

Annual Quality Assurance Report (2016-2017)

**Submitted by
Internal Quality Assurance Cell
Midnapore College (Autonomous),
Midnapore, West Bengal**

**Submitted to
National Assessment
And
Accreditation Council (NAAC)
Bangalore**

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

I. Details of the Institution

1.1 Name of the Institution	MIDNAPORE COLLEGE (AUTONOMOUS)
1.2 Address Line 1	P.O.- MIDNAPORE
Address Line 2	DIST.- PASCHIM MEDINIPUR
City/Town	MIDNAPORE
State	WEST BENGAL
Pin Code	721101
Institution e-mail address	mcm.principal@gmail.com
Contact Nos.	(03222) 275847
Name of the Head of the Institution:	Dr. Gopal Chandra Bera
Tel. No. with STD Code:	(03222) 276347
Mobile:	09800621873

Name of the IQAC Co-ordinator: Prof. Rajendra Nath Dutta

Mobile: 09547193390

IQAC e-mail address: mcm.principal@gmail.com

1.3 NAAC Track ID (For ex. MHCOCGN 18879) 11947

1.4 NAAC Executive Committee No. & Date: BC/58/RAR/009 DATED 10/03/2012
(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.midnaporecollege.ac.in

Web-link of the AQAR: <http://www.midnaporecollege.ac.in/IQAC/AQAR2016-17.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A+		2004	2009
2	2 nd Cycle	A	3.58	2012	2017
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY 20.02.2006

1.8 AQAR for the year (for example 2010-11) 2016 - 2017

1.9 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*)

- i. AQAR Recently NAAC Accreditation was done in December, 2011 and accredited A in March 2012 (DD/MM/YYYY)
- ii. AQAR(2012-2013) submitted to NAAC on 26.06.2015 (DD/MM/YYYY)
- iii. AQAR (2013-2014) submitted to NAAC on 27.06.2015 (DD/MM/YYYY)
- iv. AQAR (2014-2015) submitted to NAAC on 24.09.2015 (DD/MM/YYYY)
- v. AQAR (2015-2016) submitted to NAAC on 10.08.2016 (DD/MM/YYYY)
- vi. AQAR (2016-2017) submitted to NAAC on 17.08.2017 (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous College of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/ Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

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

Autonomy by State/Central Govt. / University	<input type="text" value="√"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text" value="√"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text" value="√"/>	DST-FIST	<input type="text" value="√"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text" value="DST BOOST"/>
UGC-COP Programmes	<input type="text" value="√"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="7"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="2"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	<input type="text" value="5"/>
2.11 No. of meetings with various stakeholders:	
	No. <input type="text" value="2"/> Faculty <input type="text" value="2"/>
Non-Teaching Staff <input type="text" value="1"/> Students <input type="text" value="1"/>	Alumni <input type="text" value="1"/> Others <input type="text" value="Nil"/>

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

2.13 Seminars and Conferences (only quality related)

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

Total Nos. Nil International 01 National 05 State Nil Institution Level 03

(ii) Themes Nil

2.14 Significant Activities and contributions made by IQAC

- Monitoring Teaching Learning
- Conducting Students' Seminar
- Taking feedback from Stakeholders
- Motivating Teachers to apply for being Research Guides to Vidyasagar University
- Steps for establishing Central Research Centre
- Motivating the teachers to undertake Major/ Minor Research Projects
- Motivating the departments to organise National/ International Seminars
- Provision of Smart Classrooms for PG departments.
- Steps taken to introduce PG in Philosophy

