



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		ANANDA CHANDRA COLLEGE
Name of the head of the Institution		Dr. Md. Abdur Razzaque
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03561255554
Mobile no.		9126419304
Registered Email		accjal@gmail.com
Alternate Email		accfeedback@gmail.com
Address		College Para
City/Town		Jalpaiguri
State/UT		West Bengal
Pincode		735101
<b>2. Institutional Status</b>		

Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>Self financed and grant-in-aid</b>
Name of the IQAC co-ordinator/Director	<b>Mr. Prosad Roy</b>
Phone no/Alternate Phone no.	<b>03561257325</b>
Mobile no.	<b>9126419304</b>
Registered Email	<b>accfeedback@gmail.com</b>
Alternate Email	<b>prosad65@gmail.com</b>

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://acccollege.in/new/download/aqar-2016-17/?wpdmdl=3184&amp;refresh=658d2128df69c1703747880">https://acccollege.in/new/download/aqar-2016-17/?wpdmdl=3184&amp;refresh=658d2128df69c1703747880</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="https://acccollege.in/new/download/2017-2018/?wpdmdl=2589&amp;refresh=65815c71da86c1702976625">https://acccollege.in/new/download/2017-2018/?wpdmdl=2589&amp;refresh=65815c71da86c1702976625</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
<b>1</b>	<b>B++</b>	<b>81.55</b>	<b>2004</b>	<b>16-Sep-2004</b>	<b>15-Sep-2009</b>
<b>2</b>	<b>B++</b>	<b>2.88</b>	<b>2016</b>	<b>05-Nov-2016</b>	<b>04-Nov-2021</b>

<b>6. Date of Establishment of IQAC</b>	<b>01-Jan-2014</b>
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Interactive session with eminent scholar A	12-Aug-2017 1	250
Interactive session with eminent scholar B	30-Aug-2017 1	300
Seminar on Netaji S.C. Bose: Life and Relevance	02-Feb-2018 1	300
Photography Competition: An attempt to tap student's creative potentials	04-Sep-2017 3	500
Observance of World Environment Day	05-Jun-2017 1	500

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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Tanmay Datta	Minor Research Project	West Bengal Biodiversity Board	2017 550	200000
Dr. Tanmay Datta	Minor Research Project	DST (WB)	2018 730	499000

[View Uploaded File](#)

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

IQAC has been instrumental in implementing the proposal of launching a Souvenir which would serve as an important milestone in the institution's unabated stride towards providing quality and value education simultaneously.

Towards a holistic quality enhancement initiation, IQAC has played a pivotal role in providing the right platform to students to showcase their talents.

IQAC has played a key role in arranging two different lively interactive sessions of students, teachers and nonteaching members with the illustrious Physicist and alumnus Dr. Subir Sarkar and the reputed Bengali author, critic and alumnus Sri Debesh Roy on 12.08.2017 and 30.08.2017 respectively.

A seminar "Subhas Chandra Basu: Bartaman Bharate tar prasonggikata" was organized by the Teachers' Council and IQAC, A.C.College on 02.02.2018. The eminent speakers were Prof Ananda Gopal Ghosh, Ex-Professor of History, NBU and Prof. Dyutish Chakraborty, Professor of Political science, NBU.

IQAC also played an active role in observing the World Environment Day, 05.06.2017 with the purpose of sounding an alarm on the depletion of the Earth's green cover and also to encourage afforestation. In addition, the Department of Bengali, in collaboration with IQAC, observed International Mother Language Day (Bhasha Shahid Dibas) on 21.02.2018 not only to instill pride in one's native tongue but also to inspire all to guard it against all odds. National Science Day was also celebrated on 28.02.2018.

