The Annual Quality Assurance Report (AQAR) of the IQAC

2012-13

Khatra Adibasi Mahavidyalaya

P.O. - Khatra, Dist – Bankura

Pin - 722140

The Annual Quality Assurance Report (AQAR) of the IQAC

Khatra Adibasi Mahavidyalaya, Khatra, Bankura

Part – A

AQAR for the year

> 2012-13

1. Details of the Institution

1.1 Name of the Institution

> KHATRA ADIBASI MAHAVIDYALAYA

1.2 Address Line 1

> P.0. -KHATRA

Address Line 2

> DISTRICT- BANKURA

City/Town

> KHATRA

State

> WEST BENGAL

Pin Code

> 722140

Institution e-mail address

> kacollege@rediffmail.com

Contact Nos

> (+91) 8900057220/9932546966

Name of the Head of the Institution:

> PROF. SWAPAN KUMAR BISWAS

Tel. No. with STD Code:

> (+91) 03243-255561

Mobile:

> (+91) 8900057220/9932546966

Name of the IQAC Co-ordinator: | ALOKE BHOWMIK

Mobile: | +91 9475623715

IQAC e-mail address: | kamnaac@gmail.com

1.3 **NAAC Track ID***(For ex. MHCOGN 18879)* | March, 31/2007/222

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) | March, 31/2007/222

1.5 Website address: | www.khatraadibasimahavidyalaya.in

Web-link of the AQAR: | www.khatraadibasimahavidyalaya.in/AQAR

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C+	60.50	2007	5 YEARS
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC: | 02/02/2008

1.8 Details of the previous year's AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC

   i.   AQAR _ 2010-11_Sent to NAAC on 24/12/2015 and uploaded college website on 26/12/2015
   ii. AQAR_2011-12_Sent to NAAC on 28/12/2015
   iii. AQAR_2012-13_Sent to NAAC on 28/12/2015

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-finance [ ]

1.10 Type of Faculty/Programme

Arts [√]   Science [√]   Commerce [√]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify) [. ....]

1.11 Name of the Affiliating University *(for the Colleges)*   [THE UNIVERSITY OF BURDWAN]

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

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

04

2.2 No. of Administrative/Technical staff

04

2.3 No. of students

Nil

2.4 No. of Management representatives

02

2.5 No. of Alumni

Nil

2.6 No. of any other stakeholder and

   community representatives

01

2.7 No. of Employers/ Industrialists

Nil

2.8 No. of other External Experts

Nil

2.9 Total No. of members

11

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders: No. 05   Faculty 03

   Non-Teaching Staff Students 02   Alumni Nil   Others Nil

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

   If yes, mention the amount   NA

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | Nil | International | Nil | National | Nil | State | Nil | Institution Level | Nil

(ii) Themes | ....

2.14 Significant Activities and contributions made by IQAC:

- Insisting the College authority for constructing more spacious class rooms, laboratories, and toilets for girls and boys.
- Providing Laptops to all departments.
- Insisting the College authority for constructing another Boys Hostel.

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
1. To improve infrastructural facilities.	Purchased another 20KV generator
2. To purchase equipments for Smart classroom, colour laser printers, Sports equipments for physical education department , lab equipments for physics and chemistry department	Purchased equipments for smart class room, sports equipments and lab equipments for physics and chemistry department,
3. To increase in number of computers	04 desktop and 04 laptop purchased.
4. Extension of building and other infrastructural facilities.	Ongoing.

 Attach the Academic Calendar of the year as Annexure III

2.15 Whether the AQAR was placed in statutory body: Yes | √ | No | |

Management | | Syndicate | | Any other body | Development & Finance Sub-Committee, Teachers Council |

Provide the details of the action taken

- Provided more staff to prepare and submit AQAR in time.
- It analysed the Feedback obtained from outgoing students and take steps to reduce dropout rate and student attendance.
- Give suggestions to improve teaching and learning process, research, and administration.

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	11			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	11			

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	Nil
Trimester	Nil
Annual	11

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 III

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> The syllabi are updated by The University of Burdwan

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
11	05	06	Nil	Nil

2.2 No. of permanent faculty with Ph.D. | 02 |

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
	11						01		12

2.4 No. of Guest and Visiting faculty and Temporary faculty | 09 | | Nil | | 15 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	17	05
Presented papers	Nil	Nil	Nil
Resource Persons	Nil	Nil	Nil

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

- Seminar lecture by the Students in Honours Classes.
- Quiz contest in Honours Classes.

