden Jubilee.	Assistance in publication of Souvenir.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

The AQAR was placed before the Governing Body and its approval was received in the meeting dated 17.09.2015

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	19	--	01	03
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	01	--	--	--
Others	--	--	--	--
Total	20	--	01	03

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	21

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.

Update & revision of syllabi is done by the affiliating university

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	Others
	58	15	15	--	10(CWTT) + 18(PTT)

2.2 No. of permanent faculty with Ph.D. 19

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
	4	19	0	0	0	0	0	0	4	19

2.4 No. of Guest and Visiting faculty and Temporary faculty

25

05

--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	24	06
Presented	03	16	05
Resource Persons	00	01	00

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

Use of simulation software in teaching electronics practical etc., project works, group study, use of audio-visual media.

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

182

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

Computerised question paper setting & printing, publication of

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

BOS -		
-------	--	--

2.10 Average percentage of attendance of students

77%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA(Hons)	185		1.72	85.06		94.05
BSc(Hons)	48		25.64	74.36		81.25
BCom(Hons)	18		--	55.56		55.56

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

- IQAC holds several meetings with different faculties on teaching learning and evaluation processes.
- IQAC interacts with the departments on a constant and continual basis to monitor the implementation of its proposals and receives feedback on the outcome.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	02
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	01
Others	00

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	10	08	----	----
Technical Staff	08	---	-----	----

Criterion – III

3. Research, Consultancy and Extension

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

- A national conference was held by the Departments of Anthropology, Zoology, Botany on “Biodiversity: Interrelationship between Flora, Fauna and Human”.
- Annual journal received an ISBN number.

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	-	-	05	-
Outlay in Rs. Lakhs	-	-	15.5	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	02	----
Non-Peer Review Journals	--	06	13
e-Journals	--	--	01
Conference proceedings	02	06	03

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	---	--
Minor Projects	April 2014- April 2016	UGC	15.5 lacs	12.18 lacs
Interdisciplinary Projects	--	---		
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from NA

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		01			14
Sponsoring agencies		UGC			College

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 From Management of University/College

Total

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
and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC:

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

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

- **The Career Counseling Cell**, sponsored by the UGC Merged Scheme, organized a workshop , “Our Bodies Our Selves” on 08.01.2014 in collaboration with TALASH to make the girl students of our college familiar with the basic principles of self defense.
- The Department of English organized a one-day workshop on “Teaching English” on 15.01.2014, where the students used charts and pictures to teach basic English and voluntarily donated books, stationery, clothes, etc to the children of Siddharth Welfare Mission, a NGO supporting the cause of deprived children in India.
- Blood donation camp and free of cost Thalassemia screening camp.
- Free coaching to financially weak and poor students of the locality.

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	128.50 cottahs	--	--	128.50 cottahs

Class rooms	24	----	--	24
Laboratories	12	2		14
Seminar Halls	6	--	--	6
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	2	1	college	3
Value of the equipment purchased during the year (Rs. in Lakhs)	6.6 lakhs	3 lakhs	college	9.6 lakhs
Others				

4.2 Computerization of administration and library

The office, accounts and administration are fully computerized and Library is partially computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21,391	Rs.15,91,314	781	Rs.87,360	22,172	Rs.16,78,674
Reference Books	9,078	Rs.11,68,347	303	Rs.37,440	9,381	Rs.12,05,787
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	48	01	Yes (limited)	Limited	01	07	29	02
Added	17	01	Wi-fi	All	--	---	06	--
Total	66	02	Wi-fi	All	01	07	35	02

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

- Compulsory computer training to students given by WEBEL.
- Computer training and soft skill development is provided to both teaching and non-teaching faculty in collaboration with WEBEL Informatics Ltd.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.13
ii) Campus Infrastructure and facilities	2.64
iii) Equipments	0.31
iv) Others	0.12
Total :	3.2

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The college offers student support services like UGC Merged scheme - Entry in services, Career Counselling and soft skills development, Remedial coaching, Equal Opportunity cell.
- The students are made aware of the various support services through the college prospectus and website.
- Information regarding these services are properly disseminated among the students through notices, verbal reminders etc.
- Notices about fee concessions, stipends, are displayed on the student notice boards and circulated in the class rooms.