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

Plan of Action	Achivements/Outcomes
A grand platinum Jubilee Celebration to commemorate the 75 Year completion of the Institution, a centre of academic excellence in the entire North Bengal region.	Done
To give an idea of the rich academic heritage borne by the institution to the present generation of students, teaching and non-teaching members.	Done
Organizing a seminar on the life and relevance of Netaji Subhas Chandra Bose.	Done
To launch a souvenir on the occasion of Platinum Jubilee to preserve the glorious history of this 75 year old institution.	Done
Tapping student's creative potentials, encouraging them to nurture and showcase their potential in all forms	Done

of Arts.					
Providing moral support and infrastructural assistance to make the college stand out in sports and other physical activities.	Done				
<a href="#">View Uploaded File</a>					
14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <th>Name of Statutory Body</th><th>Meeting Date</th></tr> <tr> <td>Governing Body, Ananda Chandra College, Jalpaiguri</td><td>14-Dec-2022</td></tr> </table>		Name of Statutory Body	Meeting Date	Governing Body, Ananda Chandra College, Jalpaiguri	14-Dec-2022
Name of Statutory Body	Meeting Date				
Governing Body, Ananda Chandra College, Jalpaiguri	14-Dec-2022				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2018				
Date of Submission	17-Mar-2018				
17. Does the Institution have Management Information System ?	No				

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Curricular aspects of courses at Ananda Chandra College follow the ordinance and regulations of University of North Bengal. The institution strictly adheres to the Annual Academic Calendar which is prepared according to the University Calendar by the IQAC of our college. Strict adherence to the academic calendar ensures completion of syllabi and various other activities within time. The college at the departmental level with aid of various sub-committees prepares a standard framework and guidelines to suit the various aspects of courses and evaluate its efficacy across the session. The departments work on the three-step mechanism of planning, teaching and evaluation for the effective learning process. The departments hold meetings to discuss and plan in advance to execute the courses efficiently for the said session. Classes are held according to the Time-Table which is prepared prior to the commencement of the academic year by the Routine Sub Committee. Dissemination of the syllabus is done to the faculty members by the respective Head of the Department based on their expertise. Teachers prepare their teaching plans accordingly. Keeping the core fundamentals retained of the course, teachers constantly adopt new methods of instructional techniques and strategies to improve the learning process for

the students. The conventional mode of lecture by chalk and talk method is complemented by the ICT, online class support, regular supply of study hand-outs etc. Lab manuals are provided for smooth conduction of practical classes. The college acknowledges students not as homogeneous group but as an individual with their own learning capacity. So the students are encouraged to participate in various projects, seminar, debates, departmental exhibition and group discussions. The college organises field studies and excursions to develop hand-on experience on different topics based on their syllabi. Frequent Class tests and Test-Examination are conducted to check whether the students have gained knowledge as outlined in the objectives of the curriculum or not. Interactive sessions with students and their guardians are also held to discuss their problems.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Mass Communication	19/06/2017
BA	Hindi	19/06/2017
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#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

#### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 – Curriculum Enrichment

#### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	0
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#### 1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany	22
BSc	Physiology	15
BA	Geography	32
MA	Bengali	20
<a href="#">View Uploaded File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Nil
Parents	Yes

### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

#### Feedback Obtained

In order to correctly gauge the impact of all efforts taken by the institution at all levels, feedback is collected from stakeholders, and trends generated through statistical analysis. Separate questionnaire forms for students, teachers and parents are prepared to be distributed and collected manually. The feedback committee (IQAC) collects the inputs and suggestions and further actions to be taken are discussed with respective departments and authorities. The decisions taken by the authorities are forwarded for action to be initiated. A survey of the students feedback (260 respondents) revealed a satisfactory response regarding teaching-learning experience including regularity of classes, interest generated in the subject taught and attitude of the teacher towards poor and slow learners. Regarding admission procedure, canteen services and hostel amenities, the survey recorded an average response. IQAC took cognizance of these areas and initiated actions to improve these services. Since the parents feedback (90 respondents) survey too revealed similar trends, the same actions were initiated. A survey of teachers feedback (35 respondents) revealed a highly satisfactory trend regarding academic freedom and encouragement for career advancement pursuits given to teachers by the authority. But library resources and cleanliness and hygiene in the campus could not meet the expected standards. These areas of shortfall were considered with utmost seriousness and actions were initiated for immediate redressal.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Honours	681	7928	562
BSc	Honours	214	3344	192
BA	General	1061	3947	1054
BSc	General	185	1352	167
BPED	Nil	50	53	13
MA	Bengali	44	87	24
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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution	Number of students enrolled in the institution	Number of fulltime teachers available in the	Number of fulltime teachers available in the	Number of teachers teaching both UG
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	(UG)	(PG)	institution teaching only UG courses	institution teaching only PG courses	and PG courses
2017	3438	44	52	0	8