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
1. To purchase a waste composter machine.	1. Purchased a waste composter machine for bio-fertiliser
2. To publish Research Journals.	2. Published two Research Journals
3. To upgrade the mode of teaching more and more with the help of ICT.	3. To upgrade the mode of teaching more smart class rooms have been introduced.
4. To organise National and International Seminars	4. Proposals for National Seminar were sent to UGC and grant for three National Seminars have been obtained.
5. To award the students who will stand first, second and third in the students seminar	5. Departments have taken initiative in this regard.
6. To renovate and upgrade the existing Medicinal Plants Garden.	6. Existing Medicinal Plants Garden has been being renovated.
7. To motivate the teachers to undertake Major and Minor Research Projects more and more.	7. Some of the Teachers have undertaken Major and Minor research projects.
8. To arrange for the awareness of Health and Hygiene in collaboration with the Bio-Science Departments and NSS.	8. Health and Hygiene Awareness has been arranged.
9. To make the College Campus A Green Zone.	9. More Trees are planted and gardening extended in the College Campus and steps have been taken for Green Audit.
10. To call a meeting of the Students' Council for healthy interaction, new suggestions for further academic development of the College.	10. Meeting with Students' Council was held.
11. To arrange for extension activities.	11. Extension activities have been undertaken by some departments as well as NSS
12. To construct more classrooms to keep pace with the academic growth.	12. Construction of more Classrooms is in progress

* *Academic Calendar of the year 2016-17 is attached in Annexure-I.*

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken As mentioned in 2.15

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
Ph.D.				
PG	11	01		
UG	23			
PG Diploma				
Advanced Diploma				
Diploma				02
Certificate	02			01
Others				
Total	36	01		03
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	√ (As per Autonomous System in 23 UG and 12 PG Subjects)
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(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 Annexure - II)**

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

<p>Yes.</p> <ul style="list-style-type: none"> ➤ Syllabi were updated for introduction of CBCS in PG (2016-2017). ➤ PG Boards of Studies recommended changes for upgradation of syllabus content as per NET & SET Syllabus. ➤ Add-on Courses of Communicative English and Computer Fundamentals are included in the UG Syllabus. ➤ Spoken Sanskrit introduced under the guidance of department of Sanskrit
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1.5 Any new Department/Centre introduced during the year. If yes, give details.

Yes. One PG Subject was introduced in Geography from the session 2016-2017.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
75	50	25	Nil	PTT – 33 CWTT- 6

2.2 No. of permanent faculty with Ph.D.

49

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
19	06	Nil	Nil	Nil	Nil	Nil	Nil	19	06

2.4 No. of Guest and Visiting faculty and Temporary faculty

14	15	05
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	13	14	09
Presented papers	5	10	07
Resource Persons	5	-	06

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

- Introduction of Virtual Classroom
- Scholarly teaching by reputed scholars.
- Lectures of eminent scholars in repository in library.
- Organizing two lecture series i.e. P.N. Ghosh Memorial Lecture and B.D. Banerjee Memorial Lecture
- Provision of Smart Class Rooms in PG Departments.
- ICT based teaching learning with the conventional mode.
- Seminar lectures by Students on their own subjects
- Introduction of NPTEL collaboration with IIT, Kharagpur for online education
- Workshop on experimental Physics i.e. C.K. Majumder Lecture Series
- Scope to self-study to students in CSC, IAPT
- Introduce INFLIBNET in College Central Library
- Introduce DELNET
- Introduce e-Books

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

195

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

- Long and Semi-Long Questions
- Short question and multiple choice questions
- Personality test and viva
- Projects and seminars
- Coding and decoding

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

62

01

2.10 Average percentage of attendance of students

85 %

2.11 Course/ Programme wise distribution of pass percentage :

Title of the Programme B.A./ B.Sc. Honours and M.Sc.	Total no. of students appeared	Division				
		Distinction % **	I %	II %	III %	Pass %
B.Sc. Physics (H)	84	-	65	17	1	98.81
B.Sc. Chemistry (H)	81	-	48	30	1	97.53
B.Sc. Mathematics (H)	136	-	37	88	8	97.79
B.Sc. Comp. Sc. (H)	21	-	14	06	-	95.24
B.Sc. Botany (H)	36	-	8	23	3	94.44
B.Sc. Zoology (H)	37	-	23	13	01	100
B.Sc. Physiology (H)	27	-	12	15	-	100
B.Sc. Microbiology (H)	21	-	8	10	03	100
B.Sc. Economics (H)	6	-	2	4	-	100
B.Sc. Geography (H)	27	-	1	23	2	97.30
B.A. English (H)	53	-	2	50	-	98.11
B.A. Bengali (H)	43	-	4	39	-	100
B.A. Philosophy (H)	35	-	2	30	1	94.29
B.A. Political Science (H)	14	-	1	12	1	100
B.A. History (H)	56	-	4	51	-	98.21
B.A. Sanskrit (H)	47	-	22	25	-	100
B.A. Sociology (H)	15	-	2	12	1	100
B.A. Education (H)	38	-	16	21	-	97.37
B.A. Hindi (H)	2	-	-	2	-	100
B.A. Statistics (H)	6	-	3	2	-	83.33
B.Sc. (General)	30	-	5	22	2	96.67
B.A. (General)	412	-	1	95	197	71.12
M.Sc. Physics	21	-	20	1	-	100
M.Sc. Chemistry	28	-	28	-	-	100
M.Sc. Mathematics	21	-	21	-	-	100
M.Sc. Zoology	23	-	23	-	-	100
M.A. Sanskrit	38	-	25	13	-	100
M.A. Bengali	51	-	51	-	-	100
M.A. English	37	-	27	10	-	100
M.A. History	43	-	39	4	-	100
M.A. Political Science	03	-	2	1	-	100
M.Sc. Physiology	20	-	16	4	-	100
M.Sc. Botany	22	-	21	1	-	100
B.C.A.	6	-	3	2	-	83.33