5.2 Efforts made by the institution for tracking the progression

- Identifying the slow learners through regular assessments and college tests.
- Remedial coaching and Tutorial classes for slow learners.
- The result subcommittee compiles the results of internal examinations and analyses the progress of each department through graphical tools.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3592			

(b) No. of students outside the state

00

(c) No. of international students

00

No	%
1936	54

Men

No	%
1656	46

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3020	693	17	65	00	3795	2801	671	10	110	00	3592

Demand ratio 6.66:1

Dropout % 15.14%

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

Entry in Services cell under UGC sponsored Merged scheme provides free of cost coaching for competitive examinations to economically backward students, SC/ST students, ex-students and to needy students from locality.

No. of students beneficiaries

39

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC 1 UPSC Others 22

5.6 Details of student counselling and career guidance

Career counseling and Soft skills development cell under UGC sponsored Merged scheme offers counseling to the students on their future prospects and the market viability regarding the course of study. Regular seminars, workshops and special training programmes like Communicative English course, Self defense for women etc. are organized by this cell.

No. of students benefitted

80

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	40		20

5.8 Details of gender sensitization programmes

- A workshop on Self Defence for women entitled “Our Bodies-Our Selves” was organized by the Career Counselling cell in collaboration with TALASH Society.
- The department of Philosophy organized a field work on the focal theme – “Religion as entertainment of the women belonging to low socio-economic class”.
- The Women’s cell in collaboration with Seminar sub-committee organized a workshop on “Women’s Health: Concerns and Remedies”.

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	401	1,79,989
Financial support from government	1561	27,81,812
Financial support from other sources	290	5,71,685
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 01 National level International level

5.12 No. of social initiatives undertaken by the students 3

5.13 Major grievances of students (if any) redressed: No major grievances reported.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision of the college is enshrined in our emblem which upholds the values of 'Knowledge', 'Perseverance' and 'Empowerment'. Our motto is to impart knowledge as well as to inculcate in the students the quality of perseverance that will finally empower them and make them responsible citizens of our country.

Our mission is to educate the young generation keeping in mind both the utilitarian scope of education and to ensure a holistic development of the mind and soul through proper assimilation of knowledge.

The prime objective of the institution is to enlighten the first generation learners and offer them a firm foothold in the society whereby they get an opportunity to place themselves as eligible competitors in the arena of emerging national and global challenges.

6.2 Does the Institution has a management Information System

Yes, the college has a computerized data-base of financial information for producing regular reports, accessible to the stakeholders

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

6.3.1 Curriculum Development

- Regular meeting of IQAC with departments.
- Faculties who are members of Board of Studies participate in a syllabus-framing and effective planning of the curriculum.
- Feedback from students.
- Interaction with guardians.
- Feedback from Alumni.

6.3.2 Teaching and Learning

- Preparation of Academic Calendar and modular distribution of syllabus
- Greater focus on ICT based learning.
- Special coaching facilities for various career oriented examinations through UGC sponsored Merged Scheme
- Remedial coaching and tutorials for slow learners.

6.3.3 Examination and Evaluation

- Regular class tests, Unit Tests, Mid term and Test examinations are held
- The teachers evaluate the performance of the students and submit the marks within 7 days of the examination
- The scripts of the Honours students are shown to them and their mistakes are pointed out
- The Result Committee prepares the result which is duly displayed on the notice board of the college
- University examinations are held in the college as per the schedule prescribed by the affiliating University, WBSU
- In case a student of the college is dissatisfied with the University

6.3.4 Research and Development

- Expert Committee was formed to encourage teachers to undertake Major and Minor Research projects.
- Five UGC Minor Research projects taken up by the teachers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- New text and reference books are added to the library
- Two new laboratories added.
- Digitization of library underway.
- Installation of new AC in staff room and in new building.

