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

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:** | EC/33/427 dated 16/09/2004
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address: | www.gmpcollege.org

Web-link of the AQAR: | www.gmpcollege.org/AQAR2014-2015.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)* | 2014-2015 |

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

i.	AQAR	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 |

3

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   07

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   0

2.4 No. of Management representatives   02

2.5 No. of Alumni   0

4

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

| 10 |

2.10 No. of IQAC meetings held   10 (Ten)

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

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

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

If yes, mention the amount | Rs. 300000/- |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 0 | International | 0 | National | 0 | State | 0 |

Institution Level | 0 |

(ii) Themes | Does not apply |

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(2014-2015) towards quality enhancement:	**The outcomes achieved by the end of the year:**
The Gangarampur College has decided on the following agenda: The Gangarampur College will try i) to appoint Principal of the college and also to improve teaching and non-teaching staff strength ii) to introduce new subjects in the following undergraduate courses: A) **at the U.G Level**: to open B.sc. (Hons) in Botany and Zoology and Urdu (Gen.). iii) to set up a water reservoir for providing safe drinking water to the students. iv) to extend/relocate the Girls' Common Room v) to finish the unfinished Auditorium/ Convocation Hall. vi) to start the construction of the Readings Rooms facilitated by the grant of Rs 2300000+/- by the Govt. of West Bengal. vii) to construct a bigger Cycle Stand. viii) to set up a dedicated transformer for the College. ix) to prepare a Composite Plan for the	i) As per the recommendation of the West Bengal College Service Commission, the College has appointed Six teachers on Substantive Basis. The College has recruited a sizeable number of Guest Teachers to improve the quality of teaching in the College and bolster the existing teacher-strength. ii) The College has started working on the formation of the Alumni and Parents' Association. iii) The College has engaged six casual NTS staff members (as it could not engage permanent NTS) to share the voluminous workloads in the College. iv) The Relocation of the IGNOU Study Centre, RBU Study Centre, Remedial Coaching Centre, Career Counselling Cell, IQAC etc. offices has been completed. Bursar's Office has been set up. v) Directorate of Distance Education, Burdwan University, has started functioning. vi) A Water channel with four taps and steel sinks was commissioned and duly executed within a short time to provide students with potable water inside the campus. vii) A Water Treatment Plant has also been

College as proposed by the District administration of Dakshin Dinajpur. x) to build a garden of medicinal plants. ix) to construct a hostel for the girls. x) to do interior decoration of the Principal's Chamber and the Administrative Office. xi) to avail more major/minor research projects xii) to motivate the faculty to acquire research degrees in large numbers, and contribute to research journals, xiii) to motivate the students to participate in various awareness programmes and extension activities like Adult Education, Women empowerment, Literacy Drives, Professional and Vocational courses. xiv) to arrange for seminars and workshops, symposia by the various departments of the College. xv) to publish an Academic Journal of the College. xvi) to open a study centre of the University of Burdwan. xvii) to initiate online admission process as per government directives from 2015-2016 academic session	built to supply uninterrupted purified drinking water through the water channel. vii) A portable water kiosk has been placed at the administrative aisle to provide officers, teachers and students with purified water without having to go downstairs. vii) A well arranged, well-lit, airy, spacious and pragmatically designed Principal's Chamber has been built and is in operation. viii) The College has implemented the Online Admission Process with effect from the academic session 2015-2016. ix) One of our Faculties has submitted doctoral thesis. x) NCC Cadets and NSS Volunteers participated in social activities throughout the year. Environmental, economic, social and health issues were addressed through rallies and marches.

* Attach the Academic Calendar of the year as Annexure.

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

Management [ ]   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

<u>1. Curricular Aspects</u>

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	6	0	0
UG	15	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	22	6	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:

Within the given infrastructure and faculty availability, the College has allowed remarkable flexibility to our students as compared to other colleges affiliated to the University of Gour Banga with the syllabus and curriculum of the University in purview. Notwithstanding the sizeable number of students (larger than any other college in North Bengal), our College allows the highest possible combination of subjects to our students. Also, the students get the opportunity to pursue other vocational courses, viz. Computer Science, PG Courses, PG Diploma Courses and Certificate Courses within the campus of the College.

