The Annual Quality Assurance Report (AQAR) of the IQAC

Debra Thana Sahid Kshudiram Smriti Mahavidyalaya

Chakshyampur
Paschim Medinipur
Debra
West Bengal

Part – A

AQAR for the year *(for example 2013-14)* | **2017-18**

1. Details of the Institution

1.1 Name of the Institution

Debra Thana Sahid Kshudiram Smriti Mahavidyalaya

1.2 Address Line 1

Chakshyampur

Address Line 2

Paschim Medinipur

City/Town

Debra

State

West Bengal

Pin Code

721124

Institution e-mail address

ticdebracollege@gmail.com

Contact Nos.

03222-243400, 03222-243401

Name of the Head of the Institution:

Dr. Sutapa Pal

Tel. No. with STD Code:

03222-243400

Mobile:

9434191077

Name of the IQAC Co-ordinator:

Prof. Bipasha Majumder (De)

Mobile: 9434454548

IQAC e-mail address: iqacdtsksm@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* WBCOGN25788

OR

1.4 **NAAC Executive Committee No. & Date:** EC(SC)/21/A&A/2.1 dated 23-01-2017
(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)

1.5 Website address: www.debrathanacollege.in

Web-link of the AQAR: www.debrathanacollege.in/AQAR 2016-17

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details:-

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.01	2017	23.01.2017-22.01.2022
2	2nd Cycle	N/A	N/A	N/A	N/A
3	3rd Cycle	N/A	N/A	N/A	N/A
4	4th Cycle	N/A	N/A	N/A	N/A

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   12/03/2014

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

i.   AQAR ___ N/A _____ _____ (DD/MM/YYYY)4
ii.   AQAR___ N/A _____ _____ (DD/MM/YYYY)
iii. AQAR____N/A _____ _____ (DD/MM/YYYY)
iv.   AQAR____N/A _____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes ☑   No ☐

Constituent College   Yes ☐   No ☑

Autonomous college of UGC   Yes ☐   No ☑

Regulatory Agency approved Institution   Yes ☐   No ☑

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

Type of Institution   Co-education ☑   Men ☐   Women ☐

                       Urban ☐   Rural ☑   Tribal ☐

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

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

1.10 Type of Faculty/Programme

Arts ☑   Science ☑   Commerce ☐   Law ☐   PEI (Phys Edu) ☐

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

Others   (Specify)   .   BCA

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

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence	N/A	UGC-CPE	N/A
DST Star Scheme	N/A	UGC-CE	N/A
UGC-Special Assistance Programme	N/A	DST-FIST	N/A
UGC-Innovative PG programmes	N/A	Any other (*Specify*)	N/A
UGC-COP Programmes	N/A		

2. IQAC Composition and Activities

2.1 No. of Teachers   8

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   1

2.4 No. of Management representatives

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and

community representatives   1

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts   1

2.9 Total No. of members   13

2.10 No. of IQAC meetings held   03

2.11 No. of meetings with various stakeholders: No. [3]   Faculty [3]

Non-Teaching Staff Students [3]   Alumni [0]   Others [Nil]

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

If yes, mention the amount [N/A]

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [Nil] International [Nil] National [Nil] State [Nil] Institution Level [5]

(ii) Themes

- *Installation of more CCTV Cameras to tighten security of the entire campus.*
- *To make the campus Wi-Fi free zone*
- *To initiate INFLIBNET service for e-resources*
- *To organize Medical Camps such as Thalassemia detection camp, Blood Donation camp etc.*
- *To organize self defense training for girl students*
- *To organize seminars / workshops.*

2.14 Significant Activities and contributions made by IQAC

- *Promotion of three teachers from Assistant Professor St.1 to Assistant Professor St.2*
- *To organize five college level departmental seminars*
- *Installation of more CCTV cameras in the entire campus*
- *To organise Blood Donation Camp and AIDS Awareness Rally*
- *To organise self- defense training for girl students*