6.3.6 Human Resource Management

- Ensuring a student friendly and ragging-free campus.
- Cultivating ethics and moral values in the students.
- Sensitizing the learners towards importance of clean and green environment through programmes like Biodiversity conference, sapling plantation, Clean your campus drive, etc.

6.3.7 Faculty and Staff recruitment

College sends requisition to College Service Commission for vacant substantive posts. Teachers are recommended by the College Service Commission and the Governing Body of the college appoints the teachers in the substantive posts.

Contractual and Part time teachers are appointed as per rules laid down by the Higher Education Department, Government of West Bengal.

Non teaching staffs are appointed as per the regulations framed by the State Government.

6.3.8 Industry Interaction / Collaboration

The college does not yet have any collaboration with the industry, However, the students of the ASPV department of the college interact with industries as per the needs of their project work.

6.3.9 Admission of Students

- Admission is done online as per the guidelines of West Bengal State University.
- Admission is done purely on the basis of merit.
- Norms are followed meticulously to ensure a free, fair and transparent admission process.

6.4 Welfare schemes for

Teaching	
Non teaching	Hariprasad Das Memorial Fund for the wards of non-teaching employees studying in the college.
Students	<ul style="list-style-type: none"> • UGC-Merged scheme (Entry in services, Career counseling and soft skills development, Remedial coaching, Equal Opportunity Cell). • Student's Health Home • Student's Safety Insurance scheme • Concession schemes. • Scholarship and Stipend. • Academic counselling.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	SAAC	Yes	IQAC
Administrative	Yes	<ul style="list-style-type: none"> • SAAC • Auditor appointed by DPI 	Yes	Committees formed by Governing Body

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

For UG Programmes Yes No

For PG Programmes Yes No

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

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

6.11 Activities and support from the Alumni Association

- The members of the Alumni put up various information regarding competitive examinations, job opportunities, etc. on the Alumni Bulletin.
- The Alumni organized a tree-plantation drive in and around the campus is one of the significant activities of the alumni association.
- The Alumni Association played a major role in planning and executing the programmes of the Golden Jubilee celebration of the college.
- The Alumni Association plays an active part in the Saraswati puja organized by the Student's Union of the college.
- Members of the Alumni contributed several articles and write-ups in the souvenir published on the occasion of Golden Jubilee.
- Members of the Alumni of the English department contributed research oriented articles in the annual journal of the department.

6.12 Activities and support from the Parent – Teacher Association

The departments organize Parents-Teachers meeting where issues like curriculum development and teaching-learning process are discussed. Feedback from parents is finally analyzed by the department concerned. Members of IQAC remain present in such meetings.

6.13 Development programmes for support staff

Computer training programme offered to library and office staff.

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

- Fluorescent tube lights are being replaced by CFL bulbs.
- Students are sensitized to protect the environment by taking part in 'Clean your campus' drive.
- Tree plantation programmes are organized by the NSS unit in cooperation with the Alumni association.
- Students are encouraged to use bio-degradable materials within the campus.
- UGC sponsored national conference on 'Biodiversity: Interrelationship between Flora, Fauna and Human' jointly organized by departments of Anthropology, Botany and Zoology.
- Students are directed to conserve drinking water and switch off lights and fans when not in use.

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.

- A UGC sponsored national conference on ‘Biodiversity: Interrelationship between Flora, Fauna and Human’ jointly organized by departments of Anthropology, Botany and Zoology.
- Research oriented annual journal of the college received the prestigious ISBN.

