

The Annual Quality Assurance Report (AQAR) of the IQAC

AQAR of 2014-15

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2014 to June 30, 2015.)*

Part – A

I. Details of the Institution

1.1 Name of the Institution

MUGBERIA GANGADHAR
MAHAVIDYALAYA

1.2 Address Line 1

Bhupatinagar

Address Line 2

Purba Medinipur

City/Town

Kolkata

State

West Bengal

Pin Code

721425

Institution e-mail address

mugberia_college@rediffmail.com

Contact Nos.

09002275816

Name of the Head of the Institution:

Dr. Swapan Kumar Misra

Tel. No. with STD Code:

03220-270236

Mobile:

09002275816

Name of the IQAC Co-ordinator:

Dr. Kalipada Maity

Mobile:

09434611354

IQAC e-mail address:

Kalipada_maity@yahoo.co.in

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)___WBCOGN 13367_____

1.4 Website address:

www.mgmahaviyalaya.org

Web-link of the AQAR:

www.mgmahavidyalaya.org/naac/naac_report.php

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	-	2007	2012
2	2 nd Cycle	B	2.62	2013	2018
3	3 rd Cycle				
4	4 th Cycle				

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

20.09.2007

1.7 AQAR for the year (*for example 2010-11*)

2014-15

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

a) AQAR 2012-13 submitted to NAAC on 13.03.2014.

b) AQAR 2013-14 submitted to NAAC on 22.01.2015.

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 UGC 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)

Diploma in Tourism & Hotel Management
under Community College of UGC

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

No

University with Potential for Excellence

NA

UGC-CPE

NA

DST Star Scheme

NA

UGC-CE

NA

UGC-Special Assistance Programme

NA

DST-FIST

NA

UGC-Innovative PG programmes

NA

Any other (*Specify*)

Yes

UGC-COP Programmes

Yes

Any other (*Specify*)

UGC sponsored

- (i) Equal opportunity centre
- (ii) Entry into service coaching
- (iii) Remedial coaching for S.C/ S.T/ OBC and Minority
- (iv) Career and Counselling cell
- (v) *Diploma in Tourism and Hotel Management and Food Processing under Community College*

2. IQAC Composition and Activities

2.1 No. of Teachers

09

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

01

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.	<input type="text" value="1"/>	Faculty	<input type="text" value="1"/>
Non-Teaching Staff	<input type="text" value="1"/>	Alumni	<input type="text" value="1"/>
Students		Others	<input type="text" value="0"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Initiation to start the Community College which is approved by UGC on 11th June 2015
2. Proposal made by the IQAC for RUSA grants on 29.05.2015. The college has received the amount of Rs. 2 Crore and accordingly the proposed work has been started under the guidance of IQAC.
3. The CPE proposal for XII plan period has been placed in the meeting of IQAC, which was finalized under the directions of the IQAC members and duly forwarded to the University for their considerations.
4. Faculty members were encouraged to send more research proposals by the research committee constituted by IQAC and some minor research project from UGC have been obtained.

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 construct a separate Science building.	Sanction of Rs. 70 lakh from RUSA has been achieved vide ref. no. 09-EH/RUSA-09/2015-Com-7 dated 12.05.2015 for new construction.
To develop at least five smart classes in the college	Two smart classes have been developed.
To maximize the use of A/V aids including use of LCD in all classrooms	Two LCD/LED projectors have been procured and now being used in classrooms.
To obtain more major and Minor Research Projects in the college and maximize the number of minor research projects.	One Minor Research Project from UGC was obtained in the Departments of Philosophy.
To increase the infrastructural support to the student grievance and counseling cell which includes increase of space, number of computers and manpower.	Three more computers and one printer, LED projector has been purchased. Student counselors are made available on all days including Sundays.
To install green generators in the entire college for continuous power supply	Two green Generators are now working in the campus.
Proposal submitted to UGC for advance diploma in Tourism and Hotel Management and Food Processing under Community College	Sanction of Rs. 71.96 Lakh for Diploma Course in Tourism and Hotel Management
Proposal for CPE under XII Plan submitted to Vidyasagar University for approval	University approved the proposal and sent to the UGC
Submitted 05 proposals for National Seminars to UGC	05 National Seminar approved
Proposal submitted to UGC for Deen Dayal Upadhyay for KAUSHAL	Not approved

<i>Proposal submitted to UGC for B.Voc. Degree programme</i>	<i>Not approved</i>
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** Attach the Academic Calendar of the year 2014-15 as **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

Management appreciated the IQAC body. They approved the AQAR and all the decisions of IQAC. The management also suggested to develop all the rest class rooms equipped with LCD projector and other audio visual aids. They also suggested to apply for more job oriented courses so that maximum students of this institution may get employment.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	01	01	01	00
UG	20	00	00	00
PG Diploma	00	00	00	00
Advanced Diploma	00	00	00	00
Diploma	01	01	00	00
Certificate	04	00	00	04
Others	00	00	00	00
Total	26	02	01	04
Interdisciplinary	00	00	00	00
Innovative	00	00	00	00

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	Nil
Annual	25

1.3 Feedback from stakeholders* Alumni Yes Parents Yes Employers No Students Yes
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure : Please see in Annexure-II*

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

Syllabus are revised in 2014 by the university. Our faculty members participated in this workshops and many of the faculty members also have contribution as members of BOS.

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

Introduction of M.P.Ed course with 40 seats capacities and *Diploma Course in Tourism and Hotel Management* in the college with 50 seats capacities.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
61	22	11	01	27

2.2 No. of permanent faculty with Ph.D.

18

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
04	18	00	00	00	00	00	00	00	00

2.4 No. of Guest and Visiting faculty and Temporary faculty

24

07

31

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	92	10
Presented papers	05	30	05
Resource Persons	00	03	01

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

Language Lab, Smart class room, Student feedback system, Online access through Infilbnet facility, Online Admission system.