2.7 Total No. of actual teaching days: | 190 |

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

Class tests organised by Depts.
Test Exams. Organised by College.

2.9 No. of faculty members involved in curriculum
   Restructuring/revision/syllabus development
   as member of Board of Study/Faculty/Curriculum Development workshop | 01 |

2.10 Average percentage of attendance of students | 67% |

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A (Hons)	63		4.76			84.12
B. Sc(Hons)						
B .Com(Hons)						
B. A (Gen)	216					53.70
B. Sc(Gen)						
B. Com(Gen)						

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

IQAC suggests Teachers Council for holding class tests for each and every department at a certain interval.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	02	Nil	Nil
Technical Staff	01	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

IQAC convinces teachers to carry out Minor Research projects in the Institute.

3.2 Details regarding major project: N.A

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		04		
Outlay in Rs. Lakhs		Rs. 4,52,700/-		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	Nil	Nil	Nil
Non-Peer Review Journals		17	05
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	Nil	Nil

3.5 Details on Impact factor of publications:

Range NA   Average NA   h-index NA   Nos. in SCOPUS NA

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				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				

Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No. | Nil | Chapters in Edited Books | 05 |

ii) Without ISBN No. | 02 |

3.8 No. of University Departments receiving funds from

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 | Nil |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	NA	NA	NA	NA	NA

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

3.13 No. of collaborations   International | Nil | National | Nil | Any other | Nil |

3.14 No. of linkages created during this year | Nil |

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	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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

Total	International	National	State	University	District	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

Nil

Nil

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

Nil

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

JRF Nil   SRF Nil   Project Fellows Nil   Any other Nil

3.21 No. of students Participated in NSS events:

University level Nil   State level Nil

National level   International level Nil   Nil

3.22 No. of students participated in NCC events: University level Nil   State level Nil

National level Nil   International level Nil

3.23 No. of Awards won in NSS:

University level Nil   State level Nil

National level Nil   International level Nil

3.24 No. of Awards won in NCC: University level Nil   State level Nil

National level Nil   International level Nil

3.25 No. of Extension activities organized

University forum | NA | College forum | NA |

NCC | NA | NSS | 04 | Any other | NA |

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

- Sanitation programme, HIV disease awareness, blood donation awareness.
- Environmental pollution created by disposed polyethylene etc.

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	109143.7 Sq-metre	Nil	Donation	109143.7 Sq-metre
Class rooms	12	Nil	UGC,State govt. MPand MLA LAD	12
Laboratories	02	01	UGC&OWN	03
Seminar Halls	01	Nil	UGC	01
No. of important equipment's purchased ($\geq$ 1-0 lakh) during the current year.	2	1	UGC	3
Value of the equipment purchased during the year (Rs. in Lakhs)	₹12,34,565/-	₹14,47,798/-	UGC&OWN	₹26,82,354/-
Others				

4.2 Computerization of administration and library

Administrative works of the College have been fully computerised. Library works are partly computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15782	243259	4085	650979	19867	894238
Reference Books	6710	133790	1750	335619	8460	469409
e-Books						
Journals	13	33394	05	3235	18	36629
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	35	00	04	05	00	09	17	00
Added	12	00	00	00	00	04	08	00
Total	47	00	04	00	00	13	25	00

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

For technology upgradation most of the administrative works have been computerised with modern software's. Library works are partly computerised.

4.6 Amount spent on maintenance in lakhs:

i) ICT

0.42

ii) Campus Infrastructure and facilities

0.35

iii) Equipments

0.25

iv) Others

3.79

Total :

4.81

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC plans for the smooth conduct of the process of admission, remedial classes, academic progress etc.

5.2 Efforts made by the institution for tracking the progression

- Conduct class test twice (for honours students only) before and after Puja vacation.
- Annual test examinations conducted before the final examination of the University

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3131	...	.....	.....

(b) No. of students outside the state

Nil

(c) No. of international students

Nil.

Men

No	%
2088	66.68

Women

No	%
1043	33.31

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1263	430	676	346	Nil	2715	1390	556	806	379	Nil	3131

Demand ratio : 1:1.69   Dropout % : 22

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

i) Entry in to service financial support by UGC.
ii) Remedial coaching sponsored by UGC.