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
To make the campus Wi-Fi free zone	**It was done successfully**
Installation of more CCTV cameras	**More CCTV cameras were installed**
Bratachari training for the students	**Bratachari training was given to the students**
To organize seminars/workshops	**Five one-day college level seminars were organized by the Departments of Bengali, English, Education, Physics and Mathematics**
Self defense training for girl students	**Girl students were given self defense training**
To initiate INFLIBNET service for e-resources	**This service was initiated for e-resources. 3828 e-journals and 80409 e-Books were downloaded for staff and students.**
Purchase of more books for library	**852 copies of text books were purchased amounting to the tune of Rs. 192000**
To organise Blood Donation Camp	**It was conducted successfully**
To organise Thalassemia Camp	**It was also conducted successfully**
To observe Literacy Week	**It was observed successfully**
To organise Winter Special Camp of NSS units of the college	**It was also conducted successfully**
To organise AIDS Awareness Rally by Red Ribbon Club of NSS	**It was organized as per plan**
To organise a seminar on World AIDS Day	**It was also organized as per plan**
To celebrate Van Mahotsav, a week-long festival of tree planting organized in the month of July	**It was celebrated in the month of July**

To observe the Red - Letter Days such as Independence Day, Republic Day,World Environment Day, World AIDS Day, NSS Day & National Youth Day	The Red-Letter Days were observed

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ☐   No ☑

Management ☐   Syndicate ☐   Any other body ☐

Provide the details of the action taken

The AQAR will be placed in the meeting of the Governing Body whenever it is formed. (The Governing Body does not exist at present .)

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	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	18	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	1	Nil	Nil	Nil
Others	1	Nil	Nil	Nil

Total	20	Nil	Nil	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

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

Pattern	Number of programmes
Semester	**9**
Trimester	**Nil**
Annual	**10**

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.

   Ours is an affiliated college and so there is no opportunity for revision of syllabi.

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

   Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
18	18	Nil	Nil	Nil

2.2 No. of permanent faculty with Ph.D.   2

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
17	2	Nil	Nil	Nil	Nil	Nil	Nil	17	2

2.4 No. of Guest and Visiting faculty and Temporary faculty   55 Guest   Nil   17 PTT

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	*2*	*1*	*2*
Presented papers	*9*	*11*	*Nil*
Resource Persons	*Nil*	*Nil*	*Nil*

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

1. *To initiate INFLIBNET service for e-resources 3828 e-journals and 80409   e-Books were downloaded for staff and students.*
2. *To make the campus Wi-Fi free zone.*
3. *Recruiting highly and competent guest totally on the basis of merit.*
4. *To encourage the teachers to attend seminars/ conferences / self-enrichment courses like Orientation Programme, Refresher Course, Workshops to update their knowledge.*
5. *To use ICT tools with a view to improvement of teaching quality.*

2.7 Total No. of actual teaching days
    during this academic year   182

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

2.9 No. of faculty members involved in curriculum
    restructuring/revision/syllabus development   Nil   Nil   2
    as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students   60%

2.11 Course/Programme wise
    distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Bengali (H)	67	N/A	1			94.7
Education(H)	59	N/A	27			94.91
English (H)	69	N/A	2			90.31
Geography (H)	16	N/A	3			93.75
History (H)	41	N/A	4			95.12
Pol.Sc. (H)	14	N/A	Nil			78.57
Philosophy (H)	32	N/A	01			87.5

Sanskrit (H)	49	N/A	02			97.75
Computer Science (H)	08	N/A	Nil			77.77
Mathematics(H)	10	N/A	01			100.00
Physics (H)	17	N/A	05			100.00
Nutrition (H)	20	N/A	03			95.00
BA (Gen)	308	N/A	02			83.11
B.Sc. (Gen)	38	N/A	08			100.00
Total	748	N/A	59			

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

1. *Analyses feedback taken from the students and the guardians regarding the Teaching & Learning process.*
2. *Inspires the teachers to participate in the seminars and workshops.*
3. *Encourages the teachers to use the ICT facilities available in the college.*