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

219

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

The institution follows the reforms of affiliated University. The University has reformed the internal examination system reducing the number of examination to two per year for honours paper and one per year for general paper. Class tests have been introduced. Marks allotment and pattern of questions has been revised.

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

03	03	08
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2.10 Average percentage of attendance of students

76%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	300		2.67%	94.33%		97.1%
B.Sc.	72		1.40%	91.66%		93.06%
B.Com.	33		24.20%	75.80%		100%
B.P.Ed	48		79.17%	20.83%		100%
M.P.Ed	40		-	-	-	-

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

(i) Implementing academic calendar including the internal examination scheduling through academic calendar (ii) Monitoring the Class routine (iii) Monitoring the process of Student feedback (iv) Monitoring and analysis the process of parent feedback (v) Implementation of recommendations emerging out of the feedback mechanism. (vi) Monitoring and analysis the results of the all departments (vii) Insist the faculty members of every department to organize seminars and also insist the students to deliver lecture in the class rooms as part of their personality development (viii) Insist and help every faculty members to apply minor / major research project to UGC through research cell.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	01
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	15
Staff training conducted by the university	01
Staff training conducted by other institutions	05
Summer / Winter schools, Workshops, etc.	00
Others	00

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	27	02	00	07
Technical Staff	01	00	00	03

Criterion – III

3. Research, Consultancy and Extension

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

IQAC takes initiatives to promote research climate in the institution every time by encouraging the faculty members to apply for various research projects. IQAC suggested to the GB of the college to expand infrastructure and provide computer and internet facility for every department. As per IQAC suggestion, College furnishes infrastructure and computer facility and introduce INFLIBNET facility in Library and Research Cell .

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	01	01	00
Outlay in Rs. Lakhs	00	890800/-	00.00	00

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	07	12	02	01
Outlay in Rs. Lakhs	172192/-	2127000/-	51000/-	36500/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	20	3	6
Non-Peer Review Journals	00	2	3
e-Journals	20	01	1
Conference proceedings	02	4	5

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2014-2015	UGC	00.00	00.00
Minor Projects	2014-2015	UGC	51000/-	567192/-
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 <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total			51000/-	567192/-

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

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	00	01	00	00	01
Sponsoring agencies	Nil	UGC	Nil	Nil	College

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency	2029758/-	From Management of University/College	50000/-
Total	2529758/-		

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
00	02	02	00	00	00	00

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

02
03

3.19 No. of Ph.D. awarded by faculty from the Institution

00

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	00	SRF	00	Project Fellows	01	Any other	00
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3.21 No. of students Participated in NSS events:

University level	15	State level	00
National level	00	International level	00

3.22 No. of students participated in NCC events:

University level	00	State level	09
National level	16	International level	00

3.23 No. of Awards won in NSS:

University level	00	State level	00
National level	00	International level	00

3.24 No. of Awards won in NCC:

University level	00	State level	00
National level	00	International level	00

3.25 No. of Extension activities organized

University forum	00	College forum	05		
NCC	03	NSS	04	Any other	02

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

1. Three NSS and one NCC units have been established on the college campus. The students of these units perform the following activities:
 - I. Awareness camp on HIV/AIDS, Child Marriage, Female Infanticide, Global Warming, Evils of Alcoholism, Awareness rally on Human Rights, Plastic-Waste handling, etc.
 - II. Seven days special camp of NSS units has been organized in our college campus during last week of December. Volunteers were given a schedule of work during this period on which the volunteers performed the following works.
 - III. Pulse Polio Activities
 - IV. Traffic Police in Puja Holy day
 - V. Activities in Literacy movement.
 - VI. Cleaning college campus.
 - VII. Cleaning the surrounding area of the college,
 - VIII. Cleaning the market area and nearby villages of our college.
 - IX. Cleaning the NSS Gardens
 - X. Fencing of the NSS Garden
 - XI. Blood Donation Camps,
 2. Every year an invitation foot ball tournament for boy's upto class VIII from the schools offering teaching practices for the B.P.Ed & M.P.Ed students.
 3. The students of M.P.Ed offering free coaching in Athletics, Foot ball , Kabadi & Kho-Kho among the students from nearby school.
 4. Every year during departmental annual outdoor camp, the students of B.P.Ed & M.P.Ed offer social service and health nutrition and sanitation awareness programmes beside the localities of the camp site.
 5. The dept. of Physical Education offering health & wellness awareness to the aged (Senior Citizen) people providing laboratory and gymnasium facilities.

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	5.34 acres	00.00 acres	-	-
Class rooms	33	01	State Gov.	4.80 lakhs
Laboratories	15	01	College Fund	9.5 lakhs
Seminar Halls	01	00	00	00
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	13	01	UGC, College fund	5.65 lakhs
Value of the equipment purchased during the year (Rs. in Lakhs)			BEUP, UGC and College fund	6.28lakhs
Others	Nil	Nil	Nil	Nil

4.2 Computerization of administration and library

Yes

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	24299	-	400	100863/-	24299	-
Reference Books	2000	-	200	40000/-	2000	-
e-Books	180	-	08	4000/-	180	-
Journals	06	-	02	1000/-	08	-
e-Journals	00	-	15	5500/-	15	-
Digital Database	00	00	00	00	00	-
CD & Video	05	-	05	1000/-	10	-
Others (specify)	00	00	00	00	00	00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	52	32	21	0	0	09	11	0
Added	12	12	0	0	0	0	0	0
Total	64	44	21	0	0	09	11	0

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

Computers and internet access available for teachers and students within campus

4.6 Amount spent on maintenance in lakhs :

i) ICT

0.63 lakh

ii) Campus Infrastructure and facilities

29.43 lakhs

5.65 lakh

iii) Equipments

iv) Others

0.10 lakhs

Total :

35.81 lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has encouraged and forwarded several proposals to GB for increasing support to Career Advancement centre(Training and counselling of the college), Women Cell , Counselling Cell at the time of admission in various courses including self financing courses, regular seminar, applying minor/major research projects to UGC, DST, DBT, etc.