No. of students beneficiaries | Data on regular basis is not available

5.5 No. of students qualified in these examinations

NET   04   SET/SLET   ...   GATE   ...   CAT   ....

IAS/IPS etc [...]   State PSC [....]   UPSC [....]   Others

| 30 (SSC, WB Police, CRPF &Private) |

5.6 Details of student counselling career guidance

After completion of Graduation our faculty members arrange support service to the students about different career opportunities and pursuit of higher studies.

No. of students benefitted: [...]

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
.....	.....	.....	……

5.8 Details of gender sensitization programmes | Observe Women empowerment day |

5.9 Students Activities

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

State/ University level [Nil]   National level [Nil]   International level [Nil]

No. of students participated in cultural events

State/ University level [Nil]   National level [Nil]   International level [Nil]

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

Sports : State/ University level [Nil]   National level [Nil]   International level [Nil]

Cultural: State/ University level [Nil]   National level [Nil]   International level [Nil]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	232	₹ 79,000/-
Financial support from government	1795	₹ 43,00,000/-
Financial support from other sources	45	₹ 50,000/-
Number of students who received International/ National recognitions	Nil	Nil

5.11   Student organised / initiatives

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

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

5.12   No. of social initiatives undertaken by the students | Blood donation |

5.13 Major grievances of students (if any) redressed: | Nil |

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: For better employment and better citizenship**.**
Mission: To educate the students, empower the socially challenged sections of the student community.

6.2 Does the Institution has a management Information System   Nil

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

6.3.1   Curriculum Development

Session wise sending proposal for changing syllabi, new subjects are introduced according to the need of the society to the University.

6.3.2   Teaching and Learning

Improvement of teaching methodology. Introducing Projector and Laptops in the course of class lectures.

6.3.3   Examination and Evaluation

Class test examination at regular intervals, test examination before the final University exam, review of result analysis.

6.3.4   Research and Development:

Initiatives were taken to motivate the students for minor field works e.g. In connection with environmental studies, students of Degree Final Year are required to submit Project paper (Carrying 20 Marks) which is completely based on field works.

6.3.5   Library, ICT and physical infrastructure / instrumentation

Facilities of central library are fully utilized by the students. It is encouraged by IQAC also.

6.3.6   Human Resource Management   Nil

6.3.7   Faculty and Staff recruitment

Sending proposal repeatedly to the concerned authorities stating the exact vacancy position.

6.3.8 Industry Interaction / Collaboration: | Nil |

6.3.9 Admission of Students:

Newspaper advertisement, pasting admission related matters on College Board, online counselling conducted by the University (Only for Honours courses).

6.4 Welfare schemes for teaching non-teaching and students:

Teaching	---------
Non teaching	-------
Students	Student Free/Half ship

6.5 Total corpus fund generated: | Rs. 25,00,000/- |

6.6 Whether annual financial audit has been done   Yes [   ]   No [√]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	No	NA
Administrative	No	NA	No	NA

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

For UG Programmes   Yes [   ]   No [√]

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

The executive council of the University of Burdwan forms a visiting team for smooth conducting of Examinations.

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

No effort has been made by the University to promote autonomy in the affiliated college.

6.11 Activities and support from the Alumni Association

There is no formal Alumni Association in our College; however ex- students of our College are very much active and always involved in the overall development of the institution

6.12 Activities and support from the Parent – Teacher Association

Senior faculty members of our Institution express their experience based upon interaction with the Parents on academic related issues in different meetings of the Teachers Council.

6.13 Development programmes for support staff:

IQAC brings them to undergo exposure to the latest technology.

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

Environmental as well as health awareness programmes are carried out by the teams of NSS and NCC. i) IQAC tries to make the college campus a green campus by making plastic free zone. ii) Blood donation camp organised by the NSS Units every year. iii) Local Campaigning against HIV. v) Health awareness among the malnutrition, Eye check-up, Iron deficiency, diet chart supplied among the neighbouring villages of the College.

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.

> Teaching and study materials, like important points/ notes for further studies, are supplied to all the students (mainly Honours students) by their respective department.

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

> Action taken to improve the student attendance as well as results.
> Warning Notice to those who scores below the qualifying marks.

Provide the details in annexure (Annexure IV)

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

> Best Practice I: Environmental as well as health awareness programmes are carried out by the teams of NSS and NCC. IQAC tries to make the college campus a green campus by making plastic free zone. ii) Blood donation camp organised by the NSS Units every year. iii) Local Campaigning against HIV. v) Health awareness among the malnutrition, Eye check-up, Iron deficiency, diet chart supplied among the neighbouring villages of the College.
>
> Best Practice II: Provide ICT enabled teaching to the students.