** Not in vogue under Vidyasagar University.

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

- Self appraisal of teachers
- Feedback from students on Teachers
- Enhancing learning infrastructure
- Modernising laboratories
- Motivating the departments for arranging guest and seminar lectures, organising National Seminars and Workshops
- Academic Audit

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	10
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	02
Faculty exchange programme	15 (VU, RBU, NOU, IGNOU);
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	_____
Others	National conference XXVIII th Annual Conference of the Physiological Society of India (PHYSIOCON-2016) during 18 th to 20 th November, 2016, all Teachers of Science Departments participated

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	18	25	3	
Technical Staff	38	9	3	

Criterion – III

3. Research, Consultancy and Extension

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

- Published two Research Journals and one book on Environmental Awareness
- Establishing Central Research Centre (Proposed)
- IQAC co-ordinates with Research Committee
- Motivating Teachers for undertaking Major/ Minor Research Projects
- Initiatives to procure fund from DST, UGC and other funding agencies
- Proposing to College Authority to provide Seed Money for Researchers in the initial stage.
- Accepted the proposal of two multidisciplinary research projects funded by College amounting Rs. 150000/-
- Increasing the infrastructure for research work
- Space for research scholars

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	01	01	02
Outlay in Rs. Lakhs	16.83	16.55	9.58	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	06	03	06	-
Outlay in Rs. Lakhs	22.55	16.5	18.74	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	44	16	
Non-Peer Review Journals			10
e-Journals			
Conference proceedings		40	-

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	3 years	State & DST	9,58,000/-	-
Minor Projects	2 years	UGC	18,74,000/-	-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	2 years	College Fund	3,00,000/-	-
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN

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	--	1	--		
Sponsoring agencies	--	Physiological Society of India	--	----	

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 From Management of University/College
 Total

3.16 No. of patents received this year

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

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
--	--	--	--	--	--	--

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	400	State level	--
National level	--	International level	--

3.22 No. of students participated in NCC events:

University level	--	State level	25
National level	06	International level	--

3.23 No. of Awards won in NSS: Nil

University level	--	State level	--
National level	--	International level	--

3.24 No. of Awards won in NCC:

University level	--	State level	--
National level	06	International level	--

3.25 No. of Extension activities organized

University forum	--	College forum	01
NCC		NSS	10
		Any other	08

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

- Show of stellar activities for Students and local people by Midnapore College N.C. Rana Sky Observation Centre.
- Major Science experiments for College and School Students by Midnapore College Centre for Scientific Culture
- Programmes of AIDS Awareness, Thalassemia Awareness, Environmental Awareness.
- Blood donation by Students
- Distribution of learning materials among the Children of Slum Areas
- Tree Plantation
- Supplying drinking water to the local people from the water plant of the College during the hot spell of summer
- Special Lecture on Gender Sensitization and Cancer Awareness.

