The Annual Quality Assurance Report (AQAR) of the IQAC

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, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> GANGARAMPUR COLLEGE

1.2 Address Line 1

> GANGARAMPUR

Address Line 2

> GANGARAMPUR

City/Town

> GANGARAMPUR

State

> WEST BENGAL

Pin Code

> 733124

Institution e-mail address

> ticgmpcollege@gmail.com

Contact Nos.

> 03521—257983/255075

Name of the Head of the Institution:

> Prof. SAURABH SARMADHIKARI

Tel. No. with STD Code:

> 03521—257983/255075

Mobile:

> 9002690629/9609976014

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Name of the IQAC Co-ordinator:

Prof. BHABARANJAN ROY

Mobile:

9614272993

IQAC e-mail address:

iqacgrpcollege@rediffmail.com

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

WBCOGN11846

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)

EC/33/427 dated 16/09/2004

1.5 Website address:

www.gmpcollege.org

Web-link of the AQAR:

www.gmpcollege.org/AQAR2011-2012.doc

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C++	66	2004	5 YEARS
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

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

04/11/2006

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

2011-2012

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)*

	AQAR		Submitted on	
i.	AQAR	2010-2011	Submitted on	20/06/2014
ii.	AQAR	2011-2012	Submitted on	20/06/2014
iii.	AQAR	2012-2013	Submitted on	20/06/2014
iv.	AQAR	2013-2014	Submitted on	20/06/2014

1.10 Institutional Status

University   State [N] Central [N] Deemed [N] Private [N]

Affiliated College   Yes [Y]   No [ ]

Constituent College   Yes [ ]   No [N]

Autonomous college of UGC   Yes [ ]   No [N]

Regulatory Agency approved Institution   Yes [ ]   No [N]

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

Type of Institution   Co-education [Y]   Men [ ]   Women [ ]

Urban [Y]   Rural [Y]   Tribal [Y]

Financial Status   Grant-in-aid [Y]   UGC 2(f) [Y]   UGC 12B [Y]

Grant-in-aid + Self Financing [N]   Totally Self-financing [N]

1.11 Type of Faculty/Programme

Arts [Y]   Science [Y]   Commerce [Y]   Law [N]   PEI (Phys Edu) [N]

TEI (Edu) [N]   Engineering [N]   Health Science [N]   Management [N]

Others   (Specify) | Does Not Arise |

1.12 Name of the Affiliating University *(for the Colleges)* | UNIVERSITY OF GOUR BANGA |

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

Autonomy by State/Central Govt. / University | N |

| University with Potential for Excellence | N | | UGC-CPE | N |

| DST Star Scheme | N | | UGC-CE | N |

| UGC-Special Assistance Programme | N | | DST-FIST | N |

| UGC-Innovative PG programmes | N | | any other (*Specify*) | N |

| UGC-COP Programmes | N |

2. IQAC Composition and Activities

| 2.1 No. of Teachers | 18 |

| 2.2 No. of Administrative/Technical staff | 04 |

| 2.3 No. of students | 0 |

| 2.4 No. of Management representatives | 01 |

| 2.5 No. of Alumni | 0 |

2. 6 No. of any other stakeholder and

  community representatives | 0 |

| 2.7 No. of Employers/ Industrialists | 0 |

| 2.8 No. of other External Experts | 0 |

| 2.9 Total No. of members | 23 |

2.10 No. of IQAC meetings held   02 (Two)

2.11 No. of meetings with various stakeholders: No. | 0 | Faculty | 5 |

Non-Teaching Staff Students | 5 | Alumni | 2 | Others | 0 |

4

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

　　　　If yes, mention the amount　　| Does not arise |

2.13 Seminars and Conferences (only quality related)

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

　　Total Nos. ☐ 0　International ☐　National ☐　State ☐　Institution Level ☐

　　(ii) Themes　| Does not arise |

2.14 Significant Activities and contributions made by IQAC

The IQAC plays a significant role in the overall development of the college. It helps in the determination and overall implementation of the various policies adopted by the college.