## 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
60	42	86	8	1	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The mentoring system of Ananda Chandra College ensures that the students adapt to the dynamic learning environment and lead their ways into highly successful careers. The institute has an integrated mentoring system where the faculty acts as a link between the students and the institution. The HODs (Head of the Department) of various departments along with respective faculty collectively carry out the overall mentoring process to monitor and guide students all through the three years. They coordinate with the parents, whenever required, regarding the progress of the students. Mentors also keep track of the mentees' performance continuously throughout the academic session which also includes their performance in class tests and annual test examination of the college. Mentors communicate and promote mentees at the time of difficulty / opportunity to help them develop further in their areas of interest. The HODs meet all mentors/faculty of his/her department at least once a month for the reviewing of proper implementation of the system. Administrative action may be initiated on a student whenever necessary. Benefits of a Mentoring System: Enhances the students' confidence and challenges them by setting higher goals, taking risks and ultimately guiding them to achieve higher levels. It helps to recognize and encourage the potential of a student on an individual basis. It provides psych social support at the time of need. Students get routine advice on balancing of academic and professional responsibilities. Mentors act as role models and facilitate leadership by developing the interpersonal skills and helping students thrive in competitive environments. Students get access to a support system (Mentors) during the crucial stages of their academic and intellectual development. Students get an insider's perspective on navigating their career in the right channel. Students get an exposure to diverse academic and professional perspectives, and experiences in various fields. The mentors lay the foundation for the students to reach greater heights in their professional lives, thereby contributing to lasting personal and professional relationships.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3482	60	1 : 58

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
61	55	6	2	31

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies



Nil	Nil	Nil	Nil
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Honours	Part I and Part II	03/08/2018	28/08/2018
BA	General	Part I and Part II	03/08/2018	28/08/2018
BA	Honours	Part III	14/06/2018	30/06/2018
BA	General	Part III	28/05/2018	30/06/2018
BSc	Honours	Part I and Part II	30/07/2018	28/08/2018
BSc	General	Part I and Part II	30/07/2018	28/08/2018
BSc	Honours	Part III	14/06/2018	30/06/2018
BSc	General	Part III	02/06/2018	30/06/2018
BPED	Nil	2nd and 4th Sem	01/09/2018	26/11/2018
MA	Bengali	2nd and 4th Sem	20/07/2018	26/09/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college ensures that there is a transparent method of assessment. This is maintained uniformly throughout the college across all the streams. There is a detailed lesson plan that is prepared by the respective subject teacher for the papers that will be handled by her/ him. The method of assessment is also clearly mentioned in it and made available to all the students who have chosen that stream. They are given a clear picture of the assignments and the number of tests or exams that will be held and considered for their assessment. The students are informed in advance about their assignments. This helps them to prepare for the same. The departments have regular class tests, Annual test examination and assignments to enhance the learning outcome. The Annual Test Examination is conducted as per a scheduled Time - Table which is declared in advance by the Examination Subcommittee so that students can prepare well for the same. Assignments are mostly in the written form. The college also has the practice of assessing students by conducting quiz, in the form of Presentations like oral and Power Point. The college ensures transparency, frequency and variety in this way.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