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	**3**
UGC – Faculty Improvement Programme	**Nil**
HRD programmes	**Nil**
Orientation programmes	**1**
Faculty exchange programme	**Nil**
Staff training conducted by the university	**Nil**
Staff training conducted by other institutions	**Nil**
Summer / Winter schools, Workshops, etc.	**4**
Others	**Nil**

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	23	Nil	Nil	Nil
Technical Staff	2	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

> 1. *To provide an incentive to the teachers attending seminars for paper presentation*
>
> 2. *To grant Duty Leave for presenting their research papers or delivering lectures in seminars.*

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	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.4   Details on research publications

	International	National	Others
Peer Review Journals	1	1	
Non-Peer Review Journals			
e-Journals	1		
Conference proceedings			

3.5 Details on Impact factor of publications:

Range   0-5.7   Average   2.3   h-index   Nil   Nos. in SCOPUS   Nil

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	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects *(other than compulsory by the University)*	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

3.7 No. of books published   i) With ISBN No. | Nil | Chapters in Edited Books | 5 |

ii) Without ISBN No. | Nil |

3.8 No. of University Departments receiving funds from

UGC-SAP | N/A | CAS | N/A | DST-FIST | N/A |

DPE | N/A | DBT Scheme/funds | N/A |

3.9 For colleges   Autonomy | Nil | CPE | Nil | DBT Star Scheme | Nil |

INSPIRE | Nil | CE | Nil | Any Other (specify) | Nil |

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	5
Sponsoring agencies	Nil	Nil	Nil	Nil	College

3.12 No. of faculty served as experts, chairpersons or resource persons | 0 |

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

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

3.15 Total budget for research for current year in lakhs :

From Funding agency | Nil | From Management of University/College | Nil |

Total | Nil |

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	Dist	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

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) N/A

     JRF [ ]   SRF [ ]   Project Fellows [ ]   Any other [ ]

3.21 No. of students Participated in NSS events:

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

3.22 No. of students participated in NCC events: N/A

     University level [ ]   State level [ ]
     National level [ ]   International level [ ]

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC: N/A

     University level [ ]   State level [ ]
     National level [ ]   International level [ ]

3.25 No. of Extension activities organized

University forum | NA | College forum | Nil |

NCC | NA | NSS | 8 | Any other | NA |

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

- To organise Blood Donation Camp

- To organise Thalassemia Detection Camp.

- To observe Literacy week.

- To organise Winter Special Camp of NSS units of the college

- To organise AIDS Awareness Rally by Red Ribbon Club of NSS

- To organise a seminar on World AIDS Day

- To celebrate Van Mahotsav, a week-long festival of tree planting organized in the month of July

- To observe the Red - Letter Days such as Independence Day, Republic Day, World   Environment Day, World AIDS Day, NSS Day & National Youth Day

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	14918.65 sq.m.	Nil	N/A	14918.65 sq.m.
Class rooms	39	Nil	N/A	39
Laboratories	8	Nil	N/A	8
Seminar Halls	2	Nil	N/A	2
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	Nil	Nil	Nil	Nil

Value of the equipment purchased during the year (Rs. in Lakhs)	Rs.5,34,528/-	Rs.- 4,00000.00	College	Rs.- 9,34,528
Others	Nil	Nil		Nil

4.2 Computerization of administration and library

Partly computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8933	Rs.-634989	852	Rs.- 192000	9785	Rs.-826989
Reference Books	204	Rs.-40090	0	0	204	Rs.-40090
e-Books	Nil	Nil	80409	*Free Download ed*	80409	*Free Downloaded through INFLIBNET*
Journals	8	Rs.-724	Nil	Nil	8	Rs.-724
e-Journals	Nil	Nil	3828	*Free Download ed through INFLIBN ET*	3828	*Free Downloaded through INFLIBNET*
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Others (specify)	Nil	Nil	Nil	Nil	Nil	Nil

