The Annual Quality Assurance Report (AQAR) of the IQAC

2016-17

KhatraAdibasiMahavidyalaya

P.O. - Khatra, Dist – Bankura

Pin - 722140

The Annual Quality Assurance Report (AQAR) of the IQAC

KhatraAdibasiMahavidyalaya, Khatra, Bankura

Part – A

AQAR for the year

> 2016-17

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) 8900057220/9434330646

Name of the Head of the Institution:

> DR. PARTHASAROTHI HATI

Tel. No. with STD Code:

> (+91) 03243-255561

Mobile:

> (+91) 8900057220/9434330646

Name of the IQAC Co-ordinator:

ALOKE BHOWMIK

Mobile:

+91 9475623715

IQAC e-mail address:

kamnaac@gmail.com

1.3 NAAC Track ID

WBCOGN13295

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(SC)/18/A&A/78.2 dated 05/11/2016

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	B+	2.64	2016	5 YEARS
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

   ii. AQAR_2011-12_Sent to NAAC on 28/12/2015

   iii. AQAR_2012-13_Sent to NAAC on 28/12/2015

   iv. AQAR_2013-14_Sent to NAAC on 28/12/2015

v. AQAR_2014-15_Sent to NAAC on 29/12/2015

vi. 1st AQAR after last Assessment and Accreditation by NAAC on Sept, 2016

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 | √ | | |

| 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 (PhysEdu) | | √ |

| TEI (Edu) | | Engineering | | Health Science | | Management | |

Others   (Specify)   . Nil

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

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

Autonomy by State/Central Govt. / University   Nil

University with Potential for Excellence   Nil   UGC-CPE   Nil

DST Star Scheme	Nil	UGC-CE	Nil
UGC-Special Assistance Programme	Nil	DST-FIST	Nil
UGC-Innovative PG programmes	Nil	Any other (*Specify*)	....
UGC-COP Programmes	Nil		

2. IQAC Composition and Activities

2.1 No. of Teachers — 07

2.2 No. of Administrative/Technical staff — 02

2.3 No. of students — Nil

2.4 No. of Management representative — 01

2.5 No. of Alumni — 01

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 — 12

2.10 No. of IQAC meetings held — 04

2.11 No. of meetings with various stakeholders: No. 04   Faculty 02

Non-Teaching Staff &Students 01   Alumni 01   Others Nil

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

NA

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. | Nil | International | Nil | National | Ni | StateIn | Nil | Level | Nil

(ii) Themes | ....

2.14 Significant Activities and contributions made by IQAC:

- Upgradation of college website as per advice of the IQAC.

- Upgradation of college admission software for online admission of 2017-18.

- Upgradation of college office management software CAMS 3.0 as per IQAC guidelines.

- Modernization of library management system by SOUL 2.0.

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.	Arrange the procedure for inspection by UGC of the ground floor of Boys' Hostel for further receive residual portion of the grant for further construction of the 1st floor.
2. Construction of Girls' Hostel	Completion of the Girls Hostel is on the verge of completion so other necessary arrangement like electrification improvement of campus etc. has been taken up by the college authority.
3.To increase in number of books in library	Purchase books from college fund.
4. Extension of building and other infrastructural facilities.	Grant has been received from PUP, Govt. of West Bengal (Rs. 31,97,960.00/-) for the construction of a new gymnasium Hall. The work has also been started and will be completed in the coming academic season.

	The E-tender process has been initiated and completed for the Grant received for construction of class rooms and extension of library building funded by the Govt. of West Bengal Higher Education department (Rs. 60,00,000.00/-).
5. Establishment of Virtual Class room	Completed and using by the faculty members for academic purposes.

* Attach the Academic Calendar of the year as Annexure II

2.16 Whether the AQAR was placed in statutory body: Yes √   No ☐

Management ☐ Syndicate ☐ Any other body | Governing Body of the College |

Provide the details of the action taken

Teachers Council, a statutory body as per BankuraUniversity statue, and AQAR is placed before the Teachers Council and Teacher-in- Charge (also Secretary of the TC)requested to convey the suggestion of the IQAC to the Governing Body and Development Sub –Committee of the College. Governing Body of the College accepted the AQAR 2016-17.