5.2 Efforts made by the institution for tracking the progression

1. Efforts being always made to tracking the progression as well as university results of the students in part 1, Part 2 and Part 3 Exam through academic committee meeting in different departments. This system has been supplemented by discussions within TC meeting as well.
2. Every year efforts was taken to analyse and re-asses the feedback reports within departments.
3. To empower the girl students, members of IQAC in association with the Institute formed Women cell . The cell identify various problems both within campus and outside campus and also raise suitable solution of the said problem.
4. Start computerize facility to access the library books for all students.
5. Continue the Spoken English course to enrich language skill of the students.
6. Regular seminar organization with free of cost to gather knowledge among student in different direction .

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2142	40	00	00

(b) No. of students outside the state

00

(c) No. of international students

00

	No	%		No	%
Men	1152	52.79%	Women	1030	47.21%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1687	263	13	125	07	2095	1711	288	18	160	05	2182

Demand ratio 1.4

Dropout 09%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)(Please see Annexure-III)

- | |
|--|
| <ol style="list-style-type: none"> 1. Communicative English 2. Career Counselling Cell 3. Career Oriented Programme |
|--|

No. of students beneficiaries 189

5.5 No. of students qualified in these examinations

NET	01	SET/SLET	01	GATE	02	CAT	Nil
IAS/IPS etc	Nil	State PSC	Nil	UPSC	Nil	Others	03

5.6 Details of student counselling and career guidance (Please see Annexure-III)

- | |
|--|
| <ol style="list-style-type: none"> 1. Communicative English 2. Remedial Coaching for SC & ST Candidate 3. Career Counselling Cell 4. Career Oriented Programme |
|--|

No. of students benefitted 196

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
00	00	00	00

5.8 Details of gender sensitization programmes

No such programme has been initiated yet, but women cell sometimes arranged seminars with parents and teachers to discuss about gender sensitization.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount Rs.
Financial support from institution	516	Rs. 79315.00
Financial support from government	54	Rs. 584000.00
Financial support from other sources	52	Rs. 520000.00
Number of students who received International/ National recognitions	00	00

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____ Nil _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

From its very beginning the college is committed to its great motto of maintaining qualitative standard in higher education and also in developing the human and cultural values of the students. The institution's mission is enunciated in the Memorandum of Association of the Society, promoting the College. The main aim of the Society was to promote the facilities for higher education among the poor people to develop their intellectual, cultural, social and moral aspects such that the surrounding society in which they live can become a developed one with all respect. The college is trying to transmit its mission from its inception.

In this respect the institution is always trying to take initiative steps in developing human and cultural values of the students and in fulfilling the needs of society. Some such activities are listed below:

1. The NSS and NCC unit of the college always take leadership role to organize various social activities
2. The Music Department and the Cultural unit of the college take initiative role to organize and celebrate different cultural events.
3. In the sports division, the college students play a leadership role in University Inter College sports competition, District and State Level Youth Parliament Competition etc.
4. The B.P.Ed Department of the college took leadership to organize National Meet. As per example, the college organised "XXI West Bengal Inter Physical Education Institutions Cultural & Athletic Meet-2010", Dated 05.02.2010 and 06.02.2010.

In respect of future planning to fulfil the vision, the institution is always trying to take initiative for opening new section and modifying or developing the existing one. For example, the institution aims at

To open M.P.Ed. Course.

To start Honours courses for Botany, Zoology, Physiology, Nutrition, Education etc. which already exist as general courses.

To construct more smart class rooms with all amenities.

To establish the tennis court, up gradation of auditorium etc.

Besides above mentioned plans, the College has targeted to build up its own hostels instead of rented hostel for students coming from remote distances.

6.2 Does the Institution has a management Information System

Yes.

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

6.3.1 Curriculum Development

It is developed from the discussions of Principal with the Teachers' Council followed by approval of those in the Governing Body.

The policy is driven from the beginning of the session. Departments take leadership role to run this policy smoothly.

The quality policy is monitored and reviewed by Principal and Teachers' Council on the basis of students' performance in internal assessment, annual results and success in various competitive examinations.

Principal is the pioneer of decision making as well as executor of the decisions taken by various bodies.

The decision making process includes the following steps:

Proposals taken by various sub committees and wings of the college sent to Principal.

Principal discusses those proposals with the respective committees or wings or in general with all the stakeholders of the college.

Then Principal sits with the Governing Body of the College, the top managerial body. Governing Body, in accordance with the provisions of University Statute, Govt. acts and orders and on the basis of discussions said above finally make the decisions.

6.3.2 Teaching and Learning

- a) Allotment of sufficient class rooms and laboratories.
- b) Purchase of sufficient books, teaching learning aids and lab equipments.
- c) Offering facilities to use modern technology.

Besides these, tutorial classes and remedial classes are arranged for weaker students. To provide modern teaching tools including A/V aids and internet access for students and faculty members. Strengthening of seminar library and central library Attendance of the students in class is strictly monitored.

6.3.3 Examination and Evaluation

Practice tests to improve and track performance of the students. Internal examinations are conducted as per university norms and are strictly monitored at the departmental level.

6.3.4 Research and Development:

- a) Built up infrastructure.
- b) Supplying computer with internet facilities.
- c) Easy access of researchers in the college library with their requisite books and journals.
- d) Financial reward for each National and International publication to encourage in research engagement.

Besides these, the research Committee tracks, monitors and encourages research activities. Modern laboratories have been setup with the funds from UGC CPE, BSR, DST

FIST. Faculties are encouraged to send research proposals and publications are highly appreciated at the institutional level.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ✓ The college has a library sub -committee for monitoring the activities of the library
- ✓ A closed access central library
- ✓ Computerization of library is initiated with SOUL 2.0 software supplied by INFLIBNET.
- ✓ Connectivity and reprographic facility. It has recently acquired e-resources.
- ✓ Open access system has been introduced.

