

ANANDA CHANDRA COLLEGE

JALPAIGURI, WEST BENGAL



THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) 2013-14

Prepared by

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

NAAC Accredited - B++

ANANDA CHANDRA COLLEGE

(GOVERNMENT SPONSORED)
Affiliated to University of North Bengal

P.O. & Dist. - Jalpaiguri
Pin - 735 101 West Bengal
INDIA



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Ref. No.

Date

27.12.2015

To
The Co-ordinator
National Assessment and
Accreditation Council (NAAC)
P.O. Box No. 1075
Nagarabhavi, Bangalore- 560072
Karnataka

Sub : Submission of Annual Quality Assurance Report 2013-14

Sir,

The Annual Quality Assurance Report for the year 2013-14 of the college has been submitted on 27.12.2015. Kindly do the needful and oblige.

Thanking you

Yours faithfully

(Dr. Dhiraj Kumar Basak)

Principal

Principal
Ananda Chandra College
Jalpaiguri



The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2013-14

I.Details of the Institution

1.1 Name of the Institution

Ananda Chandra College

1.2 Address Line 1

Collegepara

Address Line 2

P.O. &Dist - Jalpaiguri

City/Town

Jalpaiguri

State

West Bengal

Pin Code

735101

Institution e-mail address

accjal@gmail.com

Contact Nos.

03561 - 255554

Name of the Head of the Institution:

Dr.Dhiraj Kumar Basak

Tel. No. with STD Code:

03561 - 257947

Mobile:

9434810683

Name of the IQAC Co-ordinator:

Dr. AsimBasu

Mobile:

7584976450 / 9832317153

IQAC e-mail address:

iqacacc@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

WBCOGN11593

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/33/460 dated 16-09-2004

1.5Website address:

www.accollege.org

Web-link of the AQAR:

http://accollege.org/media_uploads/naac/AQAR2013_14.pdf

1.6Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺⁺	81.55	2004	2004-2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

01.01.2014

1.9Details of the previous year's AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11submitted to NAAC on 12-10-2011)

- AQAR 2014-15 submitted to NAAC on 27/12/2015
- AQAR 2013-14 submitted to NAAC on 27/12/2015
- AQAR 2012-13 submitted to NAAC on 27/12/2015
- AQAR 2011-12 submitted to NAAC on 27/12/2015

1.10 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
NCTE								
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>		
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>		
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>				

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input type="checkbox"/>	Law	<input type="checkbox"/>	PEI(PhysEdu)	<input checked="" type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others(Specify)	<input type="text" value="Nil"/>								

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

University of North Bengal

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

Autonomy by State/Central Govt. / University	<input type="text" value="No"/>		
University with Potential for Excellence	<input type="text" value="No"/>	UGC-CPE	<input type="text" value="No"/>
DST Star Scheme	<input type="text" value="No"/>	UGC-CE	<input type="text" value="No"/>

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2.IQACComposition and Activities

2.1No. of Teachers	<input type="text" value="06"/>
2.2No. of Administrative/Technical staff	<input type="text" value="0"/>
2.3No. of students	<input type="text" value="01"/>
2.4No. of Management representatives	<input type="text" value="0"/>
2.5No. of Alumni	<input type="text" value="0"/>
2. 6No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10No. of IQAC meetings held	<input type="text" value="02"/>

2.11 No. of meetings with various stakeholder 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

Does not arise

2.14 Significant Activities and contributions made by IQAC

Training for teachers & Non-Teaching Staff in computer use

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
Planned to write work diary & teaching plan	Executed through training

** 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

Governing Body of the college approve the plan of action after a detailed discussion with college authorities and formal sanction is given. The Governing Body further review the Statement made by the principal regarding the activities done as stated in the report.

Part – B

Criterion – I

I. 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	01	01		
PG			01	
UG	128	0	02	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	129	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	√

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.

The syllabus is prepared and revised by affiliating university from time to time

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
37	30	06	0	01

2.2 No. of permanent faculty with Ph.D.

27

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
0	13							0	13

2.4 No. of Guest and Visiting faculty and Temporary faculty

--	--	--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	04	02
Presented papers	01	02	01
Resource Persons			

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

Power Point presentation / Interactive Board /Film show etc. Student-centred teaching strategies were introduced. Regular educational excursions in Botany, Zoology and Physiology Departments are held.

