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

> **PINGLA THANA MAHAVIDYALAYA**

1.2 Address Line 1

> **PINGLA THANA MAHAVIDYALAYA**

Address Line 2

> **Vill. + P.O.-Maligram,**

City/Town

> **Dist.- Paschim Medinipur,**

State

> **West Bengal**

Pin Code

> **721140**

Institution e-mail address

> **pinglacollege@gmail.com**

Contact Nos.

> **Mob.- 9609214919**

Name of the Head of the Institution:

> **Prof. Debasis Das**

Tel. No. with STD Code:

> **03222-241224**

Mobile:

> **9836519498**

Name of the IQAC Co-ordinator: **Dr. Jaydeb Bera**

Mobile: **9432864100**

IQAC e-mail address: **pinglacollege.iqac@gmail.com**

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   **WBCOGN13252**

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC(SC)/06/RAR/078   Date:May 01,2015

1.5 Website address: **http://www.pinglacollege.org**

Web-link of the AQAR: **http://www.pinglacollege/upload/notice/Annual Quality Assurance Report 2015-16.pdf**

For ex. http://www.ladykeanecollege.edu.in/AQAR2013-14.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	**B++**	81.20	**2007**	**5 Years**
2	2nd Cycle	**B**	2.82	**2015**	**5 Years**
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   **26-05-2007**

1.8 AQAR for the year *(for example 2010-11)*   **2015-2016**

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 2011-12, submitted to NAAC on 11/08/2014**   (DD/MM/YYYY)
  ii. **AQAR 2012-13, submitted to NAAC on 30/05/2014**   (DD/MM/YYYY)
 iii. **AQAR 2013-14, submitted to NAAC on 06/09/2014**   (DD/MM/YYYY)
 iv. **AQAR 2014-15, submitted to NAAC on 08/06/2017**   (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)*   **Vidyasagar University (V.U.)**

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

Autonomy by State/Central Govt. / University [--]

University with Potential for Excellence [--]   UGC-CPE [--]

DST Star Scheme [--]   UGC-CE [--]

UGC-Special Assistance Programme [--]   DST-FIST [--]

UGC-Innovative PG programmes [--]   Any other (*Specify*) [--]

UGC-COP Programmes [--]

2. IQAC Composition and Activities

2.1 No. of Teachers	6
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	0
2.7 No. of Employers/ Industrialists	0
2.8 No. of other External Experts	2
2.9 Total No. of members	13
2.10 No. of IQAC meetings held **(2015-2016)**	04

2.11 No. of meetings with various stakeholders: No. [10] Faculty [05]

Non-Teaching Staff Students [2] Alumni [2] Others [1]

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

If yes, mention the amount [   ]

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [**02**] International [-] National [**02**] State [-] Institution Level [-]

(ii) Themes [**Science and Society, Quality Management**]

2.14 Significant Activities and contributions made by IQAC

- **Organising seminar and observing Golden Jubilee Celebration**
- **Promoting research activities of faculty members.**
- **Special attention on maintaining academic standard.**

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
To observe Golden Jubilee Celebration **Meeting with different stakeholders** **To conduct seminars** **Emphasis on submission of research proposals to different bodies** **To encourage faculty members for participation in RC/OP**	**Golden Jubilee Celebration observed** **Ten meetings conducted** **Two seminars organised** **Two Minor Research Projects sanctioned by UGC** **Five faculty members participated in these programmes**

 * *Attach the Academic Calendar of the year as Annexure.*

2.16 Whether the AQAR was placed in statutory body Yes [✓] No [ ]

Management [✓] Syndicate [-] Any other body [-]

Provide the details of the action taken

[**Placed in the Governing Body for necessary advice and guidance.**]

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	**01**	**--**	**01**	--
UG	**03**	**--**	**--**	**--**
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	**04**	**--**	**01**	--

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	01
Trimester	--
Annual	03

1.3 Feedback from stakeholders* Alumni 「1」 Parents 「2」 Employers 「-」 Students 「1」
   (On all aspects)

      Mode of feedback :   Online 「-」 Manual 「✓」 Co-operating schools (for PEI) 「-」

*Please provide an analysis of the feedback in the Annexure

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

Syllabi is revised and updated from time to time by Vidyasagar University

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

-

Criterion – II
2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
49	**16**	**4**	**-**	**Librarian-1 GLI-1 Govt. Approved PTT-27**

2.2 No. of permanent faculty with Ph.D.

11

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
-	**-**	**-**	**02**	**-**	**-**	**-**	**01**	**-**	**03**

2.4 No. of Guest and Visiting faculty and Temporary faculty

8		**2**		**5**

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	**4**	**16**	**4**
Presented papers	**5**	**35**	**6**
Resource Persons	-	2	-

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

- **Introduced ICT oriented teaching learning methods.**

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

182

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

Examination reforms are formulated by the University and the institution conducts the examination as per guidelines of the University.