 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	0
Trimester	0
Annual	31

1.3 Feedback from stakeholders*   Alumni [N]   Parents [0]   Employers [0]

Students [Y]

(On all aspects)

Mode of feedback   :   Online [N]   Manual [Y]

Co-operating schools (for PEI) [N]

*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.

Yes, Directorate of Distance Education, Burdwan University, 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
40	22	2	0	18(PTT)

2.2 No. of permanent faculty with Ph.D.   [8]

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
8	7	0	0	0	0	0	0	08	07

2.4 No. of Guest and Visiting faculty and Temporary faculty   [05] [0] [0]

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	0	0	0
Presented papers	0	0	0
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

186

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

3 members on different Boards of Study

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA(Hon's)	230	Nil	1.73	82.87	Nil	Nil
BSc(Hon's)	19	Nil	26.31	57.89	Nil	Nil
BCom(Hon's)	01	Nil	100	Nil	Nil	Nil
BA(GEN)	1459	Nil	Nil	8.29	Nil	42.70
BSc(GEN)	31	Nil	16.12	74.19	Nil	9.67
BCom(Gen)	0	Nil	Nil	Nil	Nil	Nil
BDP(IGNOU	0	Nil	Nil	Nil	Nil	Nil
BCA(IGNOU	0	Nil	Nil	Nil	Nil	Nil
MA(IGNOU)	0	Nil	Nil	Nil	Nil	Nil
CCA(WBSC	24	29%	68%	Nil	Nil	97.0%
MA(RBU)	72	Nil	2%	59%	37%	98.0%

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

The IQAC has helped considerably in the overall monitoring and evaluation of the Teaching & Learning process. The IQAC has been instrumental in the introduction of the Quarterly Efficiency Test. It supervises the entire examination system (University Exams, Annual test exams, etc.). The IQAC oversees 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	03
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	03
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0

Summer / Winter schools, Workshops, etc.	01
Others	0

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 and undertake minor research 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	0	1	0	0
Outlay in Rs. Lakhs	0	1	185000	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	0	0
e-Journals	1	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	02	UGC	185000	145000
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	02		185000	145000

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

Scheme/funds

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

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

3.10 Revenue generated through consultancy   [NIL]

14

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 ☐ N

3.13 No. of collaborations ☐ N International ☐ 0 National ☐ N

Any other ☐ 0

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 `16`   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

- NCC Cadets and NSS Volunteers actively participated in different community services like blood donation camps, AIDS awareness programmes, Traffic Awareness week, Tree plantation programmes; annual community development camps (by NSS volunteers) and different NCC camps and activities etc throughout the year.

- Our teachers regularly visited Gangarampur B.Ed College as guest lecturers and offered academic counselling.

- Our teachers and non-teaching staff attended and offered judgement at Block-level and District-level cultural competitions organized by local clubs and Department of Youth and Welfare, Govt. of West Bengal.

- The Students' Union arranged annual Blood Donation Camp inside the College campus under the medical supervision of Gangarampur Sub-divisional Hospital.

- The NSS wing of the college continuously tries to instil leadership qualities among the students. During their visit to the villages where they camp, the NSS volunteers perform skits on issues of social relevance as a part of social awareness programme.

- On special occasions, such as the observance of the College Foundation Day, or other Days of social, cultural and environmental importance and the like, the students (including the volunteers of NSS), organize rallies and take out tableaux on socially relevant issues.

- The College hosts and encourages departmental exhibitions where students from all the departments try to disseminate information on matters of topical interest to the visitors who come from the localities nearby. Our Faculty serve 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	9.94 Acre	NIL	NIL	9.94 Acre
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.	45	8	UGC	53
Value of the equipment purchased during the year (Rs. in Lakhs)	45957680	396807	UGC	46354487
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	4044	902918	881	256521	4925	1159439
Reference Books	NIL	NIL	NIL	NIL	NIL	NIL
e-Books	NIL	NIL	NIL	NIL	NIL	NIL
Journals	216	NIL	61	NIL	277	NIL
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	Department s	Others
Existing	19	14	0	0	0	4	0	0
Added	1	0	0	0	0	0	13	0
Total	20	14	0	0	0	4	13	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.34681

  ii) Campus Infrastructure and facilities

Rs. 63090

  iii) Equipments

Rs. 90400

  iv) Others

Rs. 59325

Total :