An Academic Calendar is prepared by the College at the beginning of each academic session. The calendar includes both academic and co-curricular activities which are strictly adhered to as long as no external stimuli

intervene. It is based on this Academic calendar that the lesson plan and evaluation methods are chalked out by the teachers. This allows the teachers, students as well as the Institution to approach the academic and non-academic activities in a structured and disciplined manner. It ensures that the internal assessment process is not affected by the co-curricular activities in the college. The students are also benefited by such a structured approach. They can preplan their activities and be ready for all activities without being rushed. This instills in them a sense of punctuality and responsibility. An Academic Calendar guarantees transparency in conducting the Internal Assessment. A definite time line is set within which the papers are corrected and the marks are submitted and the result is published. The students will have immediate access to the uploaded marks. The students are clear about the method followed in assessing them which reduces student concerns. If the students have any concerns they can approach the examination committee who will guide them down the right path to find a solution or clarification to their problems.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://acollege.in/new/download/programme-specific-course-outcomes-ba-bsc-111-system/?wpdmdl=2643&refresh=649e9a9857e1d1688115864>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Honours	346	300	86.7
Nill	BA	General	433	252	58.2
Nill	BSc	Honours	132	108	81.8
Nill	BSc	General	59	40	67.8
Nill	BPED	Nill	12	12	100
Nill	MA	Bengali	20	20	100
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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://acollege.in/new/download/student-feedback-2017-2018/?wpdmdl=2594&refresh=649e9a993829a1688115865>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	DST (W.B.)	4.99	Nill
Minor Projects	550	West Bengal Biodiversity	2	Nill

	Board	
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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Education	14	Nil
International	Mathematics	1	Nil
National	Bengali	2	Nil
International	Economics	4	Nil
National	Economics	2	Nil
International	Physiology	2	Nil
National	Sociology	1	Nil
International	Botany	2	Nil
International	Geography	3	Nil
<a href="#">View Uploaded File</a>			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Education	1

Economics	3
Botany	1
Bengali	1
<a href="#">View Uploaded File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	11	1	0	0
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
World Aids Day : RED RIBBON - AIDS Awareness	NSS Unit I and II	2	75
No file uploaded.			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities

<b>AIDS Awareness</b>	<b>NSS Unit I and II</b>	<b>World Aids Day : Awareness Programme on 01.12.2017</b>	<b>2</b>	<b>75</b>
<b>No file uploaded.</b>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
<b>Nil</b>	<b>0</b>	<b>Nil</b>	<b>0</b>
<b>No file uploaded.</b>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>0</b>
<b>No file uploaded.</b>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>0</b>
<b>No file uploaded.</b>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
<b>0</b>	<b>0</b>

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
<b>Class rooms</b>	<b>Existing</b>
<b>Campus Area</b>	<b>Existing</b>
<b>Laboratories</b>	<b>Existing</b>
<b>Seminar Halls</b>	<b>Existing</b>
<b>Seminar halls with ICT facilities</b>	<b>Existing</b>
<b>Classrooms with Wi-Fi OR LAN</b>	<b>Existing</b>
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

#### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Nil	Nil	2023

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	40497	Nil	0	Nil	40497	Nil
Reference Books	963	Nil	0	Nil	963	Nil
Journals	0	Nil	0	Nil	0	Nil
CD & Video	72	Nil	0	Nil	72	Nil
e-Journals	36	Nil	0	Nil	36	Nil
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	81	25	16	2	12	10	29	100	3
Added	2	1	0	0	0	0	1	0	0
Total	83	26	16	2	12	10	30	100	3