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

188

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

Double Evaluation

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

07

2.10 Average percentage of attendance of students

75.05

2.11 Course/Programme wise distribution of pass percentage :

Level	Programme	Broad Discipline Group Name	Discipline / Subject	Total Number of Students Appeared in Final Year		Total Number of Students Passed / Awarded Degree		Out of Total, Number of Students Passed with 60% or above	
				Total	Girls	Total	Girls	Total	Girls
Under Graduate	B.A.(Hons)-Bachelor of Arts (Hon	Other Social Science	English	47	22	45	22		
Under Graduate	B.Sc.(Hons)-Bachelor of Science	Chemistry	Chemistry	10	4	10	4		
Under Graduate	B.Sc.(Hons)-Bachelor of Science	Mathematics	Mathematics	19	3	13	3		
Under Graduate	B.A.(Hons)-Bachelor of Arts (Hon	Geography	Geography	24	11	24	11		
Under Graduate	B.Sc.(Hons)-Bachelor of Science	Electronics	Computer Science	11	2	10	2		
Under Graduate	B.A.(Hons)-Bachelor of Arts (Hon	Other Social Science	Philosophy	12	6	10	5		
Under Graduate	B.P.Ed.-Bachelor of Physical Ed.	Physical Education	Physical Education	30	11	29	11		
Under Graduate	B.Sc.(Hons)-Bachelor of Science	Life Science	Physiology	10	1	10	1		
Under Graduate	B.A.(Hons)-Bachelor of Arts (Hon	History	History	59	17	38	13		
Post Graduate	M.A.-Master of Arts	Bengali	Bengali	33	19	33	19		
Under Graduate	B.Sc.(Hons)-Bachelor of Science	Physics	Physics	21	3	18	2		
Under Graduate	B.Sc.(Hons)-Bachelor of Science	Botany	Botany	10	5	9	5		
Under Graduate	B.Sc.(Hons)-Bachelor of Science	Bio-Science	Microbiology	16	8	13	7		
Under Graduate	B.A.-Bachelor of Arts	Arts	Arts	601	302	533	271		
Under Graduate	B.A.(Hons)-Bachelor of Arts (Hon	Economics	Economics	3	0	1	0		
Under Graduate	B.Sc.(Hons)-Bachelor of Science	Zoology	Zoology	12	6	11	6		
Under Graduate	B.A.(Hons)-Bachelor of Arts (Hon	Other Social Science	Sanskrit	42	21	37	19		
Under Graduate	B.A.(Hons)-Bachelor of Arts (Hon	Political Science	Political Science	52	14	33	11		
Under Graduate	B.Sc.-Bachelor of Science	Science	Science	113	49	96	42		
Under Graduate	B.A.(Hons)-Bachelor of Arts (Hon	Other Social Science	Bengali	58	32	54	30		
Under Graduate	B.A.(Hons)-Bachelor of Arts (Hon	Education	Education	0	0	0	0	0	0
Under Graduate	B.A.(Hons)-Bachelor of Arts (Hon	Sociology	Sociology	0	0	0	0	0	0

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

IQAC promotes more use of ICT in teaching. IQAC also discuss with the teachers regarding teaching and try to resolve if any problem is brought to its notice.

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	
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	32	2	0	19
Technical Staff	16	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

IQAC encourages the teachers to undergo research work. Several teachers have taken minor/major research project.

3.2 Details 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	0	0	03	03
Outlay in Rs. Lakhs	-	-	7.3	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	07	01	-
Non-Peer Review Journals	0	0	-
e-Journals	-	-	-
Conference proceedings	0	0	-

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	2013-14	UGC	7.3	4.62
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			7.3	4.62

3.7 No. of books published i) With ISBN No.

01

Chapters in Edited Books

01

ii) Without ISBN No.

-

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) UGC

3.10 Revenue generated through consultancy

Nil

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

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

06

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

7.3

From Management of University/College

Total

7.3

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
03		03				

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

0

0

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	<input type="text" value="42"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text" value="5"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>
NCC	<input type="text" value="5"/>	NSS	<input type="text"/>
		Any other	<input type="text"/>

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

- NSS unit organized a three day programme on Voluntary Blood Donation Motivation camp with the help of Siliguri Society for Nature Education and Health Awareness of Siliguri.

- We have organized a seminar on Habit and Habitat of Wild-Life of North Bengal with the help of DFO, Jalpaiguri.
- We have organized a Voluntary Blood Donation Camp at our college campus with the help of North Bengal Medical College and Hospital.
- We have organized a Free-Eye checking camp at our college in collaboration with North Bengal Medical College and Hospital.
- We have organized a Free-Dental check-up camp at our college in collaboration with North Bengal Dental College.