Provide the details in annexure (Annexure V)

7.4 Contribution to environmental awareness / protection:

> i.. Using less smokeless fuel in the Hostel premises.
> ii. Tree plantation in rainy season.
> iii. To produce the college campus a plastic free zone.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

> • The undergraduate courses (Honours & General) offered by each department aim to bring its concentrators to a point where they can understand and evaluate what is occurring in the world around them and at the same time plan their future.
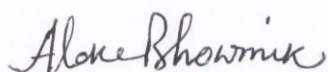
- Most of the departments have witnessed many ups and downs over the years, thereby gaining strength and gathering some weaknesses as well, in the process. Quite a considerable percentage of the students who have crossed the UG level from these departments, have moved on to join PG courses at various universities. Most of the students who have graduated from these departments since the inception of the college have been placed in various occupations.
- A harmonious environment, close family like interaction that is stimulating for teachers and students, prevail in all the departments. The teaching faculty truly enjoys talking with and working with the undergraduates. Students are welcome during college hours, after classes are over and even at home on holidays. They can seek advice and counsel on issues ranging from programmes of study, career plans, and study habits and on personal problems. The teachers also gladly help the students in preparing for various professional examinations by providing guidance and books from their personal collections, sometimes even by borrowing from the library.
- Perhaps the most important resource to the students of any department is the wealth of experience, enterprise and creativity of the teachers concerned. Our college can boast of its sincere, capable and motivated teachers who constantly try to monitor their students and motivate them to develop eagerness to orient themselves towards overall betterment.

8. Plans of institution for next year

For the coming year, following developmental programmes have been proposed:
1. Opening of Honours course in Mathematics.
2. Providing Smart room all Hons. subject.
3 Providing more toilets to Girl students.
4. Providing more class rooms.
5. Providing more living rooms in the Boys' Hostel.

Name: ALOKE BHOWMIK   *Name SWAPAN KUMAR BISWAS*

_____   _____

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

Coordinator
I.Q. A. C
Khatra Adibasi Mahavidyalaya

Teacher-in-Charge
Khatra Adibasi Mahavidyalaya
Khatra :: Bankura

_____***____

Annexure - I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

●●●

ACADEMIC CLENDER 2012-13

First half of the session: 1st July2012– 31st December 2012					
Month & Year	**Week**	**Date in the Week**	**Purpose of Holidays**	**Number of No Class Days/Holidays**	**Number of days for holding classes & examinations**
July 2012	1st	July (01-07)	Sunday - 01.07.12; Sabebarat - 06.07.12	02 days	05 days
July2012	2nd	July (08-14)	Sunday - 08.07.12	01 day	06 days
July2012	3rd	July (15-21)	Sunday - 15.07.12	01 day	06 days
July2012	4th	July (22-28)	Sunday - 22.07.12	01 day	06 days
July-Aug 2012	5th	July 29-Aug 04	Sunday - 29.07.12; Rakhi Purnima - 02.08.12	02 days	05 days
July2012	6th	Aug (05-11)	Sunday - 05.08.12; Janmastami - 09.08.12	02 days	05 days
Aug2012	7th	Aug (12-18)	Sunday - 12.08.12; Ind. Day – 15.08.12 Manasa Puja – (17-18).08.12	04 days	03 days
Aug2012	8th	Aug (19-25)	Sunday- 19.08.12; Id-ul-Fiter – (19-20).08.12	02 days	05 days
Aug-Sept 2012	9th	Aug 26-Sept 01	Sunday - 26.08.12	01 day	06 days
Aug2012	10th	Sept (02-08)	Sunday - 02.09.12; Gandhiji's B'Day - 02.10.12	01 day	06 days
Sept2012	11th	Sept (09-15)	Sunday - 09.09.12	01 day	06 days
Sept 2012	12th	Sept (16-22)	Sunday - 16.09.12;Viswakarma Puja - 17.09.12	02 days	05 days
Sept 2012	13th	Sept (23-29)	Sunday - 23.09.12	01 day	06 days
Sept-Oct 2012	14th	Sept 30-Oct 06	Sunday - 30.09.12	01 day	06 days
Oct2012	15th	Oct (07-13)	Sunday - 07.10.12	01 day	06 days
Oct2012	16th	Oct (14-20)	Sunday - 14.10.12; Mahalaya - 15.10.12 Puja Holidays – (19-20).10.12	04 days	03 days
Oct2012	17th	Oct (21-27)	Sunday - 21.10.12; Puja Holidays –(22-27).10.12 Id-Ud-Zoha – 27.10.12	07 days	Nil
Oct-Nov 2012	18th	Oct 28- Nov 03	Sunday - 28.10.12; Puja Holidays –(29.10-03.11).12	07 days	Nil
Oct 2012	19th	Nov (04-10)	Sunday - 04.10.12; Puja Holidays – (05-10).12.12	07 days	Nil
Nov 2012	20th	Nov (11-17)	Sunday - 11.11.12; Puja Holidays – (12-17).11.12	07 days	Nil
Nov 2012	21st	Nov (18-24)	Sunday &College Foundation Day& Puja Holiday-18.11.12Jagadhatri Puja - 22.11.12	02 days	05 days
Nov-Dec 2012	22nd	Nov 25-Dec 01	Sunday& Muharram - 25.11.12; Guru Nanak's B'day - 28.11.12	02 days	05 days
Dec 2012	23rd	Dec (02-08)	Sunday - 02.12.12	02 days	05 days
Dec 2012	24th	Dec (09-15)	Sunday - 09.12.12	01 day	06 days
Dec 2012	25th	Dec (16-22)	Sunday - 16.12.12	01 day	06 days
Dec 2012	26th	Dec (23-29)	Sunday - 23.12.12; X-Mas - 25.12.12	02 days	05 days
Dec 2012	27th	Dec (30-31)	Sunday – 30.12.12	01 day	01 day
Total (1st half of the year, i.e. 1st July 2012 – 31st December 2012)				**66 days**	**118 days**