Rs. 247496/-

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 beneficiary programmes and schemes/scholarships available to the students. The catalogue of books, journals, reference books etc. are available through OPAC system in the Central 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 monitor 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 attendance of the students and teachers are also monitored by the IQAC. 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
7750	165	0	0

(b) No. of students outside the state

0

(c) No. of international students

0

Men

No	%
4349	56.11

Women

No	%
3401	43.88

	Last Year(2013-2014)					This Year(2014-2015)				
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
4198	2236	613	728	0	7775	4168	2227	615	736	0	7746

Demand ratio   7746/9470

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

NIL

No. of students beneficiaries

NIL

5.5 No. of students qualified in these examinations

NET | 3 | SET/SLET | 0 | GATE | 0 | | 0 |

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

5.6 Details of student counselling and career guidance

NIL

No. of students benefitted

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	2032	673385
Financial support from government	697	3660900
Financial support from other sources	01	10800
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

22

5.12   No. of social initiatives undertaken by the students | 4 |

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

The Gangarampur College fraternity believes that Challenges shall always be there; recognising our true potential and the fortitude to overcome those challenges through exemplary service has to be our credo. Doing the rightful righteously, harnessing intellectual resources, imparting highest standards of education to the harbingers of tomorrow shall be our Call of Duty. Through developing the intellect and reasoning ability of our students, with a strong base of moral, ethical and human values we shall persevere to be an emblem of selflessness. To these goals we shall lead our children and ourselves and our deeds shall become an anthem of inspiration to the progeny.

Vision
Perpetuating the dignified human ideals and moral values by means of incorporating academic standards of highest order.

Mission
Producing enlightened and socially committed citizen.
Equipping students with skills which make them globally competent.
Creating a research culture and instilling a devotion to academics.
Creating an awareness of the dignity of knowledge and helping students to develop an integrated personality.
Contributing to the sustainable development process.
Creating socially productive citizens.

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 assess their performance 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 mock 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 significant increase in their 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 Central 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 necessary 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 library does not have provision for Reprography.

6.3.6 Human Resource Management

Staff shortage has been a perennial problem. With an ever increasing number of students and ancillary responsibilities the College has to use the tools of human resource management very meticulously. Every staff member (TS &NTS) performs the assigned jobs as well as various other jobs necessary for the smooth running of the machinery.

6.3.7 Faculty and Staff recruitment

The recruitment of the permanent faculty is done on the recommendation of the West Bengal College Service Commission. Part- time Teachers(PTTs) & 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 procedures laid down by the Government of West Bengal. Also, a number of non – permanent NTS employees, having specific skills, are engaged by the college on time-bound job-specific projects.

3.8 Industry Interaction / Collaboration

There is no specific college-industry interaction /collaboration 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 adhered to. On-line admission has been introduced from this session.

6.4 Welfare schemes for

Teaching	Festival Advance/Festival Bonus from the Government/ Low interest loan from Coop Society.
Non teaching	Festival Advance/Festival Bonus from the Government/ Low interest loan from Coop 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/COOR DINATOR 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?

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.

6.11 Activities and support from the Alumni Association

The Alumni Association has not started functioning.

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 | NIL |

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

Our college campus is eco-friendly and plastic free. The trees and plants are regularly pruned, watered, and manured. Plantation of saplings is a regular sight inside the campus. The College canteen uses LPG only.

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.

