# Annual Quality Assurance Report (2017-2018)

Submitted by
Internal Quality Assurance Cell
Midnapore College (Autonomous)
Midnapore, West Bengal - 721101

# 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					
G	WEST BENGAL					
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	n: Dr. Gopal Chandra Bera					
Tel. No. with STD Code:	(03222) 276347					
	00000004070					
Mobile:	09800621873					

Name	of the	<b>IOAC</b>	Co-ordinator	٠.

Prof. Rajendra Nath Dutta

Mobile:

09547193390

IQAC e-mail address:

mcm.principal@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

11947

1.4 NAAC Executive Committee No. & Date:

EC(SC)/28/A&A/25.3 DATED 30/10/2017

(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/AQAR2017-18.pdf

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A+		2004	2009 (5 years)
2	2 <sup>nd</sup> Cycle	Α	3.58	2012	2017 (5 years)
3	3 <sup>rd</sup> Cycle	A+	3.60	2017	2024 (7 years)
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

20.02.2006

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

2017 - 2018

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, 2011and accredited A in March 2012 (DD/MM/YYYY) ii. AQAR(2012-2013) submitted to NAAC on 26.06.2015 iii. AQAR (2013-2014) submitted to NAAC on 27.06.2015 iv. AQAR (2014-2015) submitted to NAAC on 24.09.2015 v. AQAR (2015-2016) submitted to NAAC on 10.08.2016 vi. AQAR (2016-2017) submitted to NAAC on 17.08.2017 1.10 Institutional Status State Deemed University Central Private Affiliated College Yes No Constituent College Yes
  - (eg. AICTE, BCI, MCI, PCI, NCI)

Regulatory Agency approved Institution

Autonomous College of UGC

Type of institution	Co-education women women
	Urban Rural V Tribal
Financial Status	Grant-in-aid $\boxed{V}$ UGC 2(f) $\boxed{V}$ UGC 12B $\boxed{V}$
	Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/ Programme

		<del></del>		
TEI (Edu) Enginee	ering Health Scienc	e Mai	nagement	
Others (Specify)	B.C.A.			
1.12 Name of the Affiliating Univ	Vidyasagar Un	iversity		
	• • •			

Science Commerce Law

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

PEI (Phys Edu) | V

Autonomy by State/Central Govt. / Univer	ersity		
University with Potential for Excellence		UGC-CPE	V
DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme	$\sqrt{}$	DST-FIST	V
UGC-Innovative PG programmes		Any other (Specify)	DBT
UGC-COP Programmes	$\sqrt{}$		
2. IQAC Composition and Activit	<u>ties</u>		
2.1 No. of Teachers	7		
2.2 No. of Administrative/Technical staff	1		
2.3 No. of students	1		
2.4 No. of Management representatives	2		
2.5 No. of Alumni	1		
2. 6 No. of any other stakeholder and community representatives	1		
2.7 No. of Employers/ Industrialists	1		
2.8 No. of other External Experts	2		
2.9 Total No. of members	16		
2.10 No. of IQAC meetings held	5		
2.11 No. of meetings with various stakeholders:	No. 2	Faculty 2	
Non-Teaching Staff Students 1	Alumni 1	Others 1	