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

04	-	-

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 %
B.A. (Hons.)	**261**	-	**8.05**	**71.26**	-	**9.58**
B.A. (Gen.)	**147**	-	-	-	-	**87.76**
B.Sc. (Hons.)	**40**	-	**7.50**	**47.50**	-	**22.50**
B.Sc. (Gen.)	**11**	-	-	-	-	**100.00**
B.Com. (Hons.)	**4**	-	-	**75.00**	-	-
B.Com. (Gen.)	-	-	-	-	-	-

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

- **Student feedback is honoured and attended properly.**
- **Marks of University examination (Final & internal assessment) are analysed and suggested for further developments.**

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	**5**
UGC – Faculty Improvement Programme	**2**
HRD programmes	**-**
Orientation programmes	**1**
Faculty exchange programme	**-**
Staff training conducted by the university	**-**
Staff training conducted by other institutions	**-**
Summer / Winter schools, Workshops, etc.	**2**
Others	**-**

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	**4**	**4**	**NIL**	**14**
Technical Staff	**19**	**5**	**NIL**	**20**

Criterion – III

3. Research, Consultancy and Extension

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

- **Promoting Research activities through Minor and Major Research Projects**
- **Promoting Faculty members under FDP scheme**
- **Motivating teachers for publication in reputed Journals**
- **Motivating teachers for presenting papers in national and international seminars**

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	**-**	**-**	**-**	**-**
Outlay in Rs. Lakhs	**-**	**-**	**-**	**-**

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	**-**	**05**	**-**	**-**
Outlay in Rs. Lakhs	**-**	**10,32,000.00**	**-**	**-**

3.4   Details on research publications

	International	National	Others
Peer Review Journals	**02**	**03**	**-**
Non-Peer Review Journals	**02**	**03**	**-**
e-Journals	**01**	**01**	**-**
Conference proceedings	**-**	**06**	**03**

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	**-**	**-**	**-**	**-**
Minor Projects	**2015-17**	**UGC**	**10,32,000/-**	**7,34,500/-**
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	**-**	**-**	**10,32,000/-**	**7,34,500/-**

3.7 No. of books published   i) With ISBN No.   **09**   Chapters in Edited Books   **16**

ii) Without ISBN No.   -

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   **Nil**

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	**2**	-	-	-
Sponsoring agencies	-	**College**	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons   **03**

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   **UGC – 6.24 Lac**   From Management of University/College   **NIL**

Total   **6.24 Lac**

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

$\boxed{01}$

$\boxed{02}$

3.19 No. of Ph.D. awarded by faculty from the Institution $\boxed{-}$

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

JRF $\boxed{-}$ SRF $\boxed{-}$ Project Fellows $\boxed{-}$ Any other $\boxed{-}$

3.21 No. of students Participated in NSS events:

University level $\boxed{03}$ State level $\boxed{-}$

National level $\boxed{-}$ International level $\boxed{-}$

3.22 No. of students participated in NCC events:

University level $\boxed{04}$ State level $\boxed{01}$

National level $\boxed{01}$ International level $\boxed{-}$

3.23 No. of Awards won in NSS:

University level $\boxed{-}$ State level $\boxed{-}$

National level $\boxed{-}$ International level $\boxed{-}$

3.24 No. of Awards won in NCC:

University level $\boxed{-}$ State level $\boxed{-}$

National level $\boxed{1}$ International level $\boxed{-}$

3.25 No. of Extension activities organized

University forum | - | College forum | 02 |

NCC | 01 | NSS | 04 | Any other | - |

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

- **Observed Golden Jubilee Celebration of the college.**

- **Blood Donation Camp organised with the help of N. S. S. and Students Union.**

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	**9.5 Arc.**	**-**	**-**	**9.5**
Class rooms	**25**	-	-	**25**
Laboratories	**8**	-	-	**8**
Seminar Halls	**01**	-	-	**01**
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	**11.11 Lac**	**College UGC**	**11.11 Lac**
Others	-	-	-	-

4.2 Computerization of administration and library

- **Computerization of office work is nearly completed**
- **Library is upgraded with computerization**