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
Plan of Action chalked out by the IQAC at the commencement of the year(2011-2012) towards quality enhancement: The IQAC has decided on the following agenda: The Gangarampur College will try i) to improve teaching and non-teaching staff strength, ii) to introduce new subjects in the following undergraduate courses: iii) to improve quality in all levels of services provided by the college. A) **U.G Level**: B.sc General in Physiology, B.sc. (Hons) in Botany and Zoology. iv) to improve its infrastructure with special focus on a) building hostel, b) building auditorium, c) establishing a central computer laboratory, d) providing access to the	**The outcomes achieved by the end of the year:** i). The college has recruited a considerable number of Part Time Teachers to improve the quality of teaching in the college. ii) As per infrastructure facilities are concerned, the college has started constructing a new three storey building besides doing extension work on the existing framework. iii) The department of Chemistry has completed and submitted a minor research project. iv) The college could not activate the alumni and the parent-teacher Association this year. v) The college has opened a partner institute of IGNOU. The college has sought permission for RBU. NSOU till not granted.

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computers in the library to unlimited number of users at a time ; v) to avail more major/minor research projects of UGC and other agencies; vi) to motivate the faculty to acquire research degrees in large numbers, and contribute to research journals; vii) to host more seminars; viii)to activate the alumni and the parent-teacher Association; ix) to open extension counters/study centres of Higher Education like NSOU, RBU etc.	vii) The college is running the NCC in a full-fledged manner from this session.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes Y   No

   Management Y   Syndicate   Any other body

   Provide the details of the action taken

The Governing Body of the college took due cognizance of the facts and figures and requested the Head of the institution to do the needful.

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	0	0	0	0
PG	7	0	0	0
UG	13+6(IGNOU)	2	0	0
PG Diploma	3(IGNOU)	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	5(IGNOU)	0	0	0
Others	0	0	0	0
Total	21+6	3	0	0

Interdisciplinary	3	0	0	0
Innovative	0	0	0	0

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

Formation and implementation of the curriculum rests entirely on the parent University. The College does allow *rule bound* change of subject/subject combinations *post admission* but prior to the University Examination Registration. Also, the students may pursue other courses in computer science, PG courses, PG Diploma courses and certificate courses.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	0
Trimester	0
Annual	30

1.3 Feedback from stakeholders*   Alumni [0]   Parents [0]   Employers [0]   Students [Y]
   (*On all aspects*)

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

Please provide an analysis of the feedback in the Annexure

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

It is in the jurisdiction of the University

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

No, new department were introduced during this year.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
36	14	3	0	19(PTT)

2.2 No. of permanent faculty with Ph.D.

2

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
14	14	3	0	0	0	19	4	36	18

2.4 No. of Guest and Visiting faculty and Temporary faculty

0	2	1

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	30	12	7
Presented papers	3	3	3
Resource Persons	0	0	0

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

Departmental Exhibitions, Tutorial Classes, Student seminars etc.

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

148

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

Internal Quarterly Efficiency Test & and Annual Test Exam.

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

7

2.10 Average percentage of attendance of students

76%

2.11 Course/Programme wise
distribution of pass percentage :
(for the year 2012)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA(Hon's)	192	0	1.04%	84.37%	0	85.41%
BSc(Hon's)	22	0	18.18%	59.09%	0	77.27%
BCom(Hon's)	1	0	100%	0	0	100%
BA(GEN)	1013			16.68%	47.68%	64.36%
BSc(GEN)	14	0	28.57%	71.42%	0	100%
BCom(Gen)	1	0	0	0	0	0%
BDP(IGNOU)	30	--------	-----	83.33%	------	83.33%
BCA(IGNOU)	20	-------	5%	75%	-------	80.0%
MA(IGNOU)	16	-------	43%	25%	--------	68.0%
CCA(WBSCTE)	24	29%	68%	-------	----------	97.0%
MA(RBU)	85	--------	-------	94%	-------	94.0%

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

The IQAC has helped considerably in the overall monitoring, evaluation of the Teaching & Learning process. The IQAC has been instrumental in the introduction of the Quarterly efficiency test. It also supervises the total examination system (University exams, Annual test exams, etc.) The IQAC supervises the requirements of different departments (requirements in the labs, computers and other gadgets, public address systems etc.)The IQAC prepares the Academic Calendar of the college. It also is the driving force behind the preparation of routines and its implementation. It supervises the recruitment of teachers (Part-time teachers, guest Teachers, demonstrators etc.)