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	15.2105 acre			15.2105 acre
Class rooms	43	-	-	43
Laboratories	27	31	State Govt. and College Fund	58
Research Laboratories	06			06
Seminar Halls	02			02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	32	10	UGC & College Fund	42
Value of the equipment purchased during the year (Rs. in Lakhs)	57,78,000/-	49,11,457/-	UGC & College Fund	1,06,89,457/-
Others	--			--

4.2 Computerization of administration and library

- Library fully Computerised
- Admission fully computerised
- Cash Section fully Computerised
- Accounts Section partly computerised.
- Administrative activities partly computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21,530		601	1,89,603/-	22131	
Reference Books	44,623		1302	6,17,247/-	45925	
e-Books			67	4,96,654/-	67	
Journals	16		05		21	25,880/-
e-Journals		5000/-		5,750/-		10,750/-
Digital Database			INFLIBNET-nlist DELNET			
CD & Video			NPTEL			
Others (specify)	<ul style="list-style-type: none"> ➤ INFLIBNET-nlist for e-journal (Value Rs. 5,750/-) ➤ DELNET (Value Rs. 16,500/-), for World Largest e-Book Library (31 lakhs approx.) (Value Rs. 97,750/-) ➤ Magazine & Newspaper – 22 nos. (Value Rs. 15,600/-) ➤ Library Repository 					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	223	4	05	10	01	11	67	-
Added	07	-	-	-	-	-	-	-
Total	230	4	05	10	01	11	67	-

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

- Training to teachers and staff regarding computer arranged.
- Training to students regarding the use of Library Software for searching books & e-journals.
- Computer training for Teachers and Staff for admission process.
- Internet access training to students and use of library software.

4.6 Amount spent on maintenance in lakhs :

i) ICT	2.00
ii) Campus Infrastructure and facilities	111.46784
iii) Equipments	49.11457
iv) Others (Laptop as Teaching-Aids)	Nil
Total :	162.58241

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Induction meeting for 1st year students both UG and PG.
- Arranging lectures on awareness programme.
- Information available in College prospectus.
- Information in the classroom.
- Arranging value based lectures.
- Organising Seminar on Environmental Awareness

5.2 Efforts made by the institution for tracking the progression

- Interaction with Students.
- Students Feedback
- Department wise students' information
- Parent-Teacher Meeting
- Regular discussion on institutional progression with Alumni Association.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4081	1066	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	2909	56.52		2238	43.48

Last Year (2015- 2016)						This Year (2016 - 2017)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2542	1016	277	785	03	4620	3045	608	199	1290	5	5147

Demand ratio - 1:8

Dropout % - 0.7%

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

- NET/ SET Coaching for PG students
- Communicative English training for students through Career Oriented Programme
- Interaction with teachers
- Career Counselling Cell counselling the students.

No. of students beneficiaries 70 (approx.)

5.5 No. of students qualified in these examinations

NET	07	SET/SLET	-	GATE	04	CAT	
IAS/IPS etc		State PSC	05	UPSC		Others	JAM- 65, JECA - 14

5.6 Details of student counselling and career guidance

- Personal counselling by teachers.
- Guideline of career counselling in College prospectus

No. of students benefitted

500 (approx.)

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
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

- Observance of Women's Day
- Protecting the rights of disadvantaged Women by Equal Opportunity Centre of Midnapore College

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
Financial support from institution	57	125000/-
Financial support from government	90	1000000/-
Financial support from other sources	25	47760/-
Number of students who received International/ National recognitions	05	51760/-

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: _____

Major Grievances	Grievances Redressed
Nil	Nil
Nil	Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

- To educate the students with morality, nobility and magnanimity of soul removing all barriers to comprehensive education of good quality to serve society better.
- To open job oriented courses and introduce new subjects for the advancement of students towards globalization

MISSION

- Shifting from conventional curriculum to a more dynamic and learner-friendly system of curricular choices in response to social needs
- Enhancing the competence and skills of the learners towards achieving excellence
- Seeking collaboration with institutions of Higher Learning of repute to enhance and update the quality of the Institution.

6.2 Does the Institution has a management Information System

Yes, it is used for Library, Data base of students and some administrative processes.

