The Annual Quality Assurance Report (AQAR) of the IQAC

JAMINI ROY COLLEGE

Beliatore, Bankura, West Bengal

Part – A

AQAR for the year

| 2017-2018 |

1. Details of the Institution

1.1 Name of the Institution

| Jamini Roy College |

1.2 Address Line 1

| Village, P.S. & P.O. - Beliatore |

Address Line 2

| District – Bankura |

City/Town

| Beliatore (Panchayat area) |

State

| West Bengal |

Pin Code

| 722203 |

Institution e-mail address

| jamini.roy.college.261@gmail.com |

Contact Nos.

| 03241-259261 |

Name of the Head of the Institution:

| Dr. Pradip Kumar Banerjee, Principal |

Tel. No. with STD Code:

| 03241-259261 |

Mobile:

| 8768950801 |

Name of the IQAC Co-ordinator:

| Prof. Deboprokash Bhattacharjee |

Mobile:

| 9800456018 |

IQAC/College e-mail address:

| College: Jamini.roy.college.261@gmail.com IQAC: jrc.bankura@gmail.com |

1.3 NAAC Track ID:

WBCOGN23412

OR

1.4 **NAAC Executive Committee No. & Date**: | × |

(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address: | jamini.roy.college.261@gmail.com |

Web-link of the AQAR: | http://jaminiroycollege.org/jrc/jaminibkend/upload_picture/AQAR%202017-18%20JRC.pdf |

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st	B	2.33	2016	5 years
2	2nd				
3	3rd				
4	4th				

1.7 Date of Establishment of IQAC : | **30/05/2014*** |

N.B. *Date of formation in the GB Meeting.

1.8 AQAR for the year: 2017 -2018

1.9 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 2016-2017: Submitted to NAAC on 30-12-2018   (DD/MM/YYYY)

1.10 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)

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

Bankura University

1.12 Special status conferred by Central/State Government –UGC/CSIR/DST/DBT/ICMR etc: **NIL**

Autonomy by Central/State Govt./University   **NO**

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 (including the Chairperson
   & the Co-ordinator)   7

2.2 No. of Administrative/Technical staff   1 (Librarian)

2.3 No. of Students   1

1

2.4 No. of Management Representatives

2.5. No. of Alumni | 1 |

2.6. No. of any other stakeholder and

community representatives

2.7 No. of other Employers/Industrialists

2.8 No. of other External Experts | 1 |

2.9 Total No. of members | 12 |

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders   No. | 8 | Faculty | 3 |

Non Teaching Staff/Students | 2 | Alumni | 2 | Others | 1 |

2.12 Has IQAC received any funding from UGC this 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	**N.A.**	International	**N.A.**	National	**N.A.**
State	**N.A.**	Institution Level	**03**		

(ii) Themes | "Bhasha Divas 21st February", Computer Awareness & Job Sensitization, NIIT, blood donation, International Yoga Day, discussion on Thalassaemia |

2.14 Significant activities and contributions made by IQAC

- ❖ **Programme on Road Safety Awareness with local Police Personnel in the slogan of "Safe Drive Save Life"**
- ❖ **Celebration of International Yoga Day**
- ❖ **Blood Donation Camp**
- ❖ **Thalassaemia Awareness Camp**
- ❖ **Armed Forces Flag Day Celebrations**
- ❖ **AIDS Awareness Programme**
- ❖ **Youth Day Celebrations**
- ❖ **NCC Day Celebrations**
- ❖ **NSS Day Celebrations through "Tree Plantation" Programme**
- ❖ **Use of ICT methods in Classroom teaching was encouraged**
- ❖ **Students were encouraged to approach teachers with their demands and suggestions for improving teaching and library services**
- ❖ **Students were encouraged to join NCC & NSS as a part of character**

development and training for job prospects in the future

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 (2017-18)	Achievements
1) Revival of IQAC activities	1) IQAC activities revived to some extent like meetings & organizing seminars, workshops etc.
2) Renewal of coordination between different groups in the college i.e. teachers & non-teaching staff	2) Coordination renewed to some extent via increased interaction and planning academic upliftment
3) Review of position of academic involvement and improvement among different categories of teachers like full-timers, govt. approved part-timers and guest lecturers appointed by the college	3) Position reviewed to some extent like creation of routine, internal assessment and evaluation as per CBCS for academic involvement and improvement of teachers
4) To encourage teachers to take up research and publications	4) Some success achieved in this respect especially participation in seminars and publications by different faculty members

Attach Academic Calendar of the year as Annexure – Please refer to Annexure-I

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 was duly placed before the Governing Body of the college for approval before uploading it.