Second Half of the session: 1st January 2013 -30th June 2013					
Month & Year	**Week**	**Date in the Week**	**Purpose of Holidays**	**Number of No Class Days/Holidays**	**No. of days Available for Classes & exams**
Jan 2013	27th	Jan(01-05)	New Year Day – 01.01.2013	01 day	04 days
Jan 2013	28th	Jan (06-13)	Sunday - 06.01.13	01 day	06 days
Jan 2013	29th	Jan (13-19)	Sunday - 13.01.13; Pous Sankranti - 14.01.13; Ahera – 15.01.13	03 days	04 days
Jan 2013	30th	Jan (21-26)	Sunday- 21.01.13; Netaji's Birth Day – 23.01.13 Fateha-Douz-Daham- 25.01.13; Republic Day – 26.01.13	04 days	03 days
Jan - Feb 2013	31st	Jan 27 – Feb 02	Sunday - 27.01.13	01 day	06 days
Feb 2013	32nd	Feb(03-09)	Sunday - 03.02.13	01 day	06 days
Feb 2013	33rd	Feb (10-16)	Sunday - 10.02.13; Saraswati Puja – (15-16).02.13	03 days	04 days
Feb 2013	34th	Feb (17-23)	Sunday - 17.02.13	01 day	06 days
Feb - Mar 2013	35th	Feb 24 – Mar 02	Sunday - 24.02.13	01 day	06 days
Mar 2013	36th	Mar (03-09)	Sunday - 03.03.13	03 days	04 days
March 2013	37th	March (10-16)	Sunday &Shibaratri - 10.03.13	01 day	06 days
March 2013	38th	March (17-23)	Sunday - 17.03.13	01 day	06 days
March 2013	39th	March (24-30)	Sunday- 24.03.13; Dolyatra – (27-28).03.13;Good Friday - 29.03.13	04days	03 days
Mar-Apr2013	40th	Mar 31 - Apr06	Sunday - 31.03.13	01 day	06 days
April 2013	41st	April (07-13)	Sunday - 07.04.13	03 days	04 days
April 2013	42nd	April (14-20)	Sunday& Chaitra Sankranti - 14.04.13; Naba Barsa - 15.04.13	02 days	05 days
April 2013	43rd	April (21-27)	Sunday - 21.04.13	01 day	06 days
Apr-May 2013	44th	Apr 28–May 04	Sunday - 28.04.13; May Day - 01.05.13	02 days	05 days
May 2013	45th	May (05-11)	Sunday - 05.05.13;Rabindrajayanti - 09.05.13	02 days	05 days
May 2013	46th	May (12-18)	Sunday - 12.05.13; Summer Recess - (16-18).05.13	04 days	03 days
May 2013	47th	May (19-25)	Sunday - 19.05.13; Summer Recess - (20-25).05.13	07 days	Nil
May-June 2013	48th	May 26-June 01	Sunday - 26.05.13; Summer Recess –27.05.13-01.06.13	07 days	Nil
June 2013	49th	June (02-08)	Sunday - 02.06.13; Summer Recess - (03-08).06.13	07 days	Nil
June 2013	50th	June (09-15)	Sunday - 09.06.13; Summer Recess - (10-15).06.13	07 days	Nil
June 2013	51st	June (16-22)	Sunday - 16.06.13	01 day	06 days
June 2013	52nd	June (23-29)	Sunday - 23.06.13	01 day	06 days
June 2013	53rd	June (30)	Sunday – 30.06.13	01 day	Nil
Total (2nd half of the year, i.e. 1st January 2013 – 30th Jun 2013)				**71 days**	**110 days**
Total = 1st half + 2nd half of the year i.e. 1st July2012 -30th June 2013				**137 days**	**228 days**