6.3.6 Human Resource Management

The structure of the administrative functions are given by

- a) Governing body
- b) Assisting sub committees of G.B.
- c) Teachers' Council
- d) Students, Teachers and Non-teaching staffs forming different executive bodies.

Performance of the staff members are monitored by the authority and GB . Recruitment of teachers is done by the college Service commission. Visiting faculties and guest faculties are appointed following university guidelines.

6.3.7 Faculty and Staff recruitment

All efforts are made to fill up the vacant posts and requisitions are send to CSC and Higher Education department . Guest faculties are recruited time to time considering the departmental requirements. Temporary staff members are recruited in office, laboratories and in the hostel as per requirements.

6.3.8 Industry Interaction / Collaboration

No such industry interactions are yet made.

6.3.9 Admission of Students

Publicity of admission made known through prospectus, local news paper and website.

Admission is on merit basis.

B.P.Ed admission as per NCTE norms

State reservation policy adopted in admission. Some seats are reserved for woman in B.E.Ed.

6.4 Welfare schemes for

Teaching	College Co-operative
Non teaching	College Co-operative
Students	Student aid fund , Health Home Scheme

6.5 Total corpus fund generated College -6868570.00+ UGC-3487000.00+State Gov.-4022216.00.=Rs. 1,43,77,786.00

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	Yes	University, NAAC	Yes	Academic Committee
Administrative	Yes	Accounts Section of the DPI	Yes	Bursar

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

For UG Programmes Yes No

For PG Programmes Yes No

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

The University reform the examination system. Our college follows the said system.

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

Nil.

6.11 Activities and support from the Alumni Association

The Alumni being important stakeholders be actively involved in all the developmental programmes of the College. In view of that the Students of our college have formed alumni association since 2007 with Registration No. S/1L/46162 of 2007-08. At present the organising body comprises with Dr. Swapan Kr. Misra, president; Mr. Mathuranath Tripathy, Secretary; Mr. Dinataran Tripathy, Treasurer and other executive members. They have done the following activities:

1. Fund for Campus beautification.
2. Fund for student aid fund.
3. Providing legal help to alumnae.
4. Organizing seminars and lectures on special occasions.

6.12 Activities and support from the Parent – Teacher Association

Parents are the important segment of our college. Parent teacher meet is organized annually, parent committee is formed every year and feedback of parents is discussed in academic committee and IQAC. Suggestions emerging from the meet and parent feedback sheet were summarised in IQAC . These were analysed and necessary steps were taken.

6.13 Development programmes for support staff

The college has at present twenty five computers with internet connection and one smart class room to enhance the professional development of its teaching and non teaching staff. The college regularly arranged the state level and National level seminars for their advancement of learning. Also the college has six TV with cable connection for their refreshment.

The institution always look after scopes for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform. The university and Academic Staff College arranges various programmes time to time to refresh and orient the knowledge of academic and non-teaching staff. The staffs have to attend those programmes for their promotion purposes. Recently five non-teaching staff attend computer training programme organized by the university. The teachers often participate in National and International seminars for their advancement of learning and motivating the employees for the roles and responsibility they perform.

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

- (i) Tree plantation by NSS Units and NCC units.
- (ii) Reform of the pond in the college
- (iii) As per the decision of IQAC with planting of more than 100 saplings and making the college campus as a plastic free zone.

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.

1. Language Lab, 2013
2. Formation of environmental Cell, 2013
3. Facility of INFLIBNET for different users, 2013
4. Women cell, 2013

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

beginning of the year

- a) We sent the SSR to the NAAC for Re-accreditation of the college.
- b) We have completed the extension of Library Building.
- c) We sent the proposal to NCTE for affiliation of M.P.Ed.
- d) We have purchased Books and Equipments for proposed M.P.Ed.
- e) We have completed the computerisation system in Library.

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

Title of the Practice

Regular Internal assessment of students

2. Goal

The goal of introducing the practice is to attract the students to the classes so that they can regularly attend and follow the classes. It is also to assess the performance of the students regularly and suggest them to develop their performance. Ultimately the goal of the practice is to grow an interest of the students to follow the class teaching.

3. The Context

To make the students regular and attentive in classes and schedule, the internal assessment has been designed at the regular interval of an academic session so that the students have to come to college to cope up them-selves with the system in the present situation. Though it is difficult to implement the practice according to its desired goal, the college is trying its best.

4. The Practice

The college have introduced a methodical internal assessment system for last six years. Each student of each year/part has to sit for 5 internal assessments of 10 marks each for every honours paper and 2 internal assessment of 10 each for every general paper. The average marks of 5 papers / 2 papers are taken into account for final University examination. University examination are taken for 90 marks out of 100 marks on each theoretical paper of honours/general. Internal assessment numbers out of 10 marks are sent by college to the university for making the final result of each paper.

Our college has been maintaining its internal examination system methodically. Short term notice are given to the students for taking their examination. Answers scripts are carefully examined and suggestions for developing their performance are also being provided to the students by the departmental teachers.

5. Evidence of Success

Through the process of internal assessment, the students are coming into close contact of teachers, they are facing the problem of preparing the answers of internal assessment throughout the year. The teachers have a constant look on their performance. And it is evidenced that they have been performing better day by day. Their development are also being reflected in their results in University final examination.

6. Problems Encountered and Resources Required

The internal system of examination or assessment requires sufficient number of faculty members of each department for preparing the question paper, evaluation or assessment of answer scripts and recording and filling of marks after assessment. The college is at present suffering from lack of teachers in all the departments to achieve the desired goal.

7. Notes (Optional)

Nil.

Presentation of Best Practice-II

1. Title of the Practice

Students' Aid & Motivation

2. Goal

This is an Aid & motivation of the students to obtain their best possible performance. The college is situated in a rural agriculture based economy area. Most of the students come from the families depend on agriculture only and they are financially backward. Students coming from these families face the financial constraints to complete their college education with a goal or view to help and motivate these students the college introduced and provides a general tuition fee concession and students 'financial aid to the students coming from "Below poverty level" and other financially backward community. The college also provides full free studentship to the students getting highest marks in each discipline. Rewards and prizes are also given away for the good academic performances and performance in annual cultural and sports-games competition to unfold their inherent possibilities.

3. The Context

In order to provide such financial assistance and motivational rewards and prizes, the college is to spend a lot from its limited revenue collected from students. There are also a lot of problems to choose the beneficiaries of assistances and rewards among the huge numbers of poor students coming from "Below poverty level" community. Although the college is trying its best to continue these practices effectively to motivate and help the students to get their best possible result.

4. The Practice

Students are rewarded with prizes (Specially valuable books required for their higher studies) for standing in the position of 1st, 2nd and 3rd in each year for honours and general courses. The prizes are given away to the students in annual cultural function of the college by the distinguished personality of academics. Tuition fee concession and financial help from students aid fund are being provided to the poor and meritorious students in each year. Besides these supports, Teachers council of the college and west Bengal college and university teachers' association, Mugberia college unit are also extending the hands of help and co-operation to the poor and meritorious students of the college.

5. Evidence of Success

Most of the benefited students coming from the backwards community have been performing better through these practices. Most of the cases, they have been performing better than that of their higher secondary examination. These can be evidenced through the perusal of the result in each year / part of university examination.

6. Problems Encountered and Resources Required

The college has been facing problems encountered by the paucity of funds to continue these practices. The college is situated in rural financially backward area, so the students' strength is not so large that the college can manage the fund for rendering the assistance and rewards to the students from the tuition fees and others fees collected from general students. Only the Gov. (state /central), UGC may provide special grants to finance such practices in the college to make the practices more effective in different plan periods.

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

7.4 Contribution to environmental awareness / protection

Proper electricity management

Check dam construction

Carbon neutrality through tree plantation

Hazardous waste management through drainage system.

7.5 Whether environmental audit was conducted? Yes No

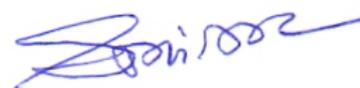
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis) : Nil

8. Plans of institution for next year

(i) Re- accreditation by NAAC.

(ii) Open the M.P.Ed course,

(iii) Library extension



Name ___Dr. Kalipada Maity_____

Name ___Dr. Swapan Kumar Misra_____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____***_____ **Annexure I**

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Academic calendar of Honour and general courses for 2014-15 academic year.

 **VIDYASAGAR UNIVERSITY**
Office of the Secretary, Council for Under Graduate Studies
Midnapore – 721102, Paschim Medinipur, West Bengal.

Ref. No. VU/UG/415 /2014 Date. 05.08.2014

From: Dr. M.K. Gole
Secretary
Council for Under Graduate Studies
Vidyasagar University

To: The Principal/TIC
Affiliated Colleges
Vidyasagar University

Sub : Academic Calendar (2014-15) of the affiliated U.G. Colleges, Vidyasagar University.

Sir,

Please find herewith the **Academic Calendar (2014-15)** for your information & necessary implementation during the session 2014-15.

Thanking you,

Sincerely yours,


Dr. M.K. Gole
Secretary
Council for Under Graduate Studies
Vidyasagar University

Encl. Academic Calendar

Copy to : *Mugberia* College/Mahavidyalaya.

VIDYASAGAR UNIVERSITY
Midnapore - 721102

ACADEMIC CALENDER FOR U.G. COLLEGES

For the Session 2014-2015
1st Term 01.07.2014 to 25.10.2014

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/Exam.	Remarks
July-2014	(1)	(3)	(4)	(5)	(6)	(7)
	1 st	July (1-5)	Nil	Nil	5 days	
	2 nd	July (6-12)	06.07.2014(Sunday)	1 day	6 days	10.07.2014 Commencement of 1 st year B.A./B.Sc./B.Com classes.
July-2014	3 rd	July (13-19)	13.07.2014(Sunday)	1 day	6 days	21.07.2014-Starting day of admission of 2 nd & 3 rd year B.A./B.Sc./B.Com students.
	4 th	July (20-26)	20.07.2014(Sunday)	1 day	6 days	23.07.2014 Last date of Admission of 1 st year B.A./B.Sc./B.Com students. 25.07.2014- Commencement of 2 nd & 3 rd year B.A./B.Sc./B.Com classes.
July - August 2014	5 th	July 27 - Aug - 02	27.07.2014(Sunday) 29.07.2014(16-17-18-19)	2 days	5 days	31.07.2014 - Last date of change of subjects for 1 st year B.A./B.Sc./ B.Com students.
August - 2014	6 th	August (3-9)	03.08.2014(Sunday)	1 day	6 days	
	7 th	August (10-16)	10.08.2014(Sunday) 15.08.2014(Independence day)	2 days	5 days	12.08.2014-Last date of filling up of Registration forms for 1 st year B.A./B.Sc./B.Com students.

Approved
14/08/2014
V. S. Ghosh
Registrar
Vidyasagar University

			August (17-23)	17.08.2014(Sunday) & (Jainmastam)	1 day	6 days	18.08.2014 - Last date of submission of academic auditing report to V.U. 22.08.2014 - Last date of submission of registration form to V.U. by the college for 1 st Year B.A./B.Sc./B.Com students. Without fine. 22.08.2014 - Last date of Admission for 2 nd & 3 rd year B.A./B.Sc./B.Com students
		August (24-30)	24.08.2014 (Sunday)		1 day	6 days	
August - September 2014	10 th	August-31 - Sept-06	31.08.2014 (Sunday)		1 day	6 days	01.09.2014 - Last date of submission of registration form to V.U. for 1 st year B.A./B.Sc./B.Com students with fine
September - 2014	11 th	September (07-13)	07.09.2014 (Sunday)		1 day	6 days	04.9.2014 - Last date of submission of Teachers' Bio data to V.U. 1 st week of September Inter College Cultural Meet.
	12 th	September (14-20)	14.09.2014 (Sunday)		1 day	6 days	
	13 th	September (21-27)	21.09.2014 (Sunday) 23.09.2014 (Mahalaya)		2 days	5 days	
Sept. - Oct. - 2014	14 th	Sept.-28 Oct.-04	28.09.2014 (Sunday) 29.09.2014 (University Foundation Day) 30.09.2014 (Puja Holidays begin) 02.10.2014 (Gandhiji's Birth Day) 05.10.2014		7 days	Nil	
	15 th	October (05-11)	11.10.2014 (Puja Holidays)		7 days	Nil	
	16 th	October (12-18)	12.10.2014-18.10.2014 (Puja Holidays)		7 days	Nil	
Oct-14	17 th	October (19-25)	19.10.2014-25.10.2014 (Puja Holidays) 23.10.2014 - 25.10.2014 (Kali puja & Bhatridwatia)		7 days	Nil	
					43 Days	74 Days	


 V. V. Giri Memorial University
 Bhubaneswar

N.B : At least 2 class tests per paper for Honours subjects and at least 1 class test per paper for Pass subjects will have to be conducted by the College within the period of the 1st Term

2nd Term 25.10.2014 to 01.01.2015

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/Exam.	Remarks
Oct-Nov-2014	18 th	Oct-26- Nov-01	26.10.2014(Sunday)	1 day	6 days	
November 2014	19 th	November (02-08)	02.11.2014(Sunday) 04.11.2014(Muharram) 06.11.2014 (Guru Nanak's Birth Day)	3 days	4 days	
	20 th	November (09-15)	09.11.2014(Sunday)	1 day	6 days	
	21 st 22 nd	November (16-22) November (23-29)	16.11.2014(Sunday) 23.11.2014(Sunday)	1 day 1 day	6 days 6 days	
November-December 2014	23 rd	Nov-30-Dec-06	30.11.2014(Sunday)	1 day	6 days	
December 2014	24 th	December (07-13)	07.12.2014(Sunday)	1 day	6 days	
	25 th	December (14-20)	14.12.2014(Sunday)	1 day	6 days	
	26 th	December (21-27)	21.12.2014(Sunday) 25.12.2014 to 27.12.2014(Winter Recess) 25.12.2014 (Christmas Day)	4 days	3 days	
Dec-2014 Jan-2015	27 th (Pao)	Dec-28- Jan-01	28.12.2014 to 01.01.2015(Winter Recess)	5 days	Nil	
				19 Days	49 Days	

Dr. G. S. Grewal
 Principal
 25.10.2014

41 st	April (05-11)	05.04.2015(Sunday)	1 day	6 days	
42 nd	April (12-18)	12.04.2015(Sunday) 14.04.2015(Birth Day of Dr.BR Ambedkar) 14.04.2015(Chaitra Shankranti) 15.04.2015(Rangla Maha Bavsha)	3 days	4 days	
43 rd	April (19-25)	19.04.2015(Sunday)	1 day	6 days	
44 th	April - 26 May-02	26.04.2015(Sunday) 01.05.2015(May Day)	2 days	5 days	
45 th	May(03-09)	03.05.2015(Sunday) 09.05.2013(Rabindranath Birth Day)	2 days	5 days	
46 th	May(10-16)	10.05.2015(Sunday) 16.05.2013 to18.05.2013(Summer recess)	4 days	3 days	
47 th	May(17-23)	17.05.2015-23.05.2015 (Summer recess)	7 days	—	Exam, administrative work, academic task, etc.
48 th	May(24-30)	24.05.2015-30.05.2015 (Summer recess)	7 days	—	Exam, administrative work, academic task,etc
49 th	May-31 - June-06	31.05.2015-06.06.2015 (Summer recess)	7 days	—	Exam, administrative work, academic task, etc.
50 th	June (07-13)	07.05.2015-13.05.2015 (Summer recess)	7 days	—	Exam, administrative work, academic task, etc.
51 st	June(14-20)	14.06.2015-20.06.2015 (Summer recess)	7 days	—	Exam, administrative work, academic task, etc.
52 nd	June(21-27)	21.06.2015-27.06.2015 (Summer recess)	7 days	—	Exam, administrative work, academic task,etc.
53 rd	June(28-30)	28.06.2015-30.06.2015 (Summer recess)	3 days	—	Exam, administrative work, academic task, etc.
			78days	102 days	


 B. O. College
 Bangalore University

State Council of Educational Research and Training
U.G. Council
University

At least 2 class tests per paper for Honours subjects and at least 1 class test per paper for pass subjects will have to be conducted by the college within the period of 3rd term.

Total no. of days available for holding classes/examination: 74+49+102= 225 days.

Principal/Teacher -in-Charge(s) are requested to follow the academic calendar strictly. Any deviation from the specified list of holidays will not be allowed unless prior approval is obtained from the Secretary, U.G. Council, Vidyasagar University. This academic calendar is provisional.

Academic calendar of B.P.Ed for 2014-15 academic year.



VIDYASAGAR UNIVERSITY
Office of the Secretary, Council for Under Graduate Studies
Medinipur - 721102, Paschim Medinipur, West Bengal.

Ref No. VU/UG/420/2014

Date: 20.08.2014

From: Dr. M.K. Gole
Secretary
Council for Under Graduate Studies
Vidyasagar University

To: The Principal/HIC
Affiliated Colleges
Vidyasagar University

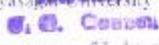
Sub : Academic Calendar (2014-15) for BPEd

Sir,

Please find herewith the **Academic Calendar of B.PEd (2014-15)** for your information & necessary implementation during the session 2014-15.

Thanking you,

Sincerely yours,


Dr. M.K. Gole
Secretary
Council for Under Graduate Studies
Vidyasagar University


Encl. Academic Calendar of B.PEd (2014-15)

Copy to: Mugberia Gangadhar College Mahavidyalaya.



VIDYASAGAR UNIVERSITY

Midnapore - 721102

ACADEMIC CALENDER FOR B.P.ED. COLLEGES

For the Session 2014-2015

(Signature)
 Director,
 B. G. College,
 Midnapore University

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/Exam.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
July-2014	1 st	July (1-5)	Nil	Nil	5 days	
	2 nd	July (6-12)	06.07.2014 (Sunday)	1 day	6 days	
	3 rd	July (13-19)	13.07.2014 (Sunday)	1 day	6 days	
	4 th	July (20-26)	20.07.2014 (Sunday)	1 day	6 days	
July - August 2014	5 th	July 27 - Aug - 02	27.07.2014 (Sunday) 29.07.2014 (Id-Il-Fitr)	2 days	5 days	01.08.2014 - Last date of admission & commencement of B.P.Ed classes
	6 th	August (3-9)	03.08.2014 (Sunday)	1 day	6 days	
August - 2014	7 th	August (10-16)	10.08.2014 (Sunday) 15.08.2014 (Independence day)	2 days	5 days	14.08.2014 Last date of submission of Auditing report to V.U.
	8 th	August (17-23)	17.08.2014 (Sunday) & (Janmastami)	1 day	6 days	26.08.2014 - Last date of submission of Registration form to V.U for other Univ students without fine.
	9 th	August (24-30)	24.08.2014 (Sun day)	1 day	6 days	
August - September - 2014	10 th	August 31 - Sept - 06	31.08.2014 (Sunday)	1 day	6 days	01.09.2014 - Last date of submission of Registration form to V.U for other Univ. students with fine. 03.09.2014 - Last date of submission of Teacher's Bio data to V.U. 1 st week of September Inter College Cultural meet.

By/As

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/Exam.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
September-2014	11 th	September (07-13)	07.09.2014(Sunday)	1 day	6 days	
	12 th	September (14-20)	14.09.2014(Sunday)	1 day	6 days	
	13 th	September (21-27)	21.09.2014(Sunday) 23.09.2014(Mahalaya) 28.09.2014(Sunday) 29.09.2014(University Foundation Day) 30.09.2014(Puja Holidays begin) 02.10.2014 [Gandhiji's Birth Day] 05.10.2014-(Sunday) 11.10.2014(Puja Holidays) 06.10.2014-(Id-Uz-Zuhra) 12.10.2014-(Sunday) 12.10.2014-18.10.2014 (Puja Holidays) 19.10.2014-(Sunday) 19.10.2014-25.10.2014 (Puja Holidays) 23.10.2014 - 25.10.2014 (kali puja & Bhatrdwatia)	2 days	5 days	
Sept - Oct. 2014	14 th	Sept.-28- Oct. -04		7 days	Nil	
	15 th	October (05-11)		7 days	Nil	
October 2014	16 th	October(12-18)		7 days	Nil	
	17 th	October(19-25)		7 days	Nil	
Oct.-Nov-2014	18 th	Oct.26- Nov.01	26.10.2014(Sunday)	1 day	6 days	
	19 th	November (02-08)	02.11.2014(Sunday) 04.11.2014(Muharram) 06.11.2014 (Garu Nanak's Birth Day)	3 days	4 days	
November 2014	20 th	November (09-15)	09.11.2014(Sunday)	1 day	6 days	
	21 st	November (16-22)	16.11.2014(Sunday)	1 day	6 days	
	22 nd	November (23-29)	23.11.2014(Sunday)	1 day	6 days	1 st term Practical examination from 25.11.2014 to 05.12.2014

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/Exam.	Remarks
(1) November-December 2014	(2) 23 rd	(3) Nov-30-Dec-06	(4) 30.11.2014(Sunday)	(5) 1 day	(6) 6 days	(7)
December 2014	24 th	December (07-13)	07.12.2014(Sunday)	1 day	6 days	
	25 th	December (14-20)	14.12.2014(Sunday)	1 day	6 days	
	26 th	December (21-27)	21.12.2014(Sunday) 25.12.2014 to 27.12.2014(Winter Recess) 25.12.2014 (Christmas Day)	4 days	3 days	
Dec-2014 Jan-2015	27 th	Dec-28- Jan-01	28.12.2014(Sunday) 28.12.2014 to 01.01.2015(Winter Recess) 01.01.2015(New year's Day)	5 days	2 days	
January 2015	28 th	January (4-10)	04.01.2015 (Sunday) 04.01.2015(Fateah-ruzz- dahaam)	1 day	6 days	
	29 th	January (11-17)	11.01.2015 (Sunday) 12.01.2015(Swami Vivekanada's Birthday) 15.01.2015(Poush Shankranti)	3 days	4days	
	30 th	January (18-24)	18.01.2015(Sunday) 23.01.2015(Netaji Birth Day)	2 days	5days	


 J. S. Ganu
 Head of the Institution

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/Exam.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
January 2015	31 st	January (25-31)	25.01.2015 (Sunday) 25.01.2015 - to- 26.01.2015 (Saraswati Puja) 26.01.2015 (Republic Day)	2 days	5 days	
February 2015	32 nd	February (01-07)	01.02.2015 (Sunday)	1 day	6 days	
	33 rd	February (08-14)	08.02.2015 (Sunday)	1 day	6 days	
	34 th	February (15-21)	15.02.2015 (Sunday)	1 day	6 days	
	35 th	February (22-28)	22.02.2015 (Sunday)	1 day	6 days	
	36 th	March (01-07)	01.03.2015 (Sunday) 05-06.03.2015 (Doljatra)	3 days	4 days	2 nd Term Teaching ability Exam nation From 02.03.2015 to 12.03.2015
March 2015	37 th	March (08-14)	08.03.2015 (Sunday)	1 day	6 days	
March-April 2015	38 th	March (15-21)	15.03.2015 (Sunday)	1 day	6 days	
	39 th	March (22-28)	22.03.2015 (Sunday)	1 day	6 days	
	40 th	March-29-April-04	29.03.2015 (Sunday) 03.04.2015 (Good Fri Day)	2 days	5 days	
April 2015	41 st	April (05-11)	05.04.2015 (Sunday)	1 day	6 days	
	42 nd	April (12-18)	12.04.2015 (Sunday) 14.04.2015 (Birth Day of Dr. BR Ambedkar) 14.04.2015 (ChaitraShankranti)	3 days	4 days	
	43 rd	April (19-25)	15.04.2015 (Bangla Naba Earsha)	1 day	6 days	
	44 th	April - 26 May- 02	19.04.2015 (Sunday) 26.04.2015 (Sunday) 01.05.2015 (May Day)	1 day 2 days	6 days 5 days	

[Handwritten Signature]

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days (5)	No. of days available for holding Class/Exam. (6)	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
May 2015	45 th	May(03-09)	03.05.2015(Sunday) 09.05.2015(Rabindranath Birth Day)	2 days	5 days	3 rd Term Practical Examination from 05.05.2015 to 15.05.2015
	46 th	May(10-16)	10.05.2015(Sunday) 16.05.2015 (Summer recess)	2 days	5 days	
	47 th	May(17-23)	17.05.2015-23.05.2015 (Summer recess)	7 days	—	
May - June-2015	48 th	May(24-30)	24.05.2015-30.05.2015 (Summer recess)	7 days	—	
	49 th	May-31- June-06	31.05.2015-06.06.2015 (Summer recess)	7 days	—	
	50 th	June (07-13)	07.06.2015-13.06.2015 (Summer recess)	7 days	—	B.P.Ed. Theory Examination From 08.06./ 015 to 16.06.2015
June-2015	51 st	June(14-20)	14.06.2015- 20.06.2015 (Summer recess)	7 days	—	
	52 nd	June(21-27)	21.06.2015-27.06.2015 (Summer recess)	7 days	—	
	53 rd	June(28-30)	28.06.2015-30.06.2015 (Summer recess)	3 days	—	
					227 days	

Principal/Teacher -in-Charge(s) are requested to follow the academic calendar strictly. Any deviation from the specified list of holidays will not be allowed unless prior approval is obtained from the Secretary, U.G. Council, Vidyasagar University. This academic calendar is provisional.

[Signature]

SECRETARY
U.G. Council
VIDYASAGAR UNIV. 3709

Annexure-II

Feedback analysis

The feedback sheets were carefully analyzed and a summary of suggestions emerging out of the feedback process were thoroughly discussed in IQAC. Necessary measures were taken after due approval in GB where required.

1. Problems regarding departmental rooms, classrooms, green boards and furniture were discussed and necessary steps were taken.
2. Problems regarding cleanliness of toilets were addressed and steps were taken.
3. Regarding feedback of faculties, an analysis was provided by the Teacher in Charge in a one to one interaction with the particular faculty member.
4. Regarding faculty strength in a department, wherever pointed out, requisitions were sent to CSC and more guest faculties and visiting faculties were recruited.
5. Infrastructural support like chemicals and equipments were also reviewed from the analysis of feedback.
6. Revamping of other facilities like bus and canteen was also done from the suggestions pointed out in the feedback sheets.
7. Infrastructural support like hostels, water facility, computer lab were also reviewed from the analysis of feedback.

Annexure-III

UGC Sponsored Certificate / Diploma Courses run by the college

Name of Scheme (Certificate / Diploma Courses)	Sponsor	Ref. No.	Amount	Status
Certificate course in Income Tax and Sale Tax Practice	UGC	F.No. 4-405/2009(COP) dated 31.03.2009	700000.00	Ongoing
Communicative English	UGC	F. No. 4-42-/2010(COC) March, 2010	700000.00	Ongoing
Yoga Theraphic	UGC	F. No. 4-415-2013(COC), 20/09/2013	700000.00	Ongoing
Business Management	UGC	F. No. 4-415-2013(COC), 20/09/2013	700000.00	Ongoing
Diploma in Tourism & Hotel Management	UGC	D.O. No. F.1-106/2015(CC) 11/06/2015.	71.96 Lakhs	Ongoing

Annexure iv: Action Taken Report (ATR)

Plan of Action	Achievements
To construct a separate Science building.	Proposal for the same has been sent to various agencies including RUSA and Higher education. Though we could not construct separate building for Science, we have increased the number of Science classrooms. <i>Already sanctioned Rs. 2 Crores by RUSA.</i>
To develop at least five smart classes in the college	Four smart classes have been developed.
To maximize the use of A/V aids including use of LCD in all classrooms	Two LCD/LED projectors have been procured and now being used in classrooms and laboratories.
To obtain more major and Minor Research Projects in the college and maximize the number of minor research projects.	Another 1 nos Minor Research Projects from UGC was obtained in the Departments of Philosophy.

To increase the infrastructural support to the student grievance and counselling cell which includes increase of space, number of computers and manpower.	Three more computers and one printer, LED projector has been purchased. Student counsellors are made available on all days including Sundays.
To install green generators in the entire college for continuous power supply	Two green Generators are now working in the campus.
<i>Proposal submitted to UGC for advance diploma in Tourism and Hotel Management and Food Processing under Community College</i>	<i>Sanctioned Rs. 71.96 Lakhs for Diploma Course in Tourism and Hotel Management</i>
<i>Proposal for CPE under XII Plan submitted to Vidyasagar University for approval</i>	<i>University approved the proposal and sent to the UGC</i>
<i>Submitted 05 proposals for National Seminars to UGC</i>	<i>05 National Seminar approved</i>
<i>Proposal submitted to UGC for Deen Dayal Upadhyay for KAUSHAL</i>	<i>Not approved</i>
<i>Proposal submitted to UGC for B.Voc. Degree programme</i>	<i>Not approved</i>