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

6.3.1 Curriculum Development

- Participation of teachers in workshops offering healthy suggestions for updating curricula of UG and PG.
- Involving Students in Project works and group discussions.
- Holding academic excursions beyond curricula.
- Continuous Internal Assessment UG and PG
- Introduction of CBCS Pattern

6.3.2 Teaching and Learning

- Conventional method of teaching with the use of Information Communication Technology (ICT).
- Field surveys.
- Academic tools
- Documentary film show after class hours
- Group discussion and quiz contest
- Seminars in the classroom

6.3.3 Examination and Evaluation

- Internal examination with short questions and multiple choice questions and long questions.
- End Semester Examination.
- Students made aware of their mistakes after evaluation.
- Suggestions offered for betterment.

6.3.4 Research and Development

- Departmental initiative for major/minor research projects
- Post DOC Research inspired by College Authority and IQAC
- Circulation of Guidelines of different funding agencies
- IQAC motivating teachers for undertaking research projects.
- Research Laboratories Constructed

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library fully computerised
- Digital Library established
- Librarians attending orientation programmes
- Some e-journals
- Some Departmental Libraries established

6.3.6 Human Resource Management

- Teaching and Non-teaching Staff engaged in different developmental activities as per their competency in the respective fields
- Students involved in academic, cultural & sports activities
- Strong Support of Alumni around the year and active involvement of our Staff and Students

6.3.7 Faculty and Staff recruitment

- Faculty recruitment as per UGC Guidelines and West Bengal College Service Commission.
- Other Staff recruitments as per State Govt. Rules.

6.3.8 Industry Interaction / Collaboration

- Industry interaction through departments
- Collaboration with the reputed Institutes by Teachers for Research Activities.

6.3.9 Admission of Students

- Students' admission strictly on the basis of merit.
- Reservation Policy strictly adhered as per Govt. Rules
- ONLINE Admission Process
- Admission Information in the College Website
- Counselling in different subjects
- Help Desk for Students' Admission
- Counselling Students for admission as per their merit, choice and opportunities.
- Admission Fees payment through Net Banking and Debit/ Credit Card.

6.4. Welfare schemes for

Teaching	Midnapore College Staff Co-Operative Credit Society Ltd.
Non teaching	Midnapore College Staff Co-Operative Credit Society Ltd.
Students	1. B.D. Banerjee Memorial Free Studentship Fund for poor and meritorious students 2. Endowment Fund created by teachers and alumni for meritorious students

6.5 Total corpus fund generated

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	Vidyasagar University	Yes	Principal & IQAC
Administrative	Yes	Vidyasagar University & West Bengal State Govt.	Yes	Principal

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?

- Examinations are held on Semester Basis
- CIA (Continuous Internal Assessment)
- Performance in Projects and Seminars.

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

- With the whole hearted cooperation of Vidyasagar University and benevolent attitude of West Bengal State Government and kind consideration by UGC, Autonomous Status has been granted from the academic Session 2014-2015
- Helps the Institution introduction of more subjects and new courses.
- Sends nominated representatives on different bodies like Governing Body, Academic Council and Boards of Studies different departments

6.11 Activities and support from the Alumni Association

- Alumni Association is active in holding annual meetings.
- It extends academic support and help for infrastructural development.
- It offers financial help for poor students.
- It helps in organising Annual P. N. Ghosh Memorial Lecture Series.
- It offers suggestion to College Authority for undertaking welfare schemes for students of the College, and helped in smooth conduct of Autonomous Team Visit.
- It helps the College by offering suggestions to UGC Team for granting Autonomous Status.

6.12 Activities and support from the Parent – Teacher Association

- Parent Teacher Association Meeting has been held with good suggestions from the parents.

6.13 Development programmes for support staff

- Motivating the support staff to go to different training camps organised by other Institutes.

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

- Created “No Smoking Zone” inside the campus.
- Created pollution free campus.
- Installed Green Generators.
- Gardening and Plantation of trees and observed “Aranya Saptaha” (Plantation Week) in planting trees.
- Renovating the existing gardens.
- Installation of Composter Machine to make the Bio-fertilisers to be used in gardens.
- Installation of Solar light.
- Steps taken for Green Audit.

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.

- Feedback on teaching by Students created a positive impact on teaching-learning.
- Motivating the Teachers to undertake major/ minor research projects which increase the numbers of Major/ Minor Research Projects.
- Science Day Observation increased Science Awareness of Students.
- Practical Classes are reinforced by Midnapore College Scientific Culture.
- Celebration programmes of Silver Jubilee of IAPT
- Audio Visual Shows during 2015-2016 enhanced students' knowledge about different aspects.
- Organizing Seminar on Cancer Awareness

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

- One Major Plan is to obtain Autonomous Status. Autonomous Status has been granted.
- Strengthening Quality teaching is always the plan. Seminars, Guest Lectures, Debates and Library Works are organised.
- Boards of Studies of different subjects have been formed.
- Controller Section has been opened under Autonomous System.
- To contribute more books for the Library. A good number of books purchased.
- Out of Sanctioned Grant Books and Journals are subscribed.
- Plan of constructing more Classrooms and Building Sub-committee initiates action in this matter.
- Plan of purchase of more modern instruments for labs. Purchase Sub-Committee invites the lists of instruments from the departments.
- To open more Post Graduate Subjects. Inspection in this regard has been done by Vidyasagar University.

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

- Midnapore College Centre for Scientific Culture dedicated to enhancement of Basic Knowledge of Science for Students of Higher Secondary of the State and neighbouring States.
- Participative Management for spontaneous involvement of all stakeholders for peaceful administration.
- Emphasises more research activities and quality teaching.
- Promotes student centric learning and motivates the students in sports and cultural activities.

7.4 Contribution to environmental awareness / protection

- Development of "No Smoking Zone".
- Posters containing messages of environmental protection.
- Role of NSS in Cleaning the Campus by inhouse Student Volunteers in presence of NSS Programme Officers on every Saturday.

7.5 Whether environmental audit was conducted? Yes No

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

Please see Annexure - IV.

8. Plans of institution for next year

- To upgrade the mode of teaching more and more with the help of ICT.
- Introduction of Central Research Centre
- Introduction of more subjects in UG and PG
- Introduction of Job Oriented Courses apart from the existing ones.
- Steps
- To organise National and International Seminars
- To award the students who will stand first, second and third in the students seminar
- To renovate and upgrade the existing Medicinal Plants Garden.
- To motivate the teachers to undertake Major and Minor Research Projects more and more.
- To arrange for the awareness of Health and Hygiene in collaboration with the Bio-Science Departments and NSS.
- To make the College Campus 'A' Green Zone.
- To call a meeting of the Students' Council for healthy interaction, new suggestions for further academic development of the College.
- To arrange for extension activities.

Prof. Rajendra Nath Dutta
Coordinator of IQAC
Midnapore College (Autonomous)

Dr. Gopal Ch. Bera
Principal & Chairperson, IQAC
Midnapore College (Autonomous)

ACADEMIC CALENDAR FOR THE SESSION 2016-2017**Academic Calendar for 1st, 3rd & 5th (Odd) Semester (UG & PG)**

DATE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
1	Prac 2 nd & 4 th	FD	FD	FD	-	SL
2	Prac 2 nd & 4 th	FD	FD	-	-	SL
3	-	FD	FD	HD	-	SL
4	Prac 2 nd & 4 th	FD	FD	-	-	SL
5	Prac 2 nd & 4 th	FD	-	FD	-	SL
6	-	HD	-	FD	-	-
7	Prac 2 nd & 4 th	-	FD	FD	-	SL
8	FD	FD	FD	FD	-	-
9	HD	FD	FD	FD	-	Th. Ex.
10	-	FD	FD	HD	-	Th. Ex.
11	FD	FD	FD	-	-	Th. Ex.
12	FD	FD	HD	-	-	Th. Ex.
13	FD	HD	-	FD**	-	-
14	FD	-	FD	FD**	-	Th. Ex.
15	FD	-	FD	FD**	-	Th. Ex.
16	HD	FD	FD	FD**	FD	Th. Ex.
17	-	FD [#]	FD	FD**	FD	Th. Ex.
18	FD	FD [#]	FD	-	FD	Th. Ex.
19	FD	FD [#]	HD	-	FD	Th. Ex.
20	FD	HD	-	-	-	-
21	FD	-	FD	-	HD	Th. Ex.
22	FD	FD	FD	-	-	Th. Ex.
23	HD	FD	FD	-	FD	Th. Ex.
24	-	FD*	FD	-	FD	-
25	FD	-	-	-	-	-
26	FD	FD*	HD	-	FD	-
27	FD	FD*	-	-	FD	-
28	FD	HD*	FD	-	HD	-
29	FD	-	-	-	-	-
30	HD	-	FD	-	FD	-
31	-	FD	-	-	-	-
Total	25	25	23	13	11	