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

Plan of Action	Achievements
Preparation and planning of the Golden Jubilee celebration of the college.	4 th March 2013: “Probhat Pheri” - a marchpast by teachers, students, alumni, non-teaching on the streets of Birati, was organized. 5 th March 2013: Inauguration of the Opening Ceremony. 4 th March 2014: Blood Donation Camp, Model & Poster exhibition was organized. 5 th March 2014: Closing Ceremony of Golden Jubilee Celebration. Assistance in publication of College Souvenir.
Assistance in promoting teachers to the next higher scale.	Four teachers were promoted to the scale of Associate Professor from Assistant Professor.
Organizing seminars.	UGC sponsored national seminar titled “Biodiversity - Interrelationship between Flora, Fauna, and Human” was organized jointly by the departments of Anthropology, Botany, and Zoology on 29 th and 30 th September 2013.

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

- UGC sponsored merged scheme (Entry in services, Career counselling and soft skills development, Remedial coaching, Equal Opportunity Cell).
- Providing free coaching to under privileged children of the locality.

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

7.4 Contribution to environmental awareness / protection

- A national level conference on 'Biodiversity: Interrelationship between flora fauna and human' is organized by departments of Anthropology, Botany and Zoology of this college.
- The college through NSS programmes generate awareness in respect of protection environment for the benefit of the people of the locality, our student as well as the society.
- Fluorescent tube lights are being replaced by CFL bulbs.
- Tree plantation drives are organized regularly by the NSS unit in cooperation with the alumni association.
- Stress on the use of biodegradable materials within the campus.
- Students are directed to switch off the power after class and they are also encouraged to conserved drinking water.
- Minimizations in the use of carbon fuel in laboratories and canteen.
- Field work has been done by different bioscience departments to aware students as well as local people about the recent alarming environmental issues such as effect of toxicant on marine life, climate change and global warming, etc.

7.5 Whether environmental audit was conducted?

Yes

No

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

STRENGTH:

- The college strives to imbibe holistic attitude for the development of the students with its limited resources
- Our dedicated faculty always interact with our students to ensure their search for knowledge to make them responsible future citizens of our country.
- We have an active NSS cell which regularly organizes various social awareness programme such as health and environment protection for the benefit of locality. some important programme organized by them include blood donation, Thalassemia screening for our students, plantation of saplings in our college campus, organizing seminars and special lectures promoting value education and self development.
- We have very efficient administrative machinery for the benefit of our first generation learners fulfilling their teaching learning desire for their improvement.
- College provides different types of financial assistance to needy students by offering fee concession, students aid fund ad additional library facility.

WEAKNESS:

- Majority of our students come from economically poor sections of the society. They cannot afford our education system with the limited resources academically and financially.
- The socio economic background of our students admitted in the college is responsible for poor communication skills in English.
- We don't have sufficient number of faculty in some department as per need of the student.
- Most of the students admitted in our college are generally lack in nutrition which results in low physical and mental fitness.
- A large number of our students work for their families beyond college hours.

OPPORTUNITY:

- The main objective of the college is to fulfil the desire of the locality as well as society at large.
- Our present governing body feels it necessary to introduce new courses for UG and PG level as well as in Vocational stream to make teaching learning process affordable and student friendly.
- We have a number of rich humanities courses but we need to develop more science streams at both general and honours level so that scientific desire and aspirations of our students can be satisfied for the benefit of their family and the society at large.

CHALLENGE:

- Students from rural areas have to compete with students from colleges located in urban areas
- Teaching communication in English to students who come primarily from a lower-middle class section of the society and who are mostly first generation learners.
- Departments consistently cope with insufficient number of teachers and supporting staff.
- Time frame allotted for completing Part III syllabus is short.

8. Plans of institution for next year

Introducing PG in Bengali

Expansion of campus and other infrastructural facilities

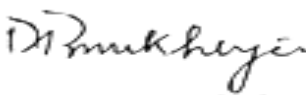
Setting up e-classrooms


Focusing on Outreach and Extension activities

Digitization of library

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Signature of the Chairperson, IQAC

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