2.12 Has IQAC received any funding from UGC	during the year? Yes No								
2.13 Seminars and Conferences (only quality related	2.13 Seminars and Conferences (only quality related)								
(i) No. of Seminars/Conferences/ Workshop									
Total Nos. 11 International 01	National 05 State Nil Institution Level 05								
(ii) Themes Subject based seminars									
2.14 Significant Activities and contributions made by	IQAC								
<ul> <li>Monitoring Teaching Learning</li> <li>Conducting Students' Seminar</li> <li>Taking feedback from Stakeholders</li> <li>Motivating Teachers to apply for being</li> <li>Steps for establishing Central Research</li> <li>Motivating the teachers to undertake N</li> <li>Motivating the departments to organis</li> <li>Provision of Smart Classrooms for PG d</li> <li>Steps taken to introduce PG in Philosop</li> </ul>	Major/ Minor Research Projects e National/ International Seminars epartments.								
2.15 Plan of Action by IQAC/Outcome The plan of action chalked out by the IQAC enhancement and the outcome achieved by t									
Plan of Action	Achievements								
<ol> <li>To upgrade the mode of teaching more and more with the help of ICT &amp; other tools.</li> <li>To organise National and International Seminars</li> <li>To award the students who will stand first, second and third in the students seminar</li> <li>To renovate and upgrade the existing Medicinal Plants Garden.</li> <li>To motivate the teachers to undertake Major and Minor Research Projects more and more.</li> <li>To arrange for the awareness of Health and Hygiene in collaboration with the Bio-Science Departments and NSS.</li> <li>To make the College Campus A Green Zone.</li> <li>To call a meeting of the Students' Council for healthy interaction, new suggestions for further academic development of the College.</li> <li>To arrange for extension activities.</li> <li>To construct more classrooms to keep pace with the academic growth.</li> <li>To encourage Inter Disciplinary Activities</li> <li>To introduce CBCS in the Under Graduate Course</li> <li>To implement the rules of home assignments of UG students</li> <li>To introduce project work for the UG students</li> </ol>	<ol> <li>To upgrade the mode of teaching with more smart class rooms have been introduced such teaching is running smoothly.</li> <li>Proposals for National Seminar were sent to UGC.</li> <li>Departments have taken initiative in this regard &amp; implemented.</li> <li>Existing Medicinal Plants Garden has been being renovated.</li> <li>Good number of teachers have undertaken Major and Minor Research Projects.</li> <li>Health and Hygiene Awareness has been arranged.</li> <li>More Trees are planted and gardening extended in the College Campus and steps have been taken for Green Audit.</li> <li>Meeting with Students' Council was held.</li> <li>Extension activities arranged.</li> <li>Construction of more Classrooms is in progress</li> <li>Establishment of Science Research Centre</li> <li>Inter Disciplinary Activities are initiated.</li> <li>CBCS System Introduced</li> </ol>								
Actuente Cuentur of the year 2017-10	· 65 mmenen in /11111eAn/C=1.								
2.16 Whether the AQAR was placed in statutory by	pody Yes \( \forall \) No \( \square \)								
Management V Syndicate	Any other body								
Provide the details of the action taken As mentioned in 2.15									

#### 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	13	02		
UG	23			
PG Diploma				
Advanced Diploma				
Diploma	01	01		02
Certificate	02			01
Others				
Total	39	03		03
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	$\sqrt{\mbox{ (As per Autonomous System in 23 UG and 12 PG Subjects)}}$
Trimester	
Annual	

1.3 Feedback from stakeholders* (On all aspects)	Alumni <b>v</b>	Parents	Employers V Students V
Mode of feedback :	Online	Manual <b>v</b>	Co-operating schools (for PEI)

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

Yes.

- > 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

1.5	Any	y new	Dep	artment/	'Centre	introd	luced	during	the	year.	If	yes,	give	detai	ls
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No.			

<sup>\*</sup>Please provide an analysis of the feedback in the Annexure (Please see Annexure - II)

#### 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

	sst. essors	Assoc Profes		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	0	14	09
Presented papers	0	10	07
Resource Persons	0	-	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
  - Introduce home assignments for UG

2.7	Total No. of actual teaching days during this academic year	202
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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
- 2.10 Average percentage of attendance of students 85 %

2.11 Course/ Programme wise distribution of pass percentage :

Title of the Programme	Total no. of	or pass percent	auge .	Division		
B.A./ B.Sc. Honours and M.Sc.	students appeared	Distinction % **	Ι%	II%	III%	Pass%
B.Sc. Physics (H)	68	-	68	_	_	100
B.Sc. Chemistry (H)	67	_	58	09	_	100
B.Sc. Mathematics (H)	78	-	65	13	_	100
B.Sc. Comp. Sc. (H)	25	-	24	01	_	100
B.Sc. Botany (H)	30	-	30	-	_	100
B.Sc. Zoology (H)	40	-	35	05	_	100
B.Sc. Physiology (H)	39	-	35	04	_	100
B.Sc. Microbiology (H)	16	-	09	07	_	100
B.Sc. Electronics (H)	03	-	03	-	_	100
B.Sc. Economics (H)	03	-	03	_	_	100
B.Sc. Geography (H)	27	_	24	03	_	100
B.A. English (H)	44	-	34	09	01	100
B.A. Bengali (H)	53	-	49	04	-	100
B.A. Philosophy (H)	31	-	19	11	01	100
B.A. Political Science (H)	11	-	07	04	-	100
B.A. History (H)	49	-	25	24	_	100
B.A. Sanskrit (H)	44	_	16	26	02	100
B.A. Sociology (H)	06	_	06	-	-	100
B.A. Education (H)	35	_	35	_	_	100
B.A. Hindi (H)	01	_	01	_	_	100
B.A. Statistics (H)	04	_	04	_	_	100
B.Sc. (General)	12	_	06	06	_	100
B.A. (General)	21	_	03	18	_	100
M.Sc. Physics	23	_	22	01	_	100
M.Sc. Chemistry	24	_	24	-	_	100
M.Sc. Mathematics	22	_	21	01	-	100
M.Sc. Zoology	20	_	14	06	-	100
M.A. Sanskrit	40	_	18	22	-	100
M.A. Bengali	51	_	46	05	-	100
M.A. English	37	-	26	11	-	100
M.A. History	43	-	39	04	-	100
M.A. Political Science	03	-	02	01	_	100
M.Sc. Physiology	20	-	16	04	-	100
M.Sc. Botany	22	-	21	01	-	100
B.C.A.	08	-	08	-	-	100

<sup>\*\*</sup> 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

Faculty / Staff Development Programmes	Number of faculty benefitted
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	Special lectures in different subjects organised for the enrichment of faculty

# 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
  - Midnapore College Research Centre introduced (in Science)
  - > Midnapore College Research Centre in Arts is going to be introduced shortly. The University inspection has been done.
  - > 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	01	01	03	01
Outlay in Rs. Lakhs	16.55	9.58		-

3.3 Details regarding minor projects

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

3.4 Details on research publications

_	International	National	Others
Peer Review Journals	65	10	25
Non-Peer Review Journals			20
e-Journals	1	1	
Conference proceedings		20	-

3	5	$\mathbf{D}$	etails	on Imn	act factor	of nuh	lications:
J		$\mathbf{\nu}$	'Ctans	on mo	act ractor	OI DUD	incanons.

		1 -			
Range	0.94 to 9.5	Average	h-index 0-16	Nos. in SCOPUS	
			<u> </u>		

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

Nature of the Project	Duration	Name of the	Total grant	Received
Nature of the Project	Year	funding Agency	sanctioned	
Major projects	3 years	Council of Science & Technology - DST	9,58,000/-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	2 years	College Fund	3,00,000/-	-
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

<u> </u>							
3.7 No.	. of books published	i) With ISBN No.	4	Chapte	rs in Edited B	ooks	16
		ii) Without	ISBN	5			

3.8 No. of University Dep	partments rece	iving funds	from					
	UGC-SAP		CAS [	DS	ST-FIST		-	
	DPE			DI	BT Scher	me/funds -	-	
3.9 For colleges	Autonomy		СРЕ	√ DI	3T Star S	Scheme $$	,	
	INSPIRE		CE	Any	Other (sp	יוטט	-BOOST	
	_					RUS	A	
3.10 Revenue generated t	hrough consul	tancy	Nil					
3.11 No. of	Level	Internation	al Natio	onal	State	University	College	
conferences organized	Number		1			,		
by the Institution	Sponsoring agencies		-	iological ety of India				
3.12 No. of faculty served	l as experts cl	nairnersons (	or resourc	ce nersons	20			
3.13 No. of collaboration	-	Internationa		National 4		Any other		
3.14 No. of linkages crea	ted during this	year	3			Ĺ		
3.15 Total budget for reso	earch for curre	nt year in la						
From Funding agency	-	From M	Ianageme	ent of Universi	ty/Colleg	ge 3		
Total	28						_	
3.16 No. of patents recei	ved this year			T T		, ,		
5.10 1vo. of patents recei	ved tills year	Type of	Patent	Applied	Nu	Number		
		National		Granted				
		Internation	al	Applied Granted				
		Commercia	-1:1	Applied				
		Commercia	anseu	Granted				
3.17 No. of research award			faculty a	nd research fel	lows of tl	ne institute in	the year	
Total Internation	onal National	State   U	niversity	Dist Colle	ge			
3.18 No. of faculty from	the Institution	17		,	<u></u>			
who are Ph. D. Guides and students registered under them								
3.19 No. of Ph.D. awarde	3.19 No. of Ph.D. awarded by faculty from the Institution							
3.20 No. of Research sch	olars receiving	the Fellows	ships (Ne	wly enrolled +	existing	ones)		
JRF 1	SRF	1 P	Project Fe	llows 3	Any o	ther 6		
	_							

3.21 N	o. of s	tudents Particip	pated in NS	S events:				
					University level		State level	
					National level		International level	
3.22 N	o. of s	tudents particip	oated in NC	C events:				
					University level		State level	
					National level		International leve	1
3.23 N	o. of A	wards won in	NSS: Nil					
					University level		State level	
					National level		International level	
3.24 N	o. of A	wards won in	NCC:					
					University level		State level	
					National level	06	International level	
3.25	No.	of Extension a	ctivities org	ganized				
	Uni	versity forum		College fo	orum 01			
	NC	С		NSS	10	Any	other 08	
3.26	-	or Activities dur onsibility	ring the yea	r in the sph	ere of extension a	ctivities a	nd Institutional Soc	cial
	>			for Studen	ts and local people	e by Midn	apore College N.C	. Rana
	>	•	e experime	nts for Coll	ege and School St	udents by	Midnapore Colleg	e Centre
	>	for Scientific Programmes		vareness. T	halassemia Aware	eness. Env	vironmental Aware	ness.
	>	Blood donation						
	>	Distribution of	of learning i	naterials ar	nong the Children	of Slum	Areas	
	>	Tree Plantation						
	>	Supplying dr the hot spell of	•	er to the loc	al people from the	water pla	ant of the College of	luring
	$\triangleright$	Special Lectu	re on Gend	er Sensitiza	tion and Cancer A	wareness	<b>.</b>	

#### **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			15.2105 acre
	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 (≥ 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:

	E	xisting	New	ly added	To	otal		
	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			N	PTEL				
Others (specify)	<ul><li>DELN</li><li>approx</li><li>Magaz</li></ul>	<ul> <li>INFLIBNET-nlist for e-journal (Value Rs. 5,750/-)</li> <li>DELNET (Value Rs. 16,500/-), for World Largest e-Book Library (31 lakhs approx.) (Value Rs. 97,750/-)</li> </ul>						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	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.

Women

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	%
2909	56.52

No	%
2238	43.48

	This Year (2016 - 2017)					Т	his Yea	ar (2016 -	2017)		
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3045	608	199	1290	5	5147	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.
  - Wi-Fi Campus

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 I	> Personal counsellin > Guideline of career > Departmental Coun	g by teachers.					
	No. of students be	nefitted	500 (app	prox.)		l	
5.7 I	Details of campus plac	cement					
		On can	าบนร			Off Campi	ıs
	Number of Organizations Visited	Number o Partic	f Students	Number Students Pl		Number of Studen	
	Nil	N	il	Nil		Nil	
5.81	Details of gender sens:  Details of gender sens:  Details of gender sens:  Protecting the right	men's Day		n by Equal Op	portunit	y Centre of Midnapo	ore College
5.9 \$	Students Activities						
5	5.9.1 No. of student	s participated	d in Sports,	Games and o	other ev	ents	
	State/ Univers	ity level	14 Na	tional level	01	International le	vel
	No. of student	s participated	d in cultural	levents			
	State/ Univers	ity level	18 Nat	tional level	01	International le	vel
5	.9.2 No. of medals	/awards wor	n by studen	ts in Sports, (	Games a	and other events	
S	ports: State/ Univers	sity level	04 Na	ational level		International le	evel
C	ultural: State/ Univer	sity level	17 Na	ntional level		International lo	evel
5.10	Scholarships and F	inancial Sup <sub>l</sub>	port				
					Nun	nber of students	Amount
	Financial support fro	m institution	1			57	125000/-
	Financial support fro	m governme	ent			90	1000000/-
	Financial support fro					25	47760/-
	Number of studer National recognition		received In	nternational/		05	51760/-

5.11	Student organised / initiative	S					
Fairs	: State/ University level		National level		International level		
Exhib	ition: State/ University level	01	National level		International level		
5.12 No. of social initiatives undertaken by the students 3							
5.13 N	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	٧	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 J	Does the	University/	Autonomous	College	declares	results	within	30	day	s'a
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For UG Programmes	Yes	 No	٧	
For PG Programmes	Yes	 No	٧	

- 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 introduce 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 supporting 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.
  - Green Audit done.

#### 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
76	Americal and malarism time forms at its a final institution of	riches to add (for	a arramanla CWOT Amal

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.
- > Central Research Centre to be activated with updated instruments, apparatus.
- 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.
- To construct more classrooms to keep pace with the academic growth.
- To organise special lectures & value based lectures more and more.

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 2017-2018

Academic Calendar for 1st, 3rd & 5th (Odd) Semester (UG & PG)

DATE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
1	Prac 2 <sup>nd</sup> & 4 <sup>th</sup>	FD	FD	FD	-	SL
2	Prac 2 <sup>nd</sup> & 4 <sup>th</sup>	FD	FD	-	-	SL
3	-	FD	FD	HD	-	SL
4	Prac 2 <sup>nd</sup> & 4 <sup>th</sup>	FD	FD	-	-	SL
5	Prac 2 <sup>nd</sup> & 4 <sup>th</sup>	FD	-	FD	-	SL
6	-	HD	-	FD	-	-
7	Prac 2 <sup>nd</sup> & 4 <sup>th</sup>	-	FD	FD	-	SL
8	FD	FD	FD	FD	-	-
9	HD	FD	FD	FD	-	Th. Ex.
10	1	FD	FD	HD	-	Th. Ex.
11	FD	FD	FD	-	-	Th. Ex.
12	FD	FD	HD	-	-	Th. Ex.
13	FD	HD	-	FD**	-	-
14	FD	ı	FD	FD**	-	Th. Ex.
15	FD	-	FD	FD**	-	Th. Ex.
16	HD	FD	FD	FD**	FD	Th. Ex.
17	1	$\mathrm{FD}^{^{\#}}$	FD	FD**	FD	Th. Ex.
18	FD	$\mathrm{FD}^{^\#}$	FD	-	FD	Th. Ex.
19	FD	$\mathrm{FD}^{^{\#}}$	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,

HD:-Half Day

SL - Study Leave \*:-1st Internal Exam \*\*:-2nd Internal Exam #-1st Sem Registration

# Academic Calendar for 2<sup>nd</sup>, 4<sup>th</sup> & 6<sup>th</sup> (Even) Semester (UG & PG)

4	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
1	New years Day	Saraswati Puja	FD	HD	-	SL
2	FD	Saraswati Puja	FD	ı	FD	SL
3	FD	FD	FD	<sup>\$\$\$</sup> 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	-	Birthday of Rabindranath	Th.Ex.
10	FD	FD	FD	FD	-	Th.Ex.
11	FD	HD	HD	FD	FD	-
12	Birthday 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. <sup>##</sup>
20	FD	FD	\$\$FD*	FD	HD**	Practical Ex. <sup>##</sup>
21	HD	FD	\$\$FD*	FD	-	Practical Ex.##
22	-	FD	\$\$FD*	HD	FD	Practical Ex. <sup>##</sup>
23	Birthday of Netaji	FD	FD	-	FD	Practical Ex.##
24	FD	FD	FD	FD	$\mathrm{SL}^{\#}$	Practical Ex. <sup>##</sup>
25	FD	HD	HD	FD	SL <sup>#</sup>	-
26	Republic Day	-	-	FD	$\operatorname{SL}^{\#}$	Id-Ul-Fitre
27	FD	FD	FD	FD	SL <sup>#</sup>	Practical Ex. <sup>##</sup>
28	HD	FD	FD	FD	-	Practical Ex.##
29	-		FD	HD	SL <sup>#</sup>	Practical Ex.##
30	Foundation Day		FD	-	SL <sup>#</sup>	Practical Ex.##
31	-		FD		$\mathrm{SL}^{\#}$	
Total	21	22	26	23	17	

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

\*:- 1st Internal Exam # - Admission(1<sup>st</sup> Sem) \$\$:- 2<sup>nd</sup> Internal of 6<sup>th</sup> Sem \$\$\$:- 6<sup>th</sup> 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 2017-2018 and discussed with the Principal. It is observed that the performances of the majority of teachers are highly 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 2017-2018 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  $10^{\prime\prime}$  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 Semester Examinations and satisfactory in competitive examinations.
- ➤ Higher rate of Pass Percentage of students.
- ➤ 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 Boys' 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
- > To open job oriented course

#### > 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