FD:-Full Day,

*:-1st Internal Exam

HD:-Half Day

**:-2nd Internal Exam

SL – Study Leave

#-1st Sem Registration

Academic Calendar for 2nd, 4th & 6th (Even) Semester (UG & PG)

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
1	New years Day	Saraswati Puja	FD	HD	-	SL
2	FD	Saraswati Puja	FD	-	FD	SL
3	FD	FD	FD	^{\$\$\$} FD	FD	SL
4	FD	HD	HD	^{\$\$\$} FD	FD	-
5	FD	-	-	^{\$\$\$} FD	FD	Th.Ex.
6	FD	FD	FD	FD	HD	Th.Ex.
7	HD	FD	FD	FD	-	Th.Ex.
8	-	FD	FD	HD	FD	Th.Ex.
9	FD	FD	FD	-	Birth day of Rabindranath	Th.Ex.
10	FD	FD	FD	FD	-	Th.Ex.
11	FD	HD	HD	FD	FD	-
12	Birth day of Vivekannanda	-	Dolyatra	FD	FD	Th.Ex.
13	FD	^{\$} FD	Dolyatra	FD	HD	Th.Ex.
14	HD	^{\$} FD	FD	Good Friday	-	Th.Ex.
15	-	^{\$} FD	FD	Easter Saturday	FD**	Th.Ex.
16	FD	FD	FD	-	FD**	Th.Ex.
17	FD	FD	FD	FD	FD**	Th.Ex.
18	FD	HD	HD	FD	FD**	-
19	FD	-	-	FD	FD**	Practical Ex.##
20	FD	FD	^{\$\$} FD*	FD	HD**	Practical Ex.##
21	HD	FD	^{\$\$} FD*	FD	-	Practical Ex.##
22	-	FD	^{\$\$} FD*	HD	FD	Practical Ex.##
23	Birth day of Netaji	FD	FD	-	FD	Practical Ex.##
24	FD	FD	FD	FD	SL [#]	Practical Ex.##
25	FD	HD	HD	FD	SL [#]	-
26	Republic Day	-	-	FD	SL [#]	Id-UI-Fitre
27	FD	FD	FD	FD	SL [#]	Practical Ex.##
28	HD	FD	FD	FD	-	Practical Ex.##
29	-		FD	HD	SL [#]	Practical Ex.##
30	Foundation Day		FD	-	SL [#]	Practical Ex.##
31	-		FD		SL [#]	
Total	21	22	26	23	17	

FD:-Full Day, HD:-Half Day SL – Study Leave
 **:- 2nd Internal Exam – Sunday
 ##: – Admission(3rd & 5th Sem) \$:- 1ST Internal of 6th Sem

*:- 1st Internal Exam
 # - Admission(1st Sem)
 \$\$:- 2nd Internal of 6th Sem
 \$\$\$:- 6th Sem ESE

Feedback Analysis on Teaching and other aspects of the College:-

- IQAC attaches importance to Students' feedback on teaching. This feedback is taken annually from the outgoing students of both UG and PG. This is conducted by IQAC.
- Students are given instruction on the feedback paper to evaluate teachers by giving marks from 10 to 1 and also not to put their signatures on the papers to maintain confidentiality.
- Students are asked to assess Subject Knowledge, Communication Skill, Accessibility of Teacher, Ability of teacher to connect the subject with the real aspect of life and modern theoretical developments, sincerity and preparation of the teachers.
- The feedback is assessed by IQAC for the year 2016-2017 and discussed with the Principal. It is observed that the performances of the majority of teachers are highly satisfactory and satisfactory. But the students are not satisfied with the teaching of a few teachers. Then the Principal calls the concerned teachers and motivates them to teach qualitatively and upgrade teaching more and more.
- It is also observed from the feedback analysis of 2016-2017 that the students require revision of syllabus, interdisciplinary course, training in Computer use. They want more accommodation in Boys' Hostel, more increase of Sports facilities, more intake capacity in the Subjects.
- The students show zeal for Autonomous Status of the College.
- The Alumni Association stresses the introduction of new subjects and progress towards obtaining Autonomous Status of the College.