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	60	1	1 (BSNL Broadband)	3	3	10	50	Nil
Added	20	Nil	1 –(JIO)	2	2	Nil	20	Nil
Total	80	1	2	5	5	10	70	Nil

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

> - *Teachers and students have access to Internet facilities in the library.*
> - *Avijit Das and Partha Adhikary participated in the hands-on training organized by Higher Education Department in HRMS and E-pension.*

4.6 Amount spent on maintenance in lakhs :

   i) ICT | 5.75 |

   ii) Campus Infrastructure and facilities | 1.21 |

   iii) Equipments | 1.41 |

   iv) Others | 2.30 |

Total : | 10.67 |

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Students' orientation programme is organized in the beginning of every academic session where newly admitted students are made aware of various Students Support Services available in the college. The IQAC also contributes in enhancing awareness about these services in various ways.

5.2 Efforts made by the institution for tracking the progression

> *Analysis of feedback from students and their parents*

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3696	**N/A**	**N/A**	**N/A**

(b) No. of students outside the state | Nil |

(c) No. of international students | Nil |

Men	No	%		Women	No	%
	43.29	%			56.71	%

	Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3405	374	337	350	4	4491	2418	402	359	498	19	3696

Demand ratio   1:33   Dropout % 3

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

Nil

No. of students beneficiaries   N/A

5.5 No. of students qualified in these examinations Nil

NET   Nill   SET/SLET   02   GATE   Nil   CAT   Nil

IAS/IPS etc   Nil   State PSC   Nil   UPSC   Nil   Others   Nil

5.6 Details of student counselling and career guidance

- *Mentoring system available in each department for counselling of students*
- *Basic computer training of every student of 3rd year*

5.7 Details of campus placement

No. of students benefitted

	On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed		Number of Students Placed
Nil	Nil	Nil		Nil

5.8 Details of gender sensitization programmes

Self-Defense training for girl students was organized by the college.

5.9 Students Activities

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

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

No. of students participated in cultural events

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

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

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

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

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	*30*	*R.s:-6000*
Financial support from government	**1146**	*Data not available*
Financial support from other sources	**70**	*Data not available*

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 | Nil |

5.13 Major grievances of students (if any) redressed: **2**

_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> 1. *To promote inclusive education and development amongst all economic sections of the society without gender bias.*
>
> 2. *To provide an ambience that makes our students ethically strong and professionally competent to face global challenges*

6.2 Does the Institution has a management Information System

> *The institution gathers information regarding academic and administrative sections through different sub-committees of the Teachers' Council, Non-Teaching Staff Council and The Students' Union.*

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

    6.3.1   Curriculum Development

> *As the college is affiliated to Vidyasagar University, framing as well as development of curriculum does not fall under its purview.*

    6.3.2   Teaching and Learning

> *Various strategies were adopted by the institution for quality improvement of teaching and learning. They are :-*
>
> - *Recruiting highly qualified and competent guest faculty totally on the basic of merit.*
> - *To INFLIBNET Service for e-resources.*
> - *To encourage the teachers to attend seminars / conferences / self-enrichment courses like OP, RC, Workshops to update their knowledge.*
> - *To make the campus free Wi-Fi zone.*
> - *To use ICT tools with a view to improvement of teaching quality.*

6.3.3   Examination and Evaluation

The institution can not adopt any new strategy but follow the system of examination and evaluation recommended by the affiliating university.

6.3.4   Research and Development

1. *To provide an incentive to the teachers attending seminars for paper presentation*

2. *To grant Duty Leave for presenting their research papers or delivering lectures in seminars.*

6.3.5   Library, ICT and physical infrastructure / instrumentation

- *INFLIBENT service was initiated for e-resources. 3828 e-journals and 80409 e-Books were downloaded for staff and students.*
- *852 copies of text books were purchased amounting to the tune of Rs.-192000/-.*
- *The campus was made free Wi-Fi zone.*
- *More CCTV cameras were installed.*

6.3.6   Human Resource Management

1. *Teachers are allotted classes and other duties as per the university norms, the Government regulation and UGC Directives.*
2. *Non-teaching staff are allotted duties for which they have been appointed.*
3. *Teachers and Non-teaching staff are granted all kinds of leaves as per the university norms.*
4. *Grievance Redressal Cell is there to redress the grievance of the staff and the students.*

6.3.7   Faculty and Staff recruitment

- *Two assistant professors- Geography-1, Physics-1 and some Guest Teachers*

6.3.8   Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

> This year also online admission process is maintained by a competent outsourced agency. The admission process strictly follows the reservation rules of the West Bengal govt. for SC, ST, OBC A & B and physically disabled students.