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	4
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	1
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	3

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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	1	0	0	0
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC encourages one and all in taking active part in research activities. The members regularly apply for minor research projects and are very often awarded such projects.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	0	0	1
Outlay in Rs. Lakhs	.1029	0	0	.1029

3.4   Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range | 0 | Average | 0 | h-index | 0 | Nos. in SCOPUS | 0 |

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	0	0	0	0
Minor Projects	2	UGC	10290	7790
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects *(other than compulsory by the University)*	0	0	0	0
Any other(Specify)	0	0	0	0
Total	2	0	10290	7790

3.7 No. of books published   i) With ISBN No. [0]   Chapters in Edited Books [0] [0]

ii) Without ISBN No. [0]

3.8 No. of University Departments receiving funds from

UGC-SAP [0]   CAS [0]   DST-FIST [0]

DPE [0]   DBT Scheme/funds [0]

3.9 For colleges   Autonomy [N]   CPE [N]   DBT Star Scheme [N]

INSPIRE [N]   CE [N]   Any Other (specify) [N]

3.10 Revenue generated through consultancy [NIL]

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	0	0	0	0	0

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

3.13 No. of collaborations   International [N]   National [N]   Any other [N]

3.14 No. of linkages created during this year [0]

3.15 Total budget for research for current year in lakhs :

From Funding agency [0]   From Management of University/College [0]

Total [0]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	0	0	0	0	0	0

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

0

0

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

0

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

JRF   0   SRF   0   Project Fellows   0   Any other   0

3.21 No. of students Participated in NSS events:

University level   100   State level   0

National level   0   International level   0

3.22 No. of students participated in NCC events:

University level   0   State level   160

National level   160   International level   0

3.23 No. of Awards won in NSS:

University level   0   State level   0

National level   0   International level   0

3.24 No. of Awards won in NCC:

University level	0	State level	0
National level	0	International level	0

3.25 No. of Extension activities organized

University forum	0	College forum	9
NCC	Y	NSS	Y	Any other	

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

- Gangarampur College has been spearheading community services from its inception. Most of the staff members are actively involved in social activities under the aegis of various NGOs. NCC Cadets and NSS Volunteers of our College participate in different community services like blood donation camps, AIDS awareness programmes, Traffic Awareness Week, Literacy programmes, Tree/sapling plantation programmes, Annual Community Development Camps (by NSS), different Contigental and social camps by the College NCC wing etc. During their visit to the villages where they camp, the NSS volunteers perform skits as a part of social awareness programme.

- Our faculty visit Gangarampur B.Ed College as Guest Lecturers and offer academic services.

- Both the teaching and non-teaching staff attend the Block-level or District-level cultural competitions organized by local clubs or the Department of Youth and Welfare, Govt. of West Bengal and, and in some events act as judges.

- The College Students' Union arranges annual Blood Donation Camp in the college under the supervision of Gangarampur Sub-divisional Hospital.

- On occasions of national, international, social and environmental importance, the students (including the volunteers of NSS and NCC Cadets), organize rallies and take out inspiring tableaux.

- The College encourages departments to hold yearly Departmental Exhibitions. Here, the students disseminate information on various topics to the visitors. It also helps develop leadership qualities in them.

- Our teachers engage as Examiners, Scrutinizers, Observers, Head Examiners, Experts, Invigilators etc. in different competitive exams like Staff Selection Commission, School Service commission etc.

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	7.24Acre	NIL	NIL	7.24Acre
Class rooms	28	NIL	NIL	28
Laboratories	12	NIL	NIL	12
Seminar Halls	NIL	NIL	NIL	NIL
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	15	20	UGC	35
Value of the equipment purchased during the year (Rs. in Lakhs)	3024020	1433344	UGC	4457364
Others	NIL	NIL	NIL	NIL

