

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

AQAR for the year (for example 2013-14)

2011-12

I. Details of the Institution

1.1 Name of the Institution

PANIHATI MAHAVIDYALAYA

1.2 Address Line 1

Sodepur, Barasat Road

Address Line 2

Kolkata – 700 110

City/Town

Kolkata

State

West Bengal

Pin Code

700 110

Institution e-mail address

panihatimahavidyalaya1976@gmail.com

Contact Nos.

(033) 2565-3778/2595-4038

Name of the Head of the Institution:

Dr. Mukti Ganguly

Tel. No. with STD Code:

033 2565-3778

Mobile:

+919830430336

Name of the IQAC Co-ordinator:

Dr. Anirban Ghosh

Mobile:

+919830547592

IQAC e-mail address:

pmviqac@gmail.com

1.3 NAAC Track ID (For ex. MHCogn 18879)

06154

OR

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/46/A&A/004 dated 16.09.2008

1.5 Website address:

www.pmv.ac.in

Web-link of the AQAR:

<http://www.pmv.ac.in/pdf/AQAR/2011-12.pdf>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.11	2008	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

27.07.2013

1.8 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_2011-12 submitted to NAAC on (14.07.2016)
- ii. AQAR_2012-13 submitted to NAAC on (14.07.2016)
- iii. AQAR_2013-14 submitted to NAAC on (14.07.2016)
- iv. AQAR_2014-15 submitted to NAAC on (14.07.2016)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UG 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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

West Bengal State University,
Barasat

1.12 Special status conferred by Central/ State Government—

UGC/CSIR/DST/DBT/ICMR etc	NA		
Autonomy by State/Central Govt. / University	NA		
University with Potential for Excellence	NA	UGC-CPE	NA
DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG programmes	NA	Any other (<i>Specify</i>)	NA
UGC-COP Programmes	NA		

2. IQAC Composition and Activities : Academic Sub-committee was taken initiatives in place of IQAC.

2.1 No. of Teachers	
2.2 No. of Administrative/Technical staff	
2.3 No. of students	
2.4 No. of Management representatives	
2.5 No. of Alumni	
2.6 No. of any other stakeholder and community representatives	
2.7 No. of Employers/ Industrialists	—
2.8 No. of other External Experts	—
2.9 Total No. of members	
2.10 No. of IQAC meetings held	

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

Non-Teaching Staff Students Alumni Others

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. International National State Institution Level

(ii) Themes	i) Impairment of Assets	Commerce
	ii) Mathematical Analysis and its application	Mathematics
	iii) Transformation of Europe	History
	iv) Electoral mal practices in recent India	Pol. Sc.
	v) Guidance and Counselling in Education	Education
	vi) Plant, Pathology in Application	Botany
	vii) Press Laws in Journalism	Journalism
	viii) Genetic Algorithm and Its Application	Comp. Sc.
	ix) Role of essential trace metal in human life	Chemistry

2.14 Significant Activities and contributions made by IQAC (Academic Sub-committee)

- i) Initiative taken to organize collaborative programmes with different institutes.
- ii) Organization of invited lectures by different departments.
- iii) Organization of invited lectures by eminent resource persons.
- iv) Motivate teachers to apply to UGC for MRP and some teachers have already received the grants.
- v) Academic sub-committee are guided by to prepare uniform distribution of syllabus among faculty members.
- vi) Initiative for UGC-sponsored and institute sponsored seminars.
- vii) Regular academic aspect and regular activities of the college have been monitored to formulate plan relating future academic growth and sustenance of quality after feedback analysis.
- viii) It was proposed to construct smart class room for providing innovative teaching facilities.

- ix) Students are internally evaluated by unit test, class test, remedial teaching and they are trained by entry into service for future prospect in service.
- x) To encourage every department to conduct parent-teacher meeting on regular basis to analysis the students feedback.
- xi) Students are organised to survey door to door regarding environmental perception.
- xii) Educational excursion was conducted to study physical, cultural and socio-economic environment of different areas.
- xiii) Studying of local and migratory avifauna.

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 *

<i>Plan of Action</i>	<i>Achievