

**THE FORMATE FOR ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC**

NAME OF THE COLLEGE : SHREE AGRASEN MAHAVIDYALAYA  
 NAME OF THE AFFILIATING UNIVERSITY : UNIVERSITY OF GOUR BANGA  
 YEAR OF REPORT : 2016-17

**SECTION A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement:**

1. To complete the construction of virtual class room
2. To cater to the needs of slow learners through remedial classes
3. To increase the subject options available to students
4. Increase in amenities and facilities
5. Increased digitization of library
6. Construction of new class room
7. To seek financial support from various authorities

**SECTION B: Details in respect of the following:****1. Activities reflecting the goals and objectives of the college**

- Virtual class room has been completed
- Remedial classes were conducted to help the slow learners to improve their academic performance
- Four new subjects have been introduced from the academic session 2016-17
- The process of renovation of the library has been completed
- The process of digitization of library has been started
- Two class rooms have been completed
- A proposal for construction of new building has been submitted to North Bengal Development Department (NBDD) of Govt. of West Bengal

**2. New academic programmes initiated (UG and PG)**

Level of Programme	Existing programmes	Number of programmes added during the year
PhD	NIL	NA
PG	NIL	Study Centre for DODL Programme of Kalyani University Subjects: History Bengali English Education
UG	Bengali English History Political Science Sociology Urdu	Geography Physics Chemistry Mathematics

	Hindi Education Philosophy Physical Education Urdu-Elective Commerce	
PG Diploma	NIL	NIL
Advanced Diploma	NIL	NIL
Diploma	NIL	NIL
Certificate	NIL	NIL
Others	NIL	NIL
<b>Total</b>	13	08

### 3. Innovations in curricular design and transaction:

- Online Admission is introduced.
- Admission is strictly on merit basis. Rules and regulations, seat reservation policy of affiliated University and government are maintained. All information is properly communicated in college website, and in the notice board of the college.
- White Boards are set in Class Rooms.
- Gymnasium is installed by the Physical Education Department.
- Digital Notice Boards are set for the benefit of the students and Teachers.
- Spoken English Classes are started.
- Some departments hold class test, the evaluated papers are shown to the students.

### 4. Inter-disciplinary programmes started:

- A seminar on International Mother Language Day was celebrated on 21<sup>st</sup> February in collaboration with all the language departments of the college
- A proposal for organizing “Science Camp” has been submitted by all the departments jointly

### 5. Examination reforms implemented:

Examinations conducted as per the strict guidelines of the University of Gour Banga. College generally maintains the traditional Examination System, mainly because, for any radical reformation in Examination System, the College is required to take prior permission from the University. The College is an affiliated College, and does not enjoy any decisional autonomy.

### 6. Candidate qualified: NET/SLET/GATE etc. : Not applicable

### 7. Initiative towards faculty development programme:

Faculty/Staff Development Programme	Number of faculty benefited
Refresher courses	2
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer/Winter schools, Workshops, etc.	0

Others	0
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**8. Total number of seminars/ workshops conducted:**

Level	International	National	State	University	College
Number		1			3
Agencies		UGC			Departmental

**9. Research projects a) Ongoing: NIL ; b) Completed: 1 MRP**

**10. Patents generated, if any (Not applicable)**

**11. New collaborative research programmes (Not applicable)**

**12. Research grants received from various agencies (No scope)**

**13. Details of research scholars (Not applicable)**

**14. Citation index of faculty members and impact factor:**

One faculty member in the Department of Commerce has publication in the Management Accountant Journal, which is **Indexed and Listed at Index Copernicus and J-gate Global Impact and Quality factor (2015) : 0.563**. It is also a **UGC enlisted journal**.

**15. Honours / Awards to the faculty: National and International (NIL)**

**16. Internal resources generated:** Seminar proceedings “**Green Accounting and Sustainability**” published by the Department of Commerce (**ISBN: 978-81-936584-5-1**).

**17. Details of departments getting assistance / recognition under SAP, COSIST (ASSIST)/ DST, FIST, and other programmes.: NIL**

**18. Community Services:**

- Fencing to protect Tree plantation besides the pucca road inside the college.
- Public campaigning on AIDS and its measures.
- Flood Relief Camp by the college.
- Special camp organized for the children of nearby villages.
- Weekly Health Check –up Camp by our college.
- Awareness programme on the cleanliness of the campus.

**19. Teachers and officers newly recruited:**

Teachers: Raju Kumar (Hindi), Dr. Md. Mazid Mia (Hindi), Uttam Das (History)

Non-Teaching: Nil

**20. Teaching – Non-teaching staff ratio: 11 : 6**

**21. Improvement in the Library services:**

The college has implemented SOUL 2.0 and taken membership of INFLIBNET. Internet service has been made available to the library users.

**22. New books / journals subscribed and their value:**

	Existing books	No. of books newly added	Amount (Rs).
Text books	6687	2582	7,74,600
Reference books	735	205	2,07,000
Journals	50	NIL	NIL
Entry-in-services	551	NIL	NIL

**23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:** Not yet introduced

**24. Feedback from stakeholders:** Taken

**25. Unit cost of education:** BA(Gen.)=Rs. 7640, BA(Honours)=Rs. 8600, B.Com.(Gen)=Rs.9440, B.Com.(Honours)=Rs. 10400, B.Sc.(Gen.)=Rs. 12050

**26. Computerization of administration and process of admissions and examination results, issue of certificate:**

Computerization of administration	Office of the Principal is fully computerized by incorporating Student Plus and Fina Ware software
Process of admissions	Online admission as per the guidelines of State Govt. and University of Gour Banga
Examination results	Published in the website of the University
Issue of certificates	Offline issue of hard copy of certificates by the University

**27. Increase in the infrastructural facilities:**

<i>Facilities</i>	<i>Number</i>
Class room	NIL
Laboratories	NIL
Seminar halls	NIL
No. of important equipments purchased during the year	4
Value of the equipment purchased during the year (Rs. In lakhs)	Rs. 1,05,000/=

**28. Technology up gradation:**

Item	Existing	Added	Total
Computers	22	0	22
Laptop	4	0	4
Printer	10	0	10
Projector	3	0	3
Photocopier	3	0	3
Fax machine	2	0	2
Wi-Fi	1	0	1
Intercom	1	0	1
Sony TV	1	0	1
Refrigerator	1	0	1
Water purifier	4	0	4
AC Machine	1	0	1
Multi-Gym	1	0	1
Note counting machine	1	0	1
Solar light	0	4	4

**29. Computer and internet access and training to teachers, non-teaching staff and students:**

The college provides free Wi-Fi facilities to students and teachers. Broadband internet facility is available in teachers' common room. Workshops, to enhance computer skill and ICT in education, are organized at periodic intervals to train teachers and non-teaching staff.

**30. Financial aid to students:**

Free studentship, Government scholarships, prize and award to meritorious students.

**31. Activities and support from the Alumni Association:** We have registered Alumni Association

**32. Activities and support from the Parent – Teacher Association:** NIL

**33. Health services:** College provides health checkup camp for students at weekly interval.

**34. Performance in sports activities:** Students participate in sports at the District/University level/State level. Two students have been awarded in sports at the State/University level.

**35. Incentives to outstanding sportspersons:** Grant concessional tuition fees

- 36. Student achievements and awards:** Awarded 3rd in District Level Youth Parliament Competition
- 37. Activities of the Guidance and Counseling unit:** NIL
- 38. Placement services provided to students:** NIL
- 39. Development programmes for non-teaching staff:** Computer Awareness and Computer Training programme for non-teaching employees are regularly conducted by the reputed Software Company.
- 40. Good practices of the institution:**
- Campus declared no smoking zone
  - Campus declared plastic free zone
  - Regular testing of drinking water and regular queries are made to maintain the quality of canteen food
- 41. Linkage developed with National / International, academic / research bodies**  
No linkage
- 42. Action Taken Report on the AQAR of the previous year:**
- The college administration proposed a gradual move towards online admission and related Software introduced for that.
  - Complete digitalization of library was proposed and in the way of completion.
  - Computer with Internet facility to all the teachers was proposed and was implemented to enhance teaching – learning process.
- 43. Any other relevant information the institution wishes to add.**  
No other information

**SECTION C : Outcomes achieved by the end of the year:**

- IQAC motivated research publication and the Third issue of Shree Agrasen Mahavidyala research journal was published.
- One National seminar, One State Level Seminar and Six Departmental Seminars were organized.
- To promote research work, five teachers are pursuing their Ph.D. in different Universities.
- To provide internet facilities to the students, the Campus is totally Wi-fi enabled.
- Inflibnet subscription was made for Teachers, Non-teaching staff and students in August 2016.
- To encourage students' involvement, Wall Magazines are published by different departments.
- UG in Geography(Gen), Physics(Gen), Chemistry (Gen), Mathematics (Gen)
- Distance Education Centre for M.A. in Bengali, English, History and Education under Kalyani University.
- Online Admission is introduced.
- Admission is strictly on merit basis. Rules and regulations, seat reservation policy of affiliated University and government are maintained. All information is properly communicated in college website, and in the notice board of the college.
- White Boards are set in Class Rooms.
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- Some departments hold class test, the evaluated papers are shown to the students.

**SECTION D: Plan of the college for the next year:**

- To initiate the process of post creation of teaching and non-teaching staff to cope with the increasing students' strength. Moreover new subjects have been introduced and new departments have emerged to satisfy the demands of the students.
- To enhance the salaries of the teachers appointed by the Governing Body keeping in mind the salaries being provided by the other colleges of the same district.
- The college will apply for KOUSHAL Scheme of UGC.
- The college will approach for funds (MP and MLA LAD, NBDD) for new class rooms and other infrastructural development.
- To set up computer lab, language lab and commerce lab for the development of the aspiring students. The college will provide the computerized accounting training for the B.Com students after consultation with the computer training institutions.
- The college will encourage the faculty to participate in different seminars/workshops and to submit proposals to various funding agencies for extensive research activities.
- To set up the NCC unit in the college.
- To cope with the poor attendance rate and to cut off the drop-out rate, the college authority will make a plea to the District Magistrate for a vacant land to set up hostels.
- The existing facility of the library and canteen of the college will be upgraded.

**Name & Signature of the  
Director/Coordinator,**

**Name & Signature of the  
IQAC Chairperson, IQAC**