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	12			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	12			
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	Nil
Trimester	Nil
Annual	12

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 Bankura University

1.5 Any new Department/Centre introduced during the year. If yes, give details.   01 (Chemistry Hons.)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
14	14	Nil	Nil	Nil

2.2 No. of permanent faculty with Ph.D. | 04 |

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
00	08						01	00	09

2.4 No. of Guest and Visiting faculty and Temporary faculty | 19 | | Nil | | 14 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	40	36
Presented papers	02	06	Nil
Resource Persons	Nil	Nil	Nil

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

2.7 Total No. of actual teaching days: | 230 |

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

| The College has nothing to do in this matter. |

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

2.10 Average percentage of attendance of students | 71% |

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)	78		8.58	46.02		54.60
B. Sc(Hons)	2		50.0	50.0		100.0
B .Com(Hons)						
B. A (Gen)	301			5.65	19.93	25.58
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	01
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	16	04	---	---
Technical Staff	01	--	----	---

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 major &minor research projects in the Institute

3.2Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	02	04
Non-Peer Review Journals	---	---	12
e-Journals	--	---	---
Conference proceedings	---	--	--

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				
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. | 01 | Chapters in Edited Books | 09 |

ii) Without ISBN No. | 01 |

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

3.13 No. of collaborations | Nil | 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 | 02   State level | Nil

National level   International level | Nil   Nil

3.23 No. of Awards won in NSS:

University level | Nil   State level | Nil

National level   International level | Nil   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 | 05

NCC | 03   NSS | 03   Any other | NA

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

- NSS and NCC units actively participated in making awareness campaign for blood donation and general health.
- The unites also actively participated in making awareness campaign for safe drive save life.

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	30	00	----	30
Laboratories	05	00	UGC, State govt. & Own	05
Seminar Halls	03	00		03
No. of important equipment's purchased (≥ 1-0 lakh) during the current year.	03	Nil		03
Value of the equipment purchased during the year (Rs. in Lakhs)	₹31,40,116/-	₹11,00,000/-	UGC, STATE GOVT.&OWN	₹42,40,116/-
Others				

4.2 Computerization of administration and library

The entire administrative works of the College have been computerised. The Library services is fully automated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20803	1068517	255	74815	21058	1143332
Reference Books	8832	544398	110	32064	8942	576462
e-Books	100000+	6000	--	--	100000+	6000
Journals	24	52188			24	52188
e-Journals	6000	5000			6000+	5000
Digital Database						
CD & Video	51	7000	--	--	51	7000
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	61	05	61	06	00	14	31	00
Added	01	--	01	--	00	--	01	00
Total	62	05	62	06	00	14	32	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 each departments (GENERAL) have been provided with a Laptop. With internet facilities. All computers of the college has been provided with internet connectivity.

4.6 Amount spent on maintenance in lakhs:

i) ICT | 0.2460 |

   ii) Campus Infrastructure and facilities | 3.69 |

   iii) Equipment's | 0.89 |

iv) Others | 0.42 |

Total : | 5.24 |

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 Unit test twice (For Hons. students only)
> - Annual test examinations conducted before the final examination of the University

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3158	...	.....	.....

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
1699	53.79

Women

No	%
1459	46.21

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1212	615	864	540	02	3231	1171	568	799	570	14	3158

Demand ratio:1:2.0   Dropout %: 35

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

> Remedial coaching offered to Students aspiring for competitive examination.

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

5.5 No. of students qualified in these examinations

NET | ---- | SET/SLET   GATE | ... | CAT | ... | | .... |

IAS/IPS etcState PSC | · | UPSC | ... | Others | | | 18 (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
01	90	04	NA

5.8 Details of gender sensitization programmes

The Teachers Council insists teachers to sensitise general students about gender sensitization matters, awaking them about sexual harassment taking place in different parts of the country, awareness in respect of existing legal protection etc

5.9 Students Activities

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

State/ University level | 12 | 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	782	₹ 81,814/-
Financial support from government	2114	₹ 1,81,41,650/-
Financial support from other sources	80	₹ 1,00,000/-
Number of students who received International/ National recognitions		

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 , health awareness programme and awareness on safe drive save life programme.