4.2 Computerization of administration and library

The college administration/office as well as the library has already been computerized. The office runs on the software "Smart College" and the library runs on "Libsys". Both the Software run seamlessly through one powerful Server and LAN.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2940	680306	21	3470	2961	683776
Reference Books						
e-Books	NIL	NIL	NIL	NIL	NIL	NIL
Journals	108		35		143	
e-Journals	NIL	NIL	NIL	NIL	NIL	NIL
Digital Database	NIL	NIL	NIL	NIL	NIL	NIL
CD & Video	NIL	NIL	NIL	NIL	NIL	NIL
Others (specify)	NIL	NIL	NIL	NIL	NIL	NIL

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Othe rs
Existing	18	14	0	0	0	4	0	0
Added	0	0	0	0	0	0	0	0
Total	18	14	0	0	0	4	0	0

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

The college has an in-house UGC Network Resource Centre through which the teachers have access to Computer and Internet. The students also have a regulated access to the facilities provided by the Centre. Besides, at various points such as the Principal's Chamber etc. computers with Internet facilities are available where the teachers, non-teachers etc. perform their required jobs as and when possible. The college also has a computer training Centre where the members on the staff of the college regularly update themselves in a need based manner.

4.6 Amount spent on maintenance in lakhs :

i) ICT   Rs. 97424

ii) Campus Infrastructure and facilities   Rs. 160455

iii) Equipments   Rs. 17648

iv) Others   Rs. 89866

Total :   Rs. 305393

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The college is striving hard to sensitize the students about the various Student support Services available with and provided by the college. The IQAC makes the students aware of the different scholarships available to the students. The catalogue of books, journals, reference books etc. are available through OPAC system in the library. The remedial coaching, career counselling etc. are the services which the students receive as extras and the IQAC has been at the forefront managing the affairs. The grievance redressal cell looks after the grievances of the students. The academic counselling cell provides the necessary counselling and decides on the academic matters. The co-ordinator of the IQAC personally supervises the activities of the different cells and committees.

5.2 Efforts made by the institution for tracking the progression

The annual examination system has been the time honoured progression tracking system. Also the quarterly efficiency test helps monitoring the progress of the students preparing for the final exams. The IQAC regularly checks and tallies different records and statements which show the figures regarding the number of eligible beneficiaries , monitors the application, makes the beneficiaries aware , sticks posters at different places and monitors the responses. The student feedback taken at the end of three year session is also collated and the IQAC sees to it that adequate steps are taken.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
6186	111	0	24

(b) No. of students outside the state   0

(c) No. of international students   0

Men

No	%
3657	59.12

Women

No	%
2529	40.88

Last Year(2010-2011)						This Year(2011-2012)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3471	1383	339	236	0	5429	3688	1715	428	355	0	6186

Demand ratio   6186/9215   Dropout 13%

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

In this session also, the College arranged the coaching of the School Service commission aspirants of whom a considerable number secured employment in different schools as assistant teachers. Nearly three hundred candidates enrolled themselves for the said coaching. Also, a set of combined coaching for different competitive examinations were also imparted to a numbers aspirants.

No. of students beneficiaries   286 approx

5.5 No. of students qualified in these examinations

NET   3   SET/SLET   0   GATE   0   CAT   0

IAS/IPS etc   0   State PSC   35   UPSC   0   Others   139

5.6 Details of student counselling and career guidance

An informative and inspiring seminar was held in the College to enlighten School Service Commission Aspirants about the nitty-gritty of the said examination and the run up to its preparation. Quite a few myths were busted by the speaker Dr. Abdul Wahab, Secretary, WBSSC, Northern Region. This apart ,the students who had enrolled themselves for Remedial Coaching and Career Counselling benefitted from the intellectual, informative and timely Counselling by our faculty whole the year round.

No. of students benefitted | 300 approx. |

5.7 Details of campus placement

On campus			*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	0

5.8 Details of gender sensitization programmes

There are no such specific gender sensitization programmes being adopted.

5.9 Students Activities

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

State/ University level | 23 | National level | 0 | International level | 0 |

No. of students participated in cultural events

State/ University level | 2 | National level | 0 | International level | 0 |

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

Sports : State/ University level | 4 | National level | 0 | International level | 0 |

Cultural: State/ University level | 1 | National level | 0 | International level | 0 |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	1998	673254
Financial support from government	463	2434200
Financial support from other sources	02	13200
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

Fairs   : State/ University level [0]   National level [0]   International level [0]

Exhibition: State/ University level [0]   National level [0]   International level [0]

5.12   No. of social initiatives undertaken by the students   [6]

5.13 Major grievances of students (if any) redressed: There were no such major grievances.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Established in 1981, Gangarampur College progressed as a co-educational institute of higher learning with the dual objectives of social outreach and expanding the scope of higher education to all (especially the weaker segments—the SCs, the STs, the Minorities, the girl students, etc.)The College has moved forth by leaps and bounds to achieve its desired objectives and has brought higher education to the threshold of beneficiaries.