6.4 Welfare schemes for

Teaching	Debra Thana S.K.S.M.Emplyees Credit Cooperative Society
Non teaching	Debra Thana S.K.S.M.Emplyees Credit Cooperative Society
Students	Financial Assistance from Students' Aid Fund

6.5 Total corpus fund generated   **2818985**

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	N/A	Yes	College
Administrative	No	N/A	No	N/A

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

For UG Programmes   Yes [ ]   No [ ]

For PG Programmes   Yes [ ]   No [ ]

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

> N/A

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

> Active participation and contribution by the Alumni Association

6.12 Activities and support from the Parent – Teacher Association

> Two parent-teacher meetings were arranged. No Parent-Teacher Association is there in our college.

6.13 Development programmes for support staff

> Nil

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

> *Solar panels were set up for outdoor lighting of our campus and more power consuming sources were replaced by their less power consuming versions such as CFL/LED bulbs and LCD monitors in the 2015-16 session. However, no other initiatives were taken in the session of 2017-18. But this year also, the lush green environment of our college has been maintained by the authority.*

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.

> - **To initiate INFLIBNET service for e-resources**
> - **To make the campus Wi-Fi free zone**

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

- *Installation of more CCTV cameras in the entire campus*
- *Self defense training for girl students*
- *Bratachari training for all the students*
- *To continue mentor system*
- *To organize five college level departmental seminars*
- *To organise Blood Donation Camp*
- *To organise Winter Special Camp by NSS units of the college*
- *To organise AIDS Awareness Rally by Red Ribbon Club of NSS*
- *To organise a seminar on World AIDS Day by NSS units of the college*
- *To celebrate Banamahotsav and Aranya Saptaho,a week-long festival of tree planting organized from 14th to 21st July*
- *To observe the Red - Letter Days such as Independence Day, Republic Day, World Environment Day, World AIDS Day, NSS Day, National Youth Day, National Blood Donation Day, World Human Rights Day, World Women's Day and National Integration Day*
- *To maintain the lush green environment of our college*

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

1. Democratic nature of academic and administrative decision making

2. To maintain the lush green environment of our college

7.4 Contribution to environmental awareness / protection

- To set up solar panels and to use solar energy for outdoor lighting of our campus

- To maintain the lush green environment of our college

7.5 Whether environmental audit was conducted?   Yes   No

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

No

8. **Plans of institution for next year**

- ➢ *To initiate Honours course in Santali*

- ➢ *To set up an e-learning laboratory with 20 computers*

- ➢ *To procure more computers for different departments*

- ➢ *To procure instruments as per CBCS syllabus for Science departments*

- ➢ *To set up a laboratory for the Department of Nutrition and modernization of laboratories of Geography and Chemistry*

- ➢ *To fully digitize the Central Library, introduce open access for students and strengthen the e-learning centre*

- ➢ *To strengthen Career Guidance Cell by initiating courses in skill development*

- ➢ *To adopt local village children providing them assistance/coaching for their studies and extracurricular activities like drawing and cultural activities*

- ➢ *To complete open air stage*

- ➢ *Biometric attendance for all staff*

- ➢ *To purchase books for various departments*

- ➢ *Outside inside painting of the Science building*

- ➢ *To install water purifiers and water coolers for the students*

- ➢ *To install more CCTV cameras*

- ➢ *To organize seminars/workshops*

Name _____   *Name* _____

_____   _____

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

_____ *** _____