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: Better employment and better citizenship.
Mission: To educate the students, develop a pollution free green campus.

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

College follows Curriculum Development as provided by the University.

6.3.2   Teaching and Learning

Continuous improvement of teaching methodology through ICT.

6.3.3   Examination and Evaluation

Regular class test, Unit test and test examination before the commencement of The University examination, review of result analysis.

6.3.4   Research and Development:

Initiatives were taken to motivate the students for conducting micro-level research work.

6.3.5   Library, ICT and physical infrastructure / instrumentation

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

6.3.6   Human Resource Management   Nil

6.3.7   Faculty and Staff recruitment

Sending proposal repeatedly to the concerned authorities of the State (W.B) stating the exact vacancy position.

6.3.8   Industry Interaction / Collaboration: Nil

6.3.9   Admission of Students:

Newspaper advertisement, uploading in College Website ,pasting all admission related matters in the College Notice Board and pasting the same in some important places of the locality.

6.4 Welfare schemes for teaching non-teaching and students:

Teaching	Sasthyasathi Prakalpa(Health insurance Plan provided by the Govt. Of W.B.)
Non teaching	Sasthyasathi Prakalpa(Health insurance Plan provided by the Govt. Of W.B.)
Students	Student Free/Half ship

6.5 Total corpus fund generated: 20 lacs.

6.6 Whether annual financial audit has been done   Yes √   No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	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 and 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

Though the College has no formal Alumni Association, however, our ex- students are highly active and are always involved in the overall development of the institution and help the running students in various ways at a large.

6.12 Activities and support from the Parent – Teacher Association

There is no formal parent- teacher association in our College. But senior faculty members of our College meet the parents locally in many occasions and gather feedback which virtually come to us and enrich our understanding. It is followed for effective implementation of the academic plan.

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 student union every year. iii) Campaigning against HIV. v) Health awareness programme in the adopted villages.

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 are supplied to all the students by their respective departments.

- Teaching through power-point presentation in all Honours and pass departments.

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 .Continuous counselling and warning Notices improved the attendance of the students as a whole.

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:Service provided by NCC cadets & NSS volunteers for campus cleaning and development of health awareness in adopted villages.
> Best PracticeII:Preservation and conservation of Bio diversity.

Provide the details in annexure (Annexure V)

7.4 Contribution to environmental awareness / protection:

> i.. Using eco-friendly fuel in the Boys Hostel
> ii. Tree plantation in rainy season
> iii. To make the college campus a plastic free zone
> iv. Took active part in "Nirmal Bangla "Avijhan
> v. Took active part in ''safe Drive and Save Life" Programme of govt. Of W.B.

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.
>
> - Most of the departments have witnessed poor attendance, which is very alarming for the institution and the authority is serious considering about the matter and already taken few steps to curb down the tendency.
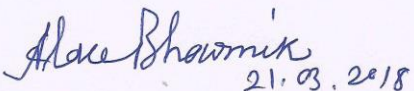
8. Plans of institution for next year

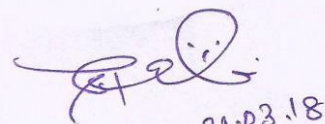For the coming year, following developmental programmes have been proposed:
1. Boundary wall for the remaining portion of the College campus be done.
2. To open Honours Course in Geography and Education .
5. Use of free and open source Software for operating computers.
6. To collect artefacts from various places and also archaeology remaining's from various sources for College Museum.
7. To publish journals with ISSN number.
8. To upgrade the laboratories in an advances level.
9. To increase the number of smart class rooms.
10. To increase the number of books in Library.
11. To increase the number of computer and laptop.