Part – B

Criterion – I

1. **Curricular Aspects**

1.1 Details about Academic Programmes

Level of the Programme	Number of Existing Programmes	Number of Programmes Added During the Year	Number of Self-Financing Programmes	Number of Value-Added/Career-Oriented Programmes
PhD	--	--	--	--
PG	--	--	--	--
UG	06	00	00	00
PG Diploma				
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate		01 (Approved by Webel)		
Others	--	--	--	--
Total	06	01	--	--
Interdisciplinary	Nil			
Innovative	Nil			

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective Option/Open Options
   (ii) Pattern of Programmes:

Pattern	Number of Programmes
Semester	09
Trimester	
Annual	09

1.3 Feedback from Stakeholders* Alumni [ ] Parents [ ]
   Employers [ ] Students [✓]
   (On All Aspects)
   Mode of Feedback : Manual [✓] Online [ ] Cooperating Schools (For PEI) [ ]
   *Please provide an analysis of the feedback in the Annexure. Annexure II

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

> The college follows the directions of Bankura University. Accordingly, the college follows CBCS system having changed from the previous system under the University of Burdwan.

1.5 If any new department/centre introduced during the year. If yes give details.

> **Yes, "Education" is introduced as a department in the Programme course in the college.**

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. Of Permanent Faculty

Total	Asst. Professors	Associate Professors	Professors	Others
19	5	2	0	1# 10* 1@

#Librarian *Government Approved Part-Time Teachers @Principal

2.2 No of Permanent Faculty with PhD | 1 |

2.3 No of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Profs.		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	3	0	0	N.A.	N.A.	0	0	0	3

2.4 No of Guest and Visiting Faculty and Temporary Faculty

| 15 | | | | |

2.5 Faculty Participation in Conferences and Symposia:

No of Faculty	International Level	National Level	State Level
Attended		2	
Presented		1	
Resource Persons			

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

> IQAC encourages use of ICT methods and other interactive and research-oriented teaching methods like smart classroom. Field/ excursion based activity for gathering of practical knowledge is already in place in Geography department but other departments like History are also organizing excursion. Yoga as practical paper is a part of Philosophy Course.

2.7 Total No. of actual teaching days during this academic year **197**

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

> Open-Book tests are held in tutorial classes

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

> Principal regularly attends meetings of Board of Studies in Bankura   University.
>
> Principal is Convener & Moderator of University Theory & Practical Exam under BOS of BKU
>
> Prof. Prokash Kanti Nayek, HOD, Bengali is member of Board of Studies & Convener, Bankura University.
>
> HOD of Philosophy is Head Examiner & Paper Setter of BU & BKU respectively.
>
> HOD of Political Science is Head Examiners & Paper Setter, BKU.

2.10 Average percentage of attendance of students

> Nearly 86 % in average in case of Hons. Subjects and Practical classes. Approx. 75% in General (Pass) courses.

2.11 Course/Programme wise   distribution of pass percentage (Final Year):*

Title of the Programme	Total No. of Students Appeared	Division				
		Distinction%	I %	II %	III %	Pass %
B.A.(Hons)	116	N.A.	8.5%	91.5%	N.A.	71.55%
B.A.(General)	134	N.A.	Nil	13.72%	86.27%	38.05%

> *These are figures are for those candidates who appeared for Burdwan University finals since figures for Bankura University are not available yet.

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

> PowerPoint Presentation is used during classes as much as possible.
>
> Interdisciplinary study is encouraged.
>
> Different types of unit tests like open-book tests are held.
>
> Local Field Excursions are held in Geography, History & Philosophy depts.
> Micro-Seminars among the students by the respective departments are held.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	
UGC - Faculty Improvement Programme	
HRD programmes	

Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	01
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				
Technical Staff				

Criterion - III
3. Research, Consultancy and Extension

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

·   IQAC assisted the college library in choosing text and reference books regularly.

·   IQAC requested the college to allocate internal funds for research activities.