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
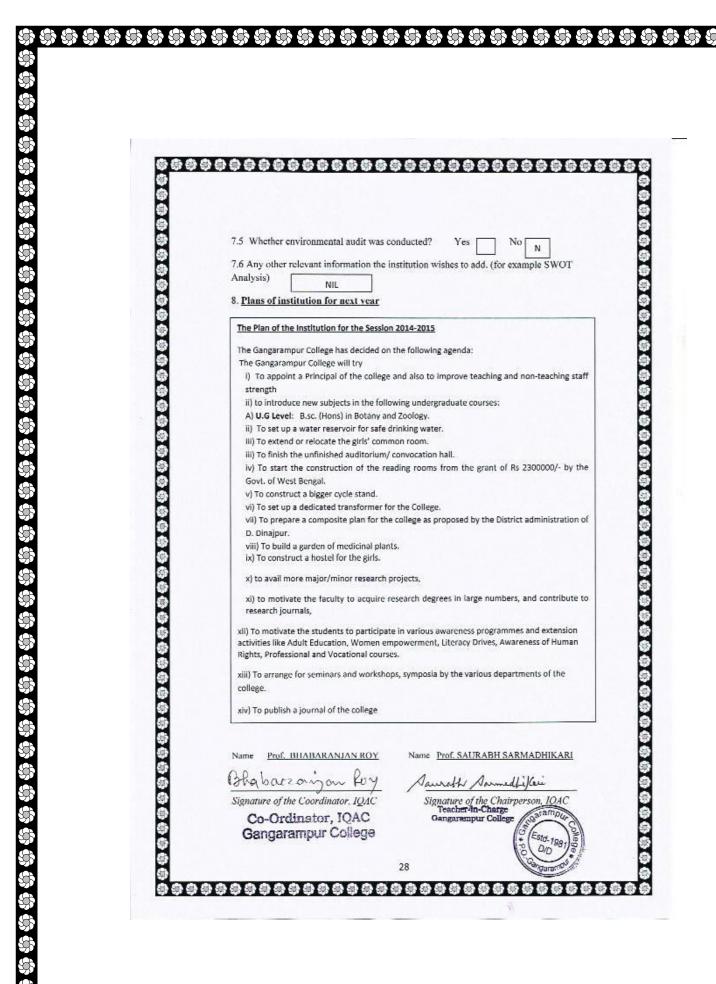
We have done interior decoration of the Principal's chamber as well as the office. Proposal filled in in all respects have been sent to concerned authorities of the government for the creation of new vacancies of both TS as well as NTS posts and filling up of the existing vacancies in both the wings.. The Teachers' common Room and washroom have undergone interior decorations and facelifts. Steps are being taken to channelize the plan for building the Reading rooms from the grant of the government. The proposal for the setting up of a dedicated transformer for the college has been sent to the appropriate authorities. The college is in receipt of the grant from the UGC for the extension activities and the programme for its appropriate utilization is underway. The publication of the Journal of the college is on the anvil.

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 college takes regular initiatives to uphold environmental issues and inculcate concern for the environment among its students by conducting regular classes and group discussions. Apart from this the National Service Scheme Unit of the College regularly plant saplings inside the College campus and are planning to take initiatives to make the campus 'plastic free'. Apart from this the College Canteen uses LPG gas cylinders for all cooking purposes and the College owns a 32KV Diesel generator which is pollution free.

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 2014-2015

The Gangarampur College has decided on the following agenda:

The Gangarampur College will try

i) To appoint a Principal of the college and also to improve teaching and non-teaching staff strength

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

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

ii) To set up a water reservoir for safe drinking water.

iii) To extend or relocate the girls' common room.

iii) To finish the unfinished auditorium/ convocation hall.

iv) To start the construction of the reading rooms from the grant of Rs 2300000/- by the Govt. of West Bengal.

v) To construct a bigger cycle stand.

vi) To set up a dedicated transformer for the College.

vii) To prepare a composite plan for the college as proposed by the District administration of D. Dinajpur.

viii) To build a garden of medicinal plants.

ix) To construct a hostel for the girls.

x) to avail more major/minor research projects,

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

xii) To motivate the students to participate in various awareness programmes and extension activities like Adult Education, Women empowerment, Literacy Drives, Awareness of Human Rights, Professional and Vocational courses.

xiii) To arrange for seminars and workshops, symposia by the various departments of the college.

xiv) To publish a journal of the college

Name   Prof. BHABARANJAN ROY

Bhabaranjan Roy

Signature of the Coordinator, IQAC

Co-Ordinator, IQAC
Gangarampur College

Name   Prof. SAURABH SARMADHIKARI

Saurabh Sarmadhikari

Signature of the Chairperson, IQAC
Teacher-In-Charge
Gangarampur College

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<u>Annexure I</u>

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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