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	22.2 acre			22.2 acre
Class rooms	20	3	College fund	23
Laboratories	09	0	-	09
Seminar Halls	0	0	0	0
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	0	2.5	UGC	2.5
Value of the equipment purchased during the year (Rs. in Lakhs)		4.27	UGC	4.27
Others				

4.2 Computerization of administration and library

- Windows server 2012 is introduced.
- Borrowing and lending facilities are done with the help of SOUL software.
- The existing automated software is upgraded to meet the challenges of the day-to-day technical activities.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value (Rs.)	No.	Value
Text Books	39951		276	86428	40232	
Reference Books	11		05		16	
e-Books						
Journals	24				24	
e-Journals	3800					
Digital Database(NList)		5000				5000
CD & Video	65		07		72	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	28	02	18	02	01	06	12	02
Added	03	0	02	0	0	02	04	0
Total	31	02	19	02	01	08	16	02

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

- Wi-Fi campus
- State- of- the- art automation software has immensely improved the quality of the documentation process
- ICT enabled teaching learning process.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.4
ii) Campus Infrastructure and facilities	1.13
iii) Equipments	2.14
iv) Others	1.01
Total :	4.68

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Letters
- SMS
- Notice boards
- Public address system

5.2 Efforts made by the institution for tracking the progression

Alumni association to have at least one meeting in an academic year

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others

(b) No. of students outside the state

(c) No. of international students

Details of student's enrolment in the college during the current academic year :

Honours	Caste				Caste				Caste				Total Students Category				Total Students
													Wise				
	1ST YEAR				2ND YEAR				3ND YEAR				Gen	SC	ST	OBC	
	Gen	SC	ST	OBC	Gen	SC	ST	OBC	Gen	SC	ST	OBC	Gen	SC	ST	OBC	
BNGH	39	38	03	00	25	48	01	05	23	28	02	07	87	114	06	12	219
BOTH	08	07	02	00	12	04	01	01	06	04	02	01	26	15	05	02	48
CEMH	16	07	01	00	06	08	00	06	04	07	00	03	26	22	01	09	58
CMSH	18	05	01	00	09	06	00	01	04	04	00	02	31	15	01	03	50
ECOH	04	01	01	00	01	00	00	00	00	00	00	00	05	01	01	00	07
EDCH	16	16	02	00	10	04	00	03	00	00	00	00	26	20	02	03	51
ENGH	38	41	06	00	29	25	05	06	37	17	03	04	104	83	14	10	211
GEOH	14	14	03	00	12	17	01	00	10	08	00	03	36	39	04	03	82
HISH	34	38	04	00	37	28	02	05	25	22	04	05	96	88	10	10	204
MCBH	16	06	01	00	15	01	00	01	10	01	00	00	41	08	01	01	51
MTMH	16	12	00	00	11	06	00	02	11	08	00	02	38	26	00	04	68
PHIH	14	08	01	00	05	16	00	01	05	04	00	00	24	28	01	01	54
PHSH	14	07	00	00	07	05	00	04	05	03	00	02	26	15	00	06	47
PHYH	11	08	00	00	14	07	00	00	04	03	00	00	29	18	00	00	47
PLSH	22	27	05	00	30	29	05	02	19	13	00	04	71	69	10	06	156
SANH	17	33	01	00	12	25	01	02	20	19	00	03	49	77	02	05	133
SOCH	17	13	02	00	12	02	00	00	00	00	00	00	29	15	02	00	46
ZOOH	08	10	01	00	15	03	00	00	04	01	00	00	27	14	01	00	32
B.A. PASS	420	500	36	88	406	503	46	92	299	261	15	56	1125	1264	97	236	2722
B.SC. PASS	57	43	03	22	113	56	01	22	64	47	02	12	234	146	06	56	442
M. A.	11	17	01	02	13	16	02	02	-	-	-	-	24	33	03	04	64

Demand ratio :22: 1

Dropout rate in UG and PG (average of the last two batches)

Courses	% of Dropout students
UG	23
PG	14

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<div>01</div>	SET/SLET	<div>0</div>	GATE	<div>0</div>	CAT	<div></div>
IAS/IPS etc	<div></div>	State PSC	<div></div>	UPSC	<div></div>	Others	<div></div>

5.6 Details of student counselling and career guidance

- Counselling is provided to the students who are identified by the teachers during class hours
 - Follow- up procedures are initiated to achieve desired results

No. of students benefitted

12

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

5.8 Details of gender sensitization programmes

Talk by competent faculty/counsellor was arranged for girl students to increase their awareness regarding differences in male and female responses and behaviour. The purpose was to sensitise students to the un-intentional signals that are conveyed by body language and hormonal changes.

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	368	8,09,600
Financial support from government	173	8,17,000
Financial support from other sources		
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 National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- More number of benches and desks were purchased to solve the seating problem of the students in the Language classes
- Toilet facilities refurbished.
- More books were purchased.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

A strong, united and vibrant India where the dark forces of ignorance, poverty, social inequity and needless sufferings are gradually eliminated through the power of knowledge.