6.2 Does the Institution has a management Information System

In the true sense of the term, the institution does not have any Management Information System. But practically speaking, without it the present administration system cannot run. Nearly everything is done through MIS, only the nomenclature remains to be given and the whole thing be set in a pattern.

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

   6.3.1   Curriculum Development

The university to which it is affiliated guides the courses and curricula of the college. However, the teachers prepare teaching plans and modules to make the syllabus friendlier for students.

   6.3.2   Teaching and Learning

The teaching and learning system in the college is mainly traditional. The teachers, in their turn, divide the whole syllabus into modules, teach accordingly and give exams to the students at the end of every quarter. Moreover tutorial/seminar classes are arranged as per schedule where the main thrust is on the students who are encouraged to take classes with the fellow students and department teachers as audience.

6.3.3   Examination and Evaluation

The university to which the college is affiliated guides the examination system of the college. However, The progress of the students of BA and BSc Honours are periodically evaluated through Quarterly Efficiency Test. But no such periodical evaluation could be introduced for the students of General Courses due to their huge number.

6.3.4 Research and Development

The teachers/faculty members are actively engaged in various research works/ projects (PhD, Minor research projects, under different universities and UGC). However, the students do not have the facility to engage themselves in research activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The Library has been fully automated, and is functioning well with LIBSYS Software system. The library card is electronically issued with bar code system and the students get all the information regarding the library/books /reference books/availability etc. through OPAC. Also the students/ teachers have the Reading Room facility where in a spacious well-furnished room the students/ teachers can make proper use of their time. The College authority is seriously contemplating to provide reprographic facility at the Library at nominal costs to the students and staff alike.

6.3.6 Human Resource Management

The college since its inception runs with acute staff crunch. With a large area and population to serve, the college has to very meticulously exercise the tools of human resource management. As is generally done ,every staff members (TS &NTS) has to go overdrive and perform various jobs other than what they are expected to do .Again , most of our staff members are regularly trained up to enable them perform newer jobs and take up newer challenges.

6.3.7 Faculty and Staff recruitment

The recruitment of the permanent faculty is done on the recommendation of the College Service Commission, West Bengal. The Part- time & guest Teachers are recruited by the College following the standard procedure. The permanent and part time faculties are Govt. approved. The Non-Teaching employees are also recruited by the college following standard laid down procedures. Also a number of non – permanent NTS employees, having specific skills, are engaged by the college on job-specific projects.

6.3.8 Industry Interaction / Collaboration

There are no specific industry interaction /collaboration of the college at present.

6.3.9 Admission of Students

The admission of the students is done on the basis of merit. The principles laid down by the affiliating University are strictly followed by the college. The college does not enjoy any autonomy in this field.

6.4 Welfare schemes for

Teaching	Festival Advance/Festival Bonus from the Government/ Low interest loan from our society.
Non teaching	Festival Advance/Festival Bonus from the Government/ Low interest loan from our society.
Students	Free Studentship/Students' Aid Fund/Various Scholarship Programmes from the Government &other agencies.

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done   Yes Y   No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type | External | | Internal | |
	Yes/No	Agency	Yes/No	Authority
Academic	Y	DPI/Govt. Of West Bengal/MHRD/UGC/NAAC	Y	PRINCIPAL/COORD INATOR IQAC
Administrative	Y	DPI/Govt. Of West Bengal/MHRD/UGC/NAAC	Y	PRINCIPAL

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

For UG Programmes   Yes   No   N

For PG Programmes   Yes   No   N

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

The university to which the college is affiliated guides the examination system of the college. However, the progress of the students of BA and BSc Honours are periodically evaluated through Quarterly Efficiency Test but no such periodical evaluation could be introduced for the students of General Courses due to their huge number.