Name: ALOKE BHOWMIK   *Name: Dr. ParthasarathiHati*

_____   _____

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

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ANNEXURE -II

ACADEMIC CALENDER-2016-17

First half of the session: 1st July 2016 – 31st December 2016					
Month & Year	Week	Date in the Week	Purpose of Holidays	Number of No Class Days/Holidays	Number of days for holding classes & examinations
July 2016	1st	July (01-03)	Sunday - 03.07.16	01 day	02 days
July 2016	2nd	July (04-10)	Id-ul-Fiter – 6-7.07.16; Sunday - 10.07.16	03 days	04 days
July 2016	3rd	July (11-17)	Sunday - 17.07.16	01 day	06 days
July 2016	4th	July (18-24)	Sunday – 24.07.16	01 day	06 days
July-Aug 2016	5th	July 25 - July 31	Sunday - 31.07.16	01 day	06 days
July 2016	6th	Aug (01-07)	Sunday - 07.08.16	01 day	06 days
Aug 2016	7th	Aug (08-14)	Sunday - 14.08.16	01 day	06 days
Aug 2016	8th	Aug (15-21)	Sunday - 21.08.16; Ind. Day – 15.08.16; Manasa Puja – 17.08.16; RakhiPurnima - 18.08.16	04 days	03 days
Aug 2016	9th	Aug (22-28)	Sunday & Janmastami - 28.08.16	01 day	06 days

Month & Year	Week	Date in the Week	Purpose of Holidays	Number of No Class Days/Holidays	No. of days Available for Classes & exams
Aug-Sept 2016	10th	Aug 29 – Sept 04	Sunday - 04.09.16	01 day	06 days
Sept 2016	11th	Sept (05-11)	Sunday - 11.09.16	01 day	06 days
Sept 2016	12th	Sept (12-18)	Sunday - 18.09.16; Id-ud-Zoha- (12-13).09.16 Viswakarma Puja - 17.09.16	04 days	03 days
Sept 2016	13th	Sept (19-25)	Sunday - 25.09.16	01 day	06 days
Sept-Oct 2016	14th	Sept 26-Oct 02	Sunday & Gandhiji'sB'Day - 02.10.16; Mahalaya - 30.09.16	02 days	05 days
Oct 2016	15th	Oct (03-09)	Sunday - 09.10.16; Puja Holidays –(06-08).10.16	04 days	03 days
Oct 2016	16th	Oct (10-16)	Sunday - 16.10.16; Puja Holidays –(10-15).10.16	07 days	Nil
Oct 2016	17th	Oct (17-23)	Sunday - 23.10.16; Puja Holidays –(17-22).10.16	07 days	Nil
Oct 2016	18th	Oct (24-30)	Sunday - 30.10.16; Puja Holidays –(24-29).10.16	07 days	Nil
Nov 2016	19th	Oct 31 – Nov 06	Sunday - 06.11.16; Puja Holidays –(31.10-03.11).16	05 days	02 days
Nov 2016	20th	Nov (07-13)	Sunday - 13.11.16	01 day	06 days
Nov 2016	21st	Nov (14-20)	Sunday - 20.11.16; Guru Nanak's Day - 14.11.16; College Foundation Day - 18.11.16	03 days	04 days
Nov 2016	22nd	Nov (21-27)	Sunday - 27.11.16	01 day	06 days
Nov-Dec 2016	23rd	Nov 28-Dec 04	Sunday - 04.12.16	01 day	06 days
Dec 2016	24th	Dec (05-11)	Sunday - 11.12.16	01 day	06 days
Dec 2016	25th	Dec (12-18)	Sunday - 18.12.16; FathehaDouzDaham – 13.12.16	02 days	05 days
Dec 2016	26th	Dec (19-25)	Sunday & X-Mas - 25.12.16	01 day	06 days
Dec 2016	27th	Dec (26-31)	Nil	Nil	06 days
Total (1st half of the year, i.e. 1st July 2016 – 31st December 2016)				**63 days**	**121 days**