7.3 Best Practices of the College:-

- i. Midnapore College N.C. Rana Sky Observation Centre organises symposia to explain notable phenomena of meteor showers, comets, variable stars, some sun spots etc. and transits of Mercury and Venus.
It organised LAB to LAND programme for students through 10" Meade Cassegrain Telescope with a CCD Camera.
It also forecasts local weather which helps the local farmers and fishermen for their agriculture and fishing.
- ii. Midnapore College Centre for Scientific Culture inculcates scientific outlook among the Students. It organises orientation programme for College Teachers and Workshops for College Students in Science Subjects. It helps the students of other Schools and Colleges also to make experiments. Science awareness among local people is being instilled to eradicate prejudices and superstitions.
- iii. Science Day is observed every year with Seminar Lectures by erudite scholars.
- iv. P.N. Ghosh Memorial Lecture is arranged every year with special Lecture by eminent Scientist/ Litterateur/ Historian/ Philosopher.
- v. Bigyan Parishad (Science Association) of Midnapore College organises Quiz, Poster Competition, Model Show for the students.
- vi. Cultural Competitions organised by Students' Union pickup Students' inner potentialities in song, dance, recitation, elocution etc.
- vii. Apart from NSS activities, students themselves are involved in Clean Campus Campaign.
- viii. Ex-situ Medicinal Plants Garden and Herbarium help both the students and the local people in identifying the useful plants for medicine and also preserving rare species of flowers and plants.
- ix. Lectures by Teachers on great men like Vivekananda, Vidyasagar, Acharya Jagadish Chandra Bose, Acharya Prafulla Chandra Roy and many others on their respective birthdays inculcate morality, nobility and inquisitiveness among students
- x. Documentary Film Shows after class hours on Saturdays open up new horizon of thinking among students.
- xi. Language Laboratory has been established and it helps students in learning languages in a sophisticated way.
- xii. INSPIRE programme is conducted often to search early talent in students.

7.3 SWOT Analysis:-

• STRENGTH

- Good Academic Ambience
- Excellent Results of Students in University Examinations
- Higher rate of Pass Percentage of students than other Colleges under Vidyasagar University.
- Satisfactory performances of students in JAM, JECA, GATE, NET/SET & other Competitive Examinations.
- Quality teaching-learning
- Enriched Faculty
- Achievements of students in sports and cultural activities.
- Strong Alumni Association
- Language Proficiency through Language Laboratory
- Ex-situ Medicinal Plants Garden and Herbarium
- Midnapore College N.C. Rana Sky Observation Centre for local weather forecast and studies in Astrophysics.
- Midnapore College Centre for Scientific Culture for Science Experiments beyond curricula.
- Emphasis on learning through ICT, Digital Library
- Increase of Research Activities.
- Animal House.
- Publication and presentation of papers in State Level, National and International Seminars, Workshops, Journals and Magazines by teachers.
- Efficient and devoted Administrative and Ministerial Staff.
- Introduction of Travel and Tourism Management with Travel Photography
- Rabindra Bharati University Distance Education Study Centre newly introduced
- IGNOU Study Centre running successfully.

• WEAKNESS

- Some vacant teaching posts.
- Dearth of Non-teaching staff
- Lack of more space in campus
- Necessity of creation of more fulltime teaching posts.
- Fund required for upgradation of College Hostel and College Playground.

- **OPPORTUNITIES**

- To involve students more in research activities
- To open more PG Courses
- To give more scope of education to first learner generation
- To create efficient administrators and scientists
- To open Theatrical Troupe and Cultural Concert
- To sign MoU with Industries and reputed Institutes

- **THREATS**

- To train all students in Communicative English and Computer Fundamentals
- To keep pace with social needs and academic progress
- To increase intake capacity of students in different subjects.
- To create teaching posts in the newly opened subjects in UG and PG.
- To engage experts for overall activities of the College.
- To manage funds for infrastructural development in the second campus to be own.