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

There are no such methods adopted by the University to promote autonomy of the affiliated colleges. The affiliated colleges are functioning as well as running as per statutes, rules& regulations of the affiliating university in the entire academic activities.

6.11 Activities and support from the Alumni Association

The Alumni Association has not yet been performing as per expectation, but due attention is to be paid to this all important segment of the college.

6.12 Activities and support from the Parent – Teacher Association

Due to the fact that the college caters by and large to the first-generation learners, it has been very difficult to sensitize the parents, mostly farmers or day-labourers, to turn up and take pro-active role in fulfilling the college's vision of dissemination of learning.

6.13 Development programmes for support staff

The College has an Employees' Cooperative Credit Society which caters to various financial needs of the employees of the college.

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

Our college campus is hugely eco-friendly and plastic free. The trees and plants are regularly pruned, watered ,and manured. The College canteen uses LPG only.

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

The functioning of the college office was automated through the introduction and adoption of the Software " Smart College" which infused fresh ideas and speed in the operation of the office works.

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

Extensive renovation of the existing infrastructure was done to meet with the increasing number of students and to accommodate more classrooms. The initiatives of the previous years were taken forward through constant monitoring of the ongoing projects. Prayers for rational grants for taking up newer projects and improving upon the running projects were dispatched. Convertible class rooms are the call of the day. We have classroom that act simultaneously as laboratories too. Our teachers are imparting knowledge effectively with the help of the public address system in almost all the classrooms. The Boards in the class rooms have been upgraded. With the aim of ensuring quality, speed and transparency, we have introduced automation in office and library. Staff crunch is still a challenge which we are trying to cope up. We have an arrangement in place though. Last year, we had employed part time teachers and guest teachers in adequate numbers who have rendered commendable service till the date. Student participation in extension and social outreach activities has seen a remarkable increase. Local feedback is an important marker here.NCC and NSS activities have been extolled and lionised. Appreciable addition has been made to existing number of books in the Central Library. Departmental Libraries are not far behind. Students have been generous donors to the Departmental Libraries. UGC Schemes have drawn huge numbers to their following. More and more students are enrolling themselves to reap the benefits of professional and academic counselling. The Distance Education Centres have also seen a significant increase in the number of admissions.

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

1.   The institution has sustainable practices in teaching-learning and evaluation, which have the greatest impact on performance, leading to successful end result in Teaching, Learning and Evaluation.

2. The institution has also sustainable good practices which effectively support the students and facilitate optimal progression. The institution has also encouraged the students to participate in various activities, which can develop various skills, to foster holistic personality development.

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

7.4 Contribution to environmental awareness / protection

The National Service Scheme Unit of the College has planted saplings in and around the College campus. Carbon loading is discouraged through regular counselling to discontinue use of poly bags and recycling and reusing plastic. Water management is encouraged. Switching off the lights and fans when not required is observed carefully.

7.5 Whether environmental audit was conducted?   Yes   No   N

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

NIL

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

The Plan of the Institution for the Session 2012-2013

The Gangarampur College has decided on the following agenda:

The Gangarampur College will try

i) to improve teaching and non-teaching strength,

ii) to introduce new subjects in the following undergraduate courses:

A) **U.G Level**: B.sc General in Physiology. B.sc. (Hons) in Botany and Zoology.

iii) to improve its infrastructure with special focus on a) building hostel, b) building auditorium, iv) to avail more major/minor research projects,

v) to motivate the faculty to acquire research degrees in large numbers, and contribute to research journals,

vi) Extension of the office and reorganization and relocation of the departments.

vii) Renovation and interior decoration of the Principal's chamber and washroom

viii) Renovation of the Teachers' Common room and washroom.

ix) Construction of new Canteen building.

x) Dedicated water supply system for each building.

xi)Relocation of the IQAC Office .

xii)Designate the bursar's office.

xiii) Relocation of the IGNOU, RBU, REMEDIAL COACHING CENTRE, CAREER COUNSELLING CELL etc. offices.

xiv) Revision of the fee structure.

xv)Selection of a motto on the logo of the college.

Name   Prof. BHABARANJAN ROY   *Name Prof. SAURABH SARMADHIKARI*

_____   _____

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

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