Total No. of days available for holding classes & Exams.	**228 days**
College Examination	12 days
Fresher's Welcome	01 day
Annual Social Function	01 day
Annual Sports	01 day
Election of the Student's Council	01 day
Principal's discretion	04 days
Available Teaching Days (Net)	**208 days**

ANNEXUR - III

FEED BACK

Random feedback of 3rd year Hons. Students of 212 -13was received. On the basis of the analytical report of that feedback the IQAC has come to the following observation.

Observations are as follows-

1. Teaching quality of the teachers is satisfactory to most of the students.

2. The syllabus of all the Hons. Subjects completed within the stipulated time.

3. A major section of the teachers used reference books regularly and also suggested to the students about those reference books.

4. The students are also satisfied regarding the internal evaluation of the college.

5. Most of the students have a demand of more spacious reading room and more text book and reference books.

6. There is also a demand for installation of aquaguard at the different point of the college campus for purified drinking water.

7. The students have demanded for ICT enabled classrooms.

8. The students have sought for internet accessibility.

9. Modernisation of play ground of the college campus is another suggestion of the students.

10. More classrooms are required.

11. Number of teachers should be increased.

12. From feedback it seems that there is a demand for infrastructural development of college Hostel.

13. The students expects more innovative (Study tour, surveys, field work etc.) teaching learning process.

ANNEXURE - IV

Plan of Action	Action Taken
1. To improve infrastructural facilities.	Purchased another 20KV generator
2. To purchase equipments for Smart classroom, colour laser printers, Sports equipments for physical education department , lab equipments for physics and chemistry department	Purchased equipments for smart class room, sports equipments and lab equipments for physics and chemistry department,
3. To increase in number of computers	04 desktop and 04 laptop purchased.
4. Extension of building and other infrastructural facilities.	Ongoing.

Best Practice - I

1. Title of the Practice I: Environmental as well as health awareness programmes are carried out by the teams of NSS and NCC. IQAC tries to make the college campus a green campus by making plastic free zone.

Following are the goals:

   i)   To develop environ friendly mentality among student.
   ii)   To prepare them to provide unconditional, selfless service in the time of national disaster, natural calamities and whenever the nation requires them in the period of emergency.
   iii)   To teach them to help the economically and socially weaker section and the women

   iv)   To train them to expand the consciousness of environment, general health, ecology among the neighbouring people when they work in the adopted villages.

3. Context: Environment awareness

4. The Practice: Environmental as well as health awareness programmes are carried out by the teams of NSS and NCC. IQAC tries to make the college campus a green campus by making plastic free zone.

5. Evidence of success: Green corridor of the college.

6. Problem Encountered: Adverse environment due to deforestation is one of the problem to protect natural flora and fauna.

Best practice – II

1. Title of the Practice II: Provide ICT enabled teaching to the students

2. Concept: In the age of globalisation it is inevitable to introduce ICT.

Goals: Following are the goals:

   i)   Acquainted the Teachers and students to the ICT.
   ii)   Use latest and upgraded educational technology.

3. Context: Use of modern educational technology

4 The Practice: Use laptop and LCD Projector.

5. Evidence of success: Students are benefitted.

6. Problem Encountered: Paucity of fund.