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16796	19,51,861.47	2232	4,48,041.92	19028	23,99,903.39
Reference Books	10584	7,70,608.10	558	1,12,010.48	11142	8,82,618.58
e-Books	-	-	-	-	-	-
Journals	1240	62,092.00	195	17,174.00	1435	79,266.00
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	43	1,05,776.00	43	1,05,776.00
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	41	2	11	1	--	--	--	--
Added	02	--	--	--	--	--	--	--
Total	43	2	11	1	--	--	--	--

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

- **Introduced Tally and ERP-9 for B. Com students**
- **Computer Training to students**

4.6 Amount spent on maintenance in lakhs :

i) ICT   **4,16,590.00**

ii) Campus Infrastructure and facilities   **17,86,981.00**

iii) Equipments   **8,17,170.00**

iv) Others   **4,50,988.00**

Total :   **34,71,729.00**

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- **Motivating social services through N. S. S. Units.**
- **Cultural programmes for promoting values of students.**
- **National Integration Programme on social harmony.**
- **Information for career counselling and guidance.**

5.2 Efforts made by the institution for tracking the progression

- **Organised departmental meeting regularly.**
- **Monitoring N.S.S., N.C.C. and career guidance cell.**

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2455	**70**	-	-

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men

No	%
-	-

Women

No	%
-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1965	**291**	**201**	**115**	**5**	**2577**	**1985**	**246**	**129**	**163**	**2**	**2525**

Demand ratio **88%**   Dropout **7%**

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

- **Special coaching and training for socially backward students .**
- **Coaching classes for entry in services for SC, ST, OBC students**

No. of students beneficiaries

136

5.5 No. of students qualified in these examinations

NET | NIL | SET/SLET | - | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | - | UPSC | - | Others | 10 |

5.6 Details of student counselling and career guidance

> **This is done by the teachers in all departments. Some sort of programmes like personality development, group discussion are organised by the teachers.**

No. of students benefitted | **142** |

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
--	--	--	--

5.8 Details of gender sensitization programmes

> - **Different programmes organised regarding Gender sensitization.**

5.9 Students Activities

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

State/ University level | **04** | National level | - | International level | - |

No. of students participated in cultural events

State/ University level | **02** | 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	**From tuition fees fund**	**489**	**10/- to 40/-**
Financial support from government	**Chief Minister's Fund**	**219**	**8000/-p.a.**
	Beedi Sramik	**59**	**3500/-p.a.**
	Bikash Bhaban	**128**	**10000/-p.a.**
	Minority	**66**	**5000/-p.a.**
	Kanyasree	**344**	**25000/-p.a.**
Financial support from other sources	**S. Jindal Foundation**	**54**	**3000/-p.a.**
	Priyamvada Birla	**25**	**4000/-p.a.**
	Ramkrishna Mission	**123**	**2000/-p.a.**
	Sarada Kalyan	**4**	**2000/-p.a.**
Number of students who received International/ National recognitions	-		-

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   [01]

5.13 Major grievances of students (if any) redressed: **No**
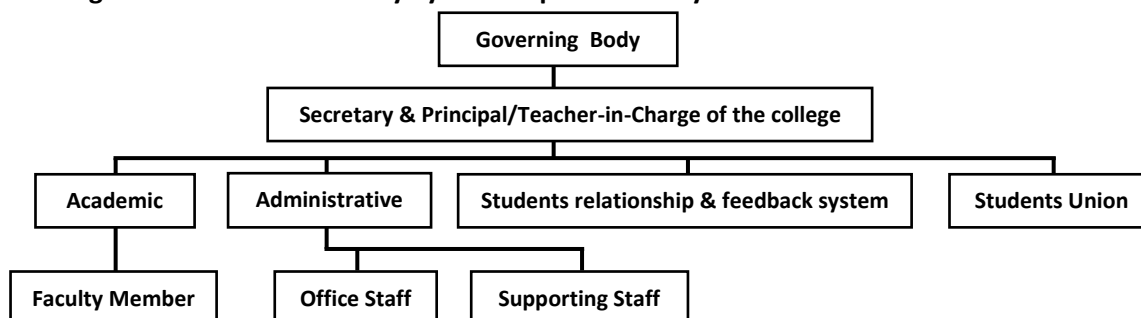
Criterion – VI
6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> • **The institution wants to make it a centre of learning and wisdom, to generate the lessons of discipline and harmony, to motivate the students with the sense of social commitment and human**

6.2 Does the Institution has a management Information System

The College has common Hierarchy System as prescribed by the state Government

```
                        Governing Body
                              |
         Secretary & Principal/Teacher-in-Charge of the college
                              |
     ┌────────────┬───────────────────────────┬──────────────────┐
  Academic    Administrative   Students relationship &      Students Union
     |             |            feedback system
Faculty Member  ┌──────────┐
             Office Staff  Supporting Staff
```