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	17.38	0	6.51

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college follows numerous procedures to maintain the facilities available to students. The college arranges regular meetings of various committees constituted for the purpose of maximum allocation and utilization of the financial resources for maintenance of laboratory, library, classroom, computers, sports and other facilities. A particular budget is allocated to upgrade the laboratory, classroom and library resources. All laboratory purchases are done through tender system as per standard norm. Practicals are done in batch-wise manner for proper utilization of the resources under continuous monitoring of supporting faculty members. Record of accounts is maintained by laboratory staff, teachers and supervised by the senior-most faculty of the concerned department. Repairing, calibration and maintenance of sophisticated lab instruments are regularly done by technicians. The college has 12 computers in the Computer centre where the students learn the Fundamentals of Computer Skill. But due to poor performance of network, the internet connection is not facilitated in the lab. The Computer Centre is upgraded every year with different software as per need. Computers and other instruments undergo annual maintenance by service providers. The college also maintains a well defined library for students where books are upgraded and new editions as well as fresh stock are purchased as per requisition. The library committee comprising of the Principal, Librarian and senior faculty members meet regularly to take stock of the condition of the library, rare and valuable books, discuss and introduce new ideas regarding library enrichment. Each department has a computer (desktop) and a Laptop where all the departmental works are done. Regarding classroom and infrastructural facilities, the senior-most teachers of each department submit their requirement to the principal. In addition, non-teaching staff of each and every department maintain the stock register by physically verifying the equipment round the year. The college has installed water purifiers to provide clean drinking water to the students. Upkeep of all facilities and cleanliness of environment in men's and women's hostels is maintained by respective hostel superintendents in consultation with hostel committee members. Regular cleaning of water tanks, garbage disposal, pest control and maintenance of garden is done by the concerned employees. Sports/ tournaments are held in a sprawling field/playground adjacent to the college gymnasium which is maintained on a regular basis.

<https://acollege.in/new/about-college/principals-desk-copy/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Students Aid Fund, Full Free and Half Free Scholarship	655	471495
Financial Support from Other Sources			

a) National	Swami Vivekananda Merit-cum-Means Scholarship, Kanyashree I, Minority Post Matric Scholarship	179	2135200
b) International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Nil	Nil	0	NA
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	Nil	0	0	0	0
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	NA	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	5	Geography Honours	Geography	NBU	MA in Geography
2018	23	Geography Honours	Geography	WBUTTEPA	BEd



2018	2	History Honours	History	BBU	MA in History
2018	2	History Honours	History	RBU	MA in History
2018	11	Chemistry Honours	Chemistry	NBU	MSc in Chemistry
2018	1	Chemistry Honours	Chemistry	IIT Dhanbad	MSc in Chemistry
2018	1	Chemistry Honours	Chemistry	IIT Ropar	MSc in Chemistry
2018	1	Chemistry Honours	Chemistry	JNCASR	MSc in Chemistry
2018	1	Chemistry Honours	Chemistry	IIEST Shibpur	MSc in Chemistry
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
SLET	2
Any Other	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
College Social-Cultural Programme	Institution	2500
Platinum Jubilee Celebration of the College	Institution	4000
Photography Competition	Institution	500
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### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Secured 3rd position in All India Inter-University Athletics Tournament (200 mtr)	National	1	Nil	Nil	Anwesha Roy Prodhan

2017	Secured 3rd position in 57th National Open Athletic Championship (200 mtr)	National	1	Nill	Nill	Anwesha Roy Prodhan
2017	Secured 2nd position in 57th Interstate Senior Athletic Championship (200 mtr)	National	1	Nill	Nill	Anwesha Roy Prodhan
2017	Secured 1st position in 15th Federation Cup National Junior Athletic Championship (200 mtr)	National	1	Nill	Nill	Anwesha Roy Prodhan
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The newly elected Students Union Secretary, being a member of the Governing Body, the Students Union plays a pro-active role in academic and administrative activities of the college during this academic year. All important college events like Sports Meet, Annual Cultural Programme, Annual publication of College Magazine bear witness to their enthusiasm and energetic drive. The two day long Platinum Jubilee Celebration of the College scaled new heights, thanks to the cooperation and enthusiasm on the part of the students. All days of importance, like Teachers Day, Independence Day, Republic Day, Birthday of Netaji Subhash Chandra Bose, Rabindra Jayanti are observed by students with colorful presentation without sacrificing the deserved grace and dignity. They had also organized Saraswati Puja in the Campus involving all students, Teachers and Office Staff, cutting across caste, creed and religious barriers.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