MISSION

To make available quality education to the people of the region and empowering the individual with knowledge.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

- The Academic sub-committee of our college in consultation with IQAC peruses the curriculum crafted by the University.

6.3.2 Teaching and Learning

IQAC local committee act as local peer team giving suggestion in the development of the institute.

- The Coordinator is in live contact with each departmental teachers and students.

6.3.3 Examination and Evaluation

Examinations are strictly conducted according to the norms given by North Bengal University.

6.3.4 Research and Development

- Faculty is encouraged to take up research programmes and also make optimum utilisation of college laboratory facilities.
- Faculty carrying out major research projects is provided special laboratory and office space.
- Faculty carrying out minor research projects is provided access to centralised laboratory facilities and necessary infrastructure.
- One JRF (UGC-Rajiv Gandhi National Fellow) joined in the Department of Physiology for Ph.D degree.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is well equipped & having independent teachers & students reading room

6.3.6 Human Resource Management

All faculty members and non teaching staff are involved in different activities

6.3.7 Faculty and Staff recruitment

- Faculty and Staff recruitment is done according to the rules and regulation of Government of West Bengal & UGC norms.
- Guest lecturers are recruited according to merit as selected by the selection committee.

6.3.8 Industry Interaction / Collaboration

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6.3.9 Admission of Students

Admission of students is strictly adhered with counselling and according to the norms of North Bengal University.

6.4Welfareschemes for

Teaching	Credit Society, Gratuity, Pension
Non teaching	Credit Society, Gratuity, Pension
Students	Govt. Scholarship, Non-Govt. Scholarship, Basic Medical facility and Counselling cell, Students Aid Fund

6.5Total corpus fund generated

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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	-	Yes	Principal
Administrative	Yes	University	Yes	Principal

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?

BOS & faculty members of North Bengal University frame the syllabus and examination structure

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

N.A.

6.11 Activities and support from the Alumni Association

Newly formulated Alumni Association has assured all supports

6.12 Activities and support from the Parent – Teacher Association

Suggestions for development of the college

6.13 Development programmes for support staff

- Computer training for non-teaching staff
- Workshop organized by Dept. of Computer Science

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

- Plastic free zone
We are already been able to make our campus plastic free and are determined to keep this status.

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.

- Preservation of old and out of print books by scanning and storing.
- College organised Staff Get-together and picnic. This enhanced feeling of fraternity.
- Student Speeches (Informal) during regular lectures to develop confidence and communication skills.
- Process of Career Advancement Scheme began under the guidance of IQAC.
- A well furnished office and a comfortable Staff Room are granted by the Management.

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

Through Memos the teachers are informed to write self appraisal report and teaching plan and they are periodically examined and attested by the head of institution.

7.3 Give two Best Practices of the institution :

- Career guidance and counselling
- Personalized attention to students through mentoring systems :
Ananda Chandra College, Jalpaiguri, caters to the needs of under privileged students, especially those who are economically weaker and can't afford tuitions conducted outside. Hence, initiatives are taken by the college to conduct classes for those students who are very weak in the respective subjects.

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

7.4 Contribution to environmental awareness / protection

- Environmental tours are conducted for creating awareness among the students
- Environmental studies: subject is compulsory for the first year students
- Projects on Environmental study are given to the students

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

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

Strength:

- Good academic excellence
- Students stand in merit-list in university examinations
- Faculties involved in Paper presentation in National/International conferences
- Awards

Weakness:

- Insufficient infrastructure facilities
- Lack of overhead water reservoir
- The Alumni Association in its formative stage.
- Inadequate teaching as well as non-teaching staff

Opportunities :

- To spread literacy amongst illiterate tribal peoples inhabiting the tea-gardens in the vicinity of the college campus.
- To uplift tribal and rural students who are socio-economically backward
- To create efficient administrators, politicians, powerful youth and strong Indians for the prosperity of the nation
- Development of overall personality of the students to prepare them to face new challenges

Challenges :

- To improve student attendance
- To improve the activities of the Alumni Association
- Development of an eco-friendly campus

8. Plans of institution for next year

- To open more PG departments in near future.
- To complete the work of Girl's hostel.
- To start Students' Safety Insurance Scheme.
- To set up a CCTV monitoring system throughout the campus.
- Setting up of a campus-wide Wi-Fi network.
- Installation of a digital notice board for the ease of students.
- Setting up a solar panel system

Name : Dr. Asim Basu

ABm
3.11.2015

Signature of the Coordinator, IQAC

Coordinator IQAC
Ananda Chandra College
Jalpaiguri

Name : Dr. Dhiraj Kumar Basak

DBasak
23.12.2015

Signature of the Chairperson, IQAC

Principal
Ananda Chandra College
Jalpaiguri

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