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

6.3.1 Curriculum Development

> **The faculty members send their proposals and finally University frames the curricula. The faculty members implement the directives and take part in academic meetings held in University.**

6.3.2 Teaching and Learning

> - **Lecture method in arts subjects**
> - **Audio visual methods in science and commerce subjects**
> - **Case-study method is also followed in commerce**

6.3.3 Examination and Evaluation

> **Five Internal Assessment examination for honours courses and two Internal Assessment examination for general courses are conducted by the college under the guidance of the university. Faculty members evaluate answer scripts of final examinations and Internal Assessment tests.**

6.3.4 Research and Development

> - **Six teachers engaged in research works of which two teachers engaged in research works under FDP scheme**
> - **One teacher completed Major research project last year.**
> - **Five teachers engaged in Minor research projects**

6.3.5 Library, ICT and physical infrastructure / instrumentation

> **Process of computerization is followed in the library, Internet facility has been provided to the students and teachers.**

6.3.6 Human Resource Management

> **The Governing Body encourages teachers and students for the development of academic flavour. Research under FDP scheme, Minor and Major projects are encouraged. Scholarship given to meritorious students, concession given to under privileged and meritorious students. The college encourages the faculty members and staff to gain managerial skill.**

6.3.7 Faculty and Staff recruitment

> **NIL**

6.3.8 Industry Interaction / Collaboration

> **NIL**

6.3.9   Admission of Students

> **Merit list is prepared by the college and for this Admission committee prepares norms under the guidance of University and maintaining the Govt. rules of reservations.**

6.4 Welfare schemes for

Teaching	**Employees Co-operative credit society**
Non teaching	**Employees Co-operative credit society**
Students	**Free scholarship for poor, minority and meritorious students.** **Insurance facility is given to the students**

6.5 Total corpus fund generated   **Nil**

6.6 Whether annual financial audit has been done   Yes ✓ No -   (under process)

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	**Yes**	**V.U.**	No	-
Administrative	**No**	**V.U.**	No	-

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?

> **University frames the Internal Assessment Tests which are conducted by the college for Honours and General students.**

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

> **NA**

6.11 Activities and support from the Alumni Association

> **Students getting highest marks in Final examination of University of our college (BA/B.Sc./B.Com.) are honoured by the Alumni Association.**

6.12 Activities and support from the Parent – Teacher Association

> **We have organised parent teachers meeting twice a year**

6.13 Development programmes for support staff

> - **Every Teaching and Non-teaching staff are covered by Group Insurance**
> - **Loans are provided to staff from Employees Co-operative Credit Society**
> - **Salary is paid as advance on need-based cases**
> - **Provided computer training to support staff**

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

> **Trees and flower garden are maintained by NSS Units to make the campus eco-friendly.**

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.

> - **Encouragement for teachers to do research work under FDP**
> - **To organise National Seminars**
> - **Computerisation of office work**
> - **Tuition fees waived for students scoring above 60% marks in Universities Examination**
> - **Xerox facility for students of SC, ST, OBC and minority categories at free of cost**
> - **Financial support to students of BPL category**

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

> **The IQAC of the college laid much importance for obtaining the goals and objectives of the institution. It has decided to submit prayer for affiliation for PG course in Commerce. Also decided to introduce a system of interaction with the parents on issues related to students and continue the system of assessment of teachers by the students. The decision of decorating the seminar hall, guest house and guard wall around the pond has taken. Golden Jubilee Celebration observed by the college.**

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

- **Tuition fees waived for students scoring above 60% marks.**
- **Encouragement for holding national seminars and research work under FDP scheme, Major and Minor research projects.**

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

7.4 Contribution to environmental awareness / protection

- **World Environment Day is observed by the NSS Units.**
- **Environmental awareness programmes are organised by the NSS Units.**

7.5 Whether environmental audit was conducted?   Yes [-]   No [✓]

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

- **Strengths: Atmosphere of harmony and work culture.**
- **Weakness: Vacant posts in teaching and administrative section.**
- **Opportunities: Scope for all round development for first generation students with basic human values.**
- **Threats: Limitations of job opportunities.**

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

- **Organising more UGC sponsored national level seminars**
- **Opening PG course in Commerce**
- **Efforts towards the fillup of vacant teaching posts**
- **Renovation of Play ground, ladies toilet and purchase of more new equipments for conversion of class rooms into ICT based class room**

Name : **DR. JAYDEB BERA**

Signature of the Coordinator, IQAC

Name : **DEBASIS DAS**

Signature of the Chairperson, IQAC

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