04 meetings During the Platinum Jubilee Celebration, the college Alumni Association had an active participation. While some addressed the august gathering on the heydays of the college in retrospection, others staged a musical performance in nostalgic mood entitled Sonali Ateet, the Golden Days of Yore.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Through the decentralized administration of two committees, the Purchase Committee and the Finance Committee, the decentralized administration of college finances is successfully achieved- 1. The Finance Committee is the advisory body on all financial decisions of the college and is headed by the Bursar, a Teachers representative. 2. The Purchase Committee comprises of the Principal, the Bursar, The Secretary of the Teachers Council and the Governing Body representatives of the Teaching and the Non-teaching Staff. It conducts all the purchase according to the Government Purchase Policy.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	As exams were conducted in the annual mode, intra-departmental meetings were held atleast once in the academic year to facilitate equal distribution of workload, timetable and test schedules to be followed.
Teaching and Learning	The traditional classroom teaching is conducted, along with some special and invited lectures organized by various departments to enrich the students. Field trips and tours. are conducted by the Geography, Sociology, Zoology, Education and Botany departments, in various parts of West Bengal, as well as other parts of India.
Examination and Evaluation	College tests were held in each department, exclusively conducted by the Examination Committee, appointed by the college authorities. These marks were not added to the University result. These were conducted to evaluate the fitness of students to

appear for University exams.

**Library, ICT and Physical Infrastructure / Instrumentation**

Computers were provided for the students to access the internet and read online educational content. Along with this, the Teacher's Reading Room was infrastructurally improved. A dedicated librarian's room was constructed in this period. Display racks for showcasing the journals subscribed by the library and publications by the faculty members of the college, were purchased and installed in the library.

**Research and Development**

The College received two Minor Research Projects, Dr. Tanmay Datta, Associate Professor, Department of Zoology being the Principal Investigator, funded by (i) West Bengal Biodiversity Board on 25/07/2017 and (ii) by DST (WB) on 27/03/2018.

**Human Resource Management**

- An interactive lecture by the eminent author, Sri Debesh Ray ,about the Literatures on North Bengal.
- An interactive lecture by Dr. Subir Sarkar on Higgs Boson Particle.
- A seminar on "Netaji : His Life and Relevance in Modern India".

**6.2.2 – Implementation of e-governance in areas of operations:**

E-governance area	Details
<b>Planning and Development</b>	The process of digitising the library records was accomplished in this session. This happened with the introduction of an e-catalogue-Online Public Access Catalog (OPAC), on the library computers, which could be easily browsed by the students.
<b>Administration</b>	One may submit the leave application by email
<b>Student Admission and Support</b>	Entire admission process is done via the college web portal.

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>0</b>
<b>No file uploaded.</b>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	1	03/11/2017	30/11/2017	21
RC in Life Sciences entitled Recent Trends in Life Science	1	06/07/2017	26/07/2017	21
Refresher Course in renewable energy (ID)	1	01/03/2018	21/03/2018	21
Short Term Course on Research Methodology	1	08/06/2017	14/06/2017	7
National Seminar cum Workshop on Bioinformatics	1	09/03/2018	11/03/2018	3
Refresher Course in Computer Science	1	04/01/2018	24/01/2018	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The college has a medical officer, who is consulted from time to time, regarding the well-	The college has a medical officer, who is consulted from time to time, regarding the well-	The college has a medical officer, who is consulted from time to time, regarding the well-

being of the Institution.	being of the Institution.	being of the Institution. Students Aid Fund, Full Free and Half Free Scholarships are given from college funds to meritorious and economically backward students.
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#### 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Two accountants, cashier and bursar were involved in completing the Internal Audit . We are now in the process of sending it to the Audit Department.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	NA
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6.4.3 – Total corpus fund generated

0

#### 6.5 – Internal Quality Assurance System

6.5.1 – 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

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Nil

6.5.3 – Development programmes for support staff (at least three)

1. College office staff undergoes training in handling of admission software for smooth conduct of admission process each year. 2. Office employees are also trained in MSWord, MSExcel, maintaining pdfs, use of internet for latest updates of office procedures. 3. The college authority regularly sends some of our office employees for training in latest software in office maintenance conducted by the Government from time to time.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