Second Half of the session: 1st January 2017 -30th June 2017					
Month & Year	Week	Date in the Week	Purpose of Holidays	Number of No Class Days/Holidays	No. of days Available for Classes & exams
Jan 2017	27th	January 01	Sunday & New Year's Day - 01.01.17	01 day	06 days
Jan 2017	28th	January (02-08)	Sunday - 08.01.17	01 day	06 days
Jan 2017	29th	January (19-15)	Sunday - 15.01.17	01 day	06 days
Jan 2017	30th	January (16-22)	Sunday - 22.01.17	01 day	06 days
Jan 2017	31st	January (23-29)	Netaji's Birth Day – 23.01.17; Republic Day - 26.01.17; Sunday - 29.01.17	03 days	04 days
Jan-Feb 2017	32nd	Jan 30 - Feb 05	Saraswati Puja - 01.02.17; Sunday - 05.02.17	02 days	05 days
Feb 2017	33rd	Feb (06-12)	Sunday - 12.02.17	01 day	06 days
Feb 2017	34th	Feb (13-19)	Sunday - 19.02.17	01 day	06 days
Feb 2017	35th	Feb (20 – 26)	Sunday - 26.02.17; Shibaratri – 24.02.17	02 days	05 days
Feb-Mar 2017	36th	Feb 27 – Mar 05	Sunday – 05.03.17	01 day	06 days
March 2017	37th	Mar (06-12)	Sunday & Dolyatra - 12.03.17	01 day	06 days
March 2017	38th	March (13-19)	Sunday - 19.03.17	01 day	06 days
March 2017	39th	March (20-26)	Sunday - 26.03.17	01 day	06 days
Mar-Apr 2017	40th	Mar 27 – Apr 02	Sunday - 02.04.17	01 day	06 days
April 2017	41st	April (03-09)	Sunday - 09.04.17	01 day	06 days
April 2017	42nd	April (10-16)	Sunday - 16.04.17; Good Friday & ChaitraSankranti - 14.04.17 NabaBarsa - 15.04.17	03 days	04 days
April 2017	43rd	April (17-23)	Sunday - 23.04.17	01 day	06 days
April 2017	44th	April (24-30)	Sunday - 30.04.17	01 day	06 days
May 2017	45th	May (01-07)	May Day - 01.05.17; Sunday - 07.05.17	02 days	05 days
May 2017	46th	May (08-14)	Sunday - 14.05.17; Rabindrajayanti - 09.05.17	02 days	05 days
May 2017	47th	May (15-21)	Sunday - 21.05.17; Summer Recess – (15-20).05.17	07 days	Nil
May 2017	48th	May (22-28)	Sunday - 28.05.17; Summer Recess – (22-27).05.17	07 days	Nil
May-June 2017	49th	May 29-June 04	Sunday - 04.06.17; Summer Recess – (29.05 - 03.06).17	07 days	Nil
June 2017	50th	June (05-11)	Sunday - 11.06.17; Summer Recess – (05-10).06.17	07 days	Nil
June 2017	51st	June (12-18)	Sunday - 18.06.17; Summer Recess – (12-17).06.17	07 days	Nil
June 2017	52nd	June (19-25)	Sunday 25.06.17; Summer Recess – 19.06.17	02 days	05 days
June 2017	53rd	June (26-30)	Nil	Nil	05 days
Total (2nd half of the year, i.e. 1st January 2017 – 30th Jun 2017)				**66 days**	**116 days**
Total = 1st half + 2nd half of the year i.e. 1st July 2016 - 30th June 2017				**128 days**	**237 days**

Total No. of days available for holding classes & Exams.	**237 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	03 days
Available Teaching Days (Net)	**218 days**

ANNEXURE-III

FEED BACK

Random feedback of 3rd year Hons. Students of 2016-17 was 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 and E-Books .

7. The students have demanded for more ICT enabled classrooms.

8. Modernisation of playground of the college campus is another suggestion of the students.

9. More classrooms are required.

10. Number of teachers should be increased.

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

ANNEXURE- IV

Plan of Action	Achievements
1. To improve infrastructural facilities.	Construction work of ground floor of Boys' Hostel and class-room has been completed.

2. Construction of Girls' Hostel	Process is going on. Ground floor is completed electrification is pending due to technical ground. Grants received from UGC 40 lac and college contribution 20 lac. Implementing agency – Public Works Department (Civil Wing), Govt. of West Bengal.
3.To increase in number of books in library	Purchased books from college fund.
4. Extension of building and other infrastructural facilities.	Technical process is going on. Grant has been received from Govt. of West Bengal (Rs. 90 lac).

ANNEXURE-V

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 and also tries to make the campus tobacco free campus .

Following are the goals:

i)   To develop environment 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.

v) To make the campus Tobacco free.

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: (i) Orchard and Green corridor of the college, (ii) vast biodiversity of the campus.

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 I: 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) Increased internet connectivity.

ii) create wi-fi zone in campus

iii) Acquainted the Teachers and students to the ICT.

iv) 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: Lack of fund.