3.2   Details regarding major projects: **None**

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

3.3   Details regarding minor projects **None**

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

3.4   Details on research publications

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

3.5 Details on Impact factor of publications: **3.6586**

Range	Average	h-index	Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations: **Nil**

Nature of the Project	Duration Year	Name of the Funding Agency	Total Grant Sanctioned	Received
Major Projects	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Projects Sponsored by the University/College	--	--	--	--
Student Research Projects (*Other than compulsory by the University*)	--	--	--	--
Any Other (Specify)	--	--	--	--
Total	--	--	--	--

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

 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: **N.A.**

UGC-SAP [ ] CAS [ ] DST-FIST [ ]

DPE [ ] DBT Scheme/funds [ ]

3.9 For colleges   Autonomy **N.A.** CPE **N.A.** DBT Star Scheme **N.A.**

INSPIRE **N.A.** CE **N.A.**

3.10 Revenue Generated Through Consultancy **N.A.**

3.11 No. of Conferences Organized by the Institution

Level	International	National	State	University	College
Number					01
Sponsoring Agencies					

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

3.13 No. of collaborations   International   Nil   National Any other   Nil

3.14 No. of linkages created during this year   Nil

3.15 Total budget for research for current year in lakhs : **Nil**

From Funding agency [ ] From Management of University/College [ ]

Total   N.A.

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	
International	Applied	Nil
	Granted	
Commercialized	Applied	Nil
	Granted	

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

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	--

3.18 No. of faculty from the Institution who are Ph. D. Guides
| Nil |

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)
JRF | Nil | SRF | Nil | Project Fellows | Nil | Any other | Nil |

3.21 No. of students Participated in NSS events:

University Level | 10 | State Level | 03 |

National Level | Nil | International Level | Nil |

3.22 No. of students participated in NCC events:

University Level | Nil | State Level | Nil |

National Level | 01 | International Level | Nil |

3.23 No. of Awards won in NSS:

University Level | Nil | State Level | Nil |

National Level | Nil | International Level | Nil |

3.24 No. of Awards won in NCC:

University Level | Nil | State Level | Nil |

National Level | Nil | International Level | Nil |

3.25 No. of Extension activities organized

University Forum | Nil | College Forum | Nil |

NCC | 02 | NSS | 07 | Any Other | Nil |

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

- ❖ Programme on Road Safety Awareness with local Police Personnel in the slogan of "Safe Drive Save Life"
- ❖ Celebration of International Yoga Day
- ❖ Blood Donation Camp
- ❖ Thalassaemia Awareness Camp
- ❖ Armed Forces Flag Day Celebrations
- ❖ AIDS Awareness Programme
- ❖ Youth Day Celebrations
- ❖ NCC Day Celebrations
- ❖ NSS Day Celebrations through "Tree Plantation" Programme

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	7.6 acres	Nil	N.A.	7.6 acres
Class rooms	15	Nil	N.A.	15
Laboratories	4	Nil	N.A.	4
Seminar Halls	1	Nil	NA..	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	*N.A.*	*9*	*UGC & College*	*9*
Value of the equipment purchased during the year (Rs. in Lakhs)	*N.A.*	210,392	N.A.	*210,392*
Others	*N.A.*	N.A.	N.A.	*N.A.*

4.2 Computerization of administration and library

> Administration and Library was fully computerized. Issue of books and making Acc No is done by SOUL software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value(INR)	No.	Value(INR)	No.	Value(INR)
Text Books	14555	19,380	538	100051	15093	--
Reference Books	100	--	100	--	200	--
e-Books**	--	--	--	--	--	--
Journals	--	--	--	--	--	--
e-Journals**	--	--	--	--	--	--
Digital Database	SOUL	34200	Renewed			
CD & Video	--	--	--	--	--	--
Others (specify)	24maps				24	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Other s
Existing	30 + 5 Laptops	10	Yes	01	00	18	05	01(NCC)
Added	00	00	Yes	00	00	00	00	Wi-Fi
Total	35	10	All	01	00	18	05	01

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

Computer and internet accession training is provided for both teachers & students by Webel Computer Training Centre in our college. Separate entity has been accommodated for Webel for such training

4.6 Amount spent on maintenance in lakhs :

i) ICT

0.23166

ii) Campus Infrastructure and facilities

8.30172

iii) Equipments

6.25075

iv) Others

2.05000

Total :

16.83413

Criterion - V
5. Student Support and Progression
5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC motivated the departments to conduct innovative teaching-learning methods.

Various notices from the University, Government and College related to admission for higher studies, career counseling etc are posted on the College Notice Board and also linked or attached in College Website.

Professors from other colleges hold special classes on selected topics whenever needed.

5.2 Efforts made by the institution for tracking the progression

None

5.3   (a)   Total   Number   of Students

UG	PG	PhD	Others
1610	Nil	Nil	Nil

(b) No. of students outside the state

Nil

(c) No.   Nil   onal students

Men

No	%
660	40.99

Women

No	%
950	59.1

Last Year(2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1046	227	28	238	02	1541	1030	243	36	299	02	1610

Demand Ratio: 1:1.6   **Dropout Ratio: 1.78%**

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

1) Information and notices related to admission to higher education are displayed on the college notice board from time to time.