The Institution has initiated actions for implementation of the proposal of building a separate block in the campus with adequate infrastructure for Science subjects. Special drive has been taken to improve the Teacher-Student ratio by recruiting Guest Lecturers (following UGC guidelines as far as practicable) through proper screening and Viva-voce. Necessary steps have been initiated for a total revamp of the Boys Hostel through renovation and restructuring.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

Yes

b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Interactive session with eminent scholar	12/08/2017	12/08/2017	12/08/2017	250
2017	Interactive session with eminent scholar	30/08/2017	30/08/2017	30/08/2017	300
2017	Photography Competition : An attempt to tap students creative potentials	04/09/2017	04/09/2017	06/09/2017	500
2017	Observance of World Environment Day	05/06/2017	05/06/2017	05/06/2017	500
2018	Seminar on Netaji S. C. Bose : Life and Relevance	02/02/2018	02/02/2018	02/02/2018	300
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### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Celebration of Womens Day	08/03/2018	Nil	71	12

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<ul style="list-style-type: none"> <li>• We started uses of LED lamps to reduce power expenditure.</li> <li>• Steps have been taken to reduce uses of papers in official works, instead use softcopies where it is possible.</li> <li>• Special initiatives have been taken to reduce uses of</li> </ul>

plastics in college campus. • Observance of World Environment Day on 05.06.2017.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	1	09/02/2018	10	Awareness Camp at Madhya Salbari, village of Maynaguri Block	Health and Literacy	19
2018	Nil	1	17/03/2018	1	Awareness Camp at Karala valley Tea Garden	Health hazards related to tea gardens	23

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#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	01/06/2017	Nil

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Observance of International Mother Language Day	21/02/2018	Nil	350
Observance of National Science Day	28/02/2018	Nil	300

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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Observed World Environment Day on 05.06.17 with full enthusiasm. Celebrated this occasion with tree plantation and oath taken to make our campus plastic free. Special drive was taken to maintain the medicinal plant garden in healthy state.
- NSS team has developed a barren land into a tree infested area.
-



Feeling the importance of depleting ground water, initiative has been taken to develop rain water harvesting. • Campus and classrooms cleaned on Gandhi Jayanti.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

(i) Teachers from every department of college attended workshops and meetings on CBCS curriculum. This awareness with the new system of education will prepare both teachers and students to cope with the new system. Special drive was given for ICT to make the teaching learning process more effective. (ii) Seminars, group discussion and brainstorming debate are practiced in the classroom for curricular transaction. Also, students are encouraged to participate in co-curricular activities.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

## 7.3 – Institutional Distinctiveness

### 7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Our college has been regular participant in inter-college Youth Parliament, Quiz and Debate competitions. Before participating in such competitions, intra-college competition goes on to ensure maximum participation. The purpose for such participation is to introduce students with India's Parliamentary procedures and practices as well as help students gain knowledge about laws, public welfare, socio-economic problems, constitutional provisions, etc. Above all, participation in such events help students develop leadership qualities and communicative skills that in turn will help in nation building.

Provide the weblink of the institution

<https://acollege.in/>

## 8.Future Plans of Actions for Next Academic Year

1. The College, in the next academic year, plans to adopt and adapt to the new CBCS curriculum to be introduced by NBU in all affiliated colleges. Since the new model entails huge changes in curriculum, mode of evaluation, introduction of credit system as per number of classes assigned per paper, the college feels the need to hold workshops for students, teachers and non teaching staff, that would extensively deal with all the intricate details of the new curriculum. 2. Correspondingly, the college would initiate upgradation of the library by way of purchasing books and journals to meet the demands of the newly introduced syllabus. 3. A new building of Science Department has been planned and construction work is likely to be initiated in the next academic year. 4. The institution in the future academic year plans to employ teachers in the capacity of Guest Lecturers to meet the demands of the increasing number of classes to be run simultaneously.