2) Notices related to recruitment to various government and private organizations are displayed on our career counseling board.

No. of students beneficiaries

All

5.5 No. of students qualified in these examinations: NONE

NET [   ]   SET/SLET [   ] GATE [   ]   CAT [   ]

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

5.6 Details of student counseling and career guidance

Students are guided individually by teachers during or after classes.

No. of students benefitted | No Data Available

5.7 Details of campus placement: **Nil**

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

5.8 Details of gender sensitization programmes

The NSS organizes programmes in this regard as and when required.

5.9 Students Activities

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

State/University Level | 42 | 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 | 02 | National level | Nil | International | Nil

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

5.10 Scholarships and Financial Support

	Number of students	Amount (INR)
Financial support from institution	118	47200
Financial support from government	875	8100000
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11   Student organized / initiatives Nil

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 | 06

5.13 Major grievances of students (if any) redressed: Library materials were updated.

Criterion - VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Providing support to economically challenged students * Integrating curricular knowledge with value education * Education for knowledge, wisdom & self-reliance

6.2 Does the Institution has a management Information System

College and Administration Management Software CAMS was in operation: It maintains major data. Conventional mechanism of information was also in operation.

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

6.3.1   Curriculum Development

This is completely under the purview of the affiliating University (Bankura). However many teachers participated in CBCS Workshops organized by the Bankura University

6.3.2   Teaching and Learning

Encouragement towards research publication and research projects.
Emphasizing on divulging multidisciplinary approach of studies beyond the syllabus.
Students are regularly kept in touch with in informal ways

6.3.3   Examination and Evaluation

Unit tests and surprise class tests were taken.
Some of the departments reviewed the results and taken
correctional measures.

6.3.4   Research and Development

Some faculty members write books and contribute to journals · Some faculty members presented papers in seminars

6.3.5 Library, ICT and physical infrastructure / instrumentation

Progress towards extension of physical infrastructure of the institution was tracked.
Attempts to extend ICT methods in all classes were made

6.3.6 Human Resource Management

Principal, Governing Body and IQAC took adequate measures in this regards keeping in mind constraints of the situation.

6.3.7 Faculty and Staff recruitment

Since there was no recommendation or recruitment from the WBCSC there were no fresh appointments this year.

6.3.8 Industry Interaction / Collaboration

The College Authorities tried their level best but because there are few industries in Bankura District no industry interaction or collaboration could be arranged this year.

6.3.9 Admission of Students

Admission policy was conducted as per Bankura University and State Government of West Bengal norms and actual admission was done through online mode.

6.4 Welfare Schemes for Nil

Teaching	
Non-Teaching	
Students	

6.5 Total corpus fund generated   Nil

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	T.C.
Administrative	No	--	Yes	G.B.

6.8 Does the University/ Autonomous College declare results within 30 days? N.A.

For UG Programmes   Yes [   ]   No [   ]

For PG Programmes   Yes [   ]   No [   ]

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

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

Alumni Association meets whenever possible and interacts with the Principal/Teacher in Charge regarding various academic issues and helps in keeping in touch with local society

6.12 Activities and support from the Parent - Teacher Association

Parent-Teacher Association exists. However, their activities are only beginning to warm up. IQAC is taking initiative in this regard.

6.13 Development programmes for support staff Nil

Employees" Co-operative Society members met once in a year and discussed various problems.

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

No Smoking Zone, Tree Plantation, Anti-Ragging, Swachchata etc.

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.

Nil

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

Different actions were taken for the improvement of loopholes or drawbacks recommended by the Peer Team.

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

Student-Parent-Teacher Committee Meetings were held for understanding the needs of the students.
Evaluation of the faculties by the students through feedback format and indentified the emerging trends.

Provide the details in annexure (annexure need to be numbered as i, ii,..)
7.4 Contribution to environmental awareness / protection

Tree Plantation and Swachchata Abhiyaan by NSS Students.

7.5 Whether environmental audit was conducted?   Yes   No   No

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

No

8. **Plans of institution for next year (i.e 2018-19):**

1) Starting Science Stream
2) New NSS Unit
3) Starting new subjects or departments in humanities & modern subjects
4) Technology upgradation

Name: Dr. P K Banerjee , Principal   Name: D Bhattacharjee

ACADEMIC CALENDAR (PROVISIONAL) FOR THE SESSION 2017 - 2018

a) MODULE -I   :   1st July,2017 to 14th November,2017 = 70 Working Days
b) MODULE -II :   15th November,2017 to 31st December,2017 = 39 Working Days
c) MODULE -III : 1st January,2018 to 30th June,2018 = 129 Working Days
No. of actual teaching days exclude examination/test & observation days

Month	Days in the Month	Number of Holidays	Number of No class days	Number of days available for holding Classes, Exams, Admission work etc.
1	2	3	4	5
		MODULE -I (1st July,2017 to 22nd October, 2017)		
July-2017	31	Sunday: 5days(2,9,16,23,30) Holiday: Nil	5 days	26 days
Aug-2017	31	Sunday: 4days(6,13,20,27) Holiday: RakhiPurnima-7/8, Janmastami-14/8 Independence Day-15/8, Fresher's Welcome-21/8	8 days	23 days
Sept-2017	30	Sunday: 5days(3,10,17,24) Holiday: Id-Uz-Zoha-1/9 & 2/9 Viswakarma Puja -18/9 & Mahalaya - 19/9 Puja Holidays-25/9 to 30/9	14 days	16 days
Oct-2017	31	Sunday: 5days(1,8,15,22,29) Holiday: Puja Holidays-1/10 to 22/10, Chat Puja- 27/10, Jagadhatri Puja-28/10 & 30/10	26 days	5 days
		MODULE -II (23rd October,2017 to 31st December, 2017)		
Nov-2017	30	Sunday: 4days(5,12,19,26) Holiday: Guru Nanak Birthday -3/11, Rasyatra- 4/11 Local Holidays- 17/11 & 18/11	8 days	22 days
Dec-2017	31	Sunday: 5days(3,10,17,24,31) Holiday: Fateha-doaz- daham- 2/12, Sports- 6/12, Annual Function- 14/12 Christmas Day - 25/12 Winter Recess-26/12 to 30/12	14 days	17 days
		MODULE -III (1st January,2018 to 30th June, 2018)		
Jan 2018	31	Sunday: 4days(7,14,21,28) Holiday: New Years' day-1/1 Swamiji's Birthday-12/1, Uttarayan-15/1, Swaraswati puja-22/1, Netaji's Birthday-23/1,	10 days	21days

Month	Days	Holidays		
		Republic Day-26/1		
Feb 2018	28	Sunday: 4days(4,11,18,25) Holiday: Shivaratri-14/2 & 15/2	6 days	22 days
Mar,2018	31	Sunday: 4days(4,11,18,25) Holiday: Holi & DolYatra-1/3 to 3/3 Principal discretion-12/3 Ramnavami-24/3, Mahabir Jayanti-29/3, Good Friday-30/3	11 days	20 days
April-2018	30	Sunday: 5days(1,8,15,22,29) Holiday: Ambedkar Jayanti-14/4, Akshay Tritia-18/4, Buddha Purnima-30/4	8 days	22 days
May-2018	31	Sunday: 4days(6,13, 20,27) Holiday: May day- 1/5, Sab-e-barat-2/5 Rabindra jayanti- 9/5, Panchayet Election - 17/5 & 18/5	9 days	22 days
June-2018	30	Sunday: 4days(3,10,17,24) Holiday: Dasohara-23/6, Id-ul-fitar-25/6 & 26/6 Ultarath- 29/6	8 days	22days
Total	365		127	238
Actual Teaching Days				197

ANNEXURE II

Summary of Students' Feedback for the Academic session 2017-2018
Feedback about different aspects of the Institution

Parameters	Response(%)
Quality of teaching in class room	Excellent: **76%**
	Good: **20%**
	Average: **4%**
Adequacy of teaching-learning process	Excellent: **60%**
	Good: **39.1%**
	Average: **0.9%**
Whether the whole syllabus is completed or not within stipulated period:	Yes: **90%**
	No: **10%**
Whether the unit tests are conducted or not:	Yes: **95.5%**
	No: 4.**5%**
Whether Annual Test Examination is taken or not:	Yes: **100%**
	No: **0%**
Whether the teachers are helpful in extending their co-operation outside their classes:	Yes: **92 %**
	No: **8%**
Co-curricular/ Extension activities of the Department conducted:	Excursion: **30%**
	Field work: **14%**
	Observing important days: **80%**
	Cultural Programme: **40%**
	Community service: **20%**
Suggestions for improvement if any: (summary of suggestions received)	More books required in the library, especially in light of the changes in syllabi due to introduction of subjects like Skill Enhancement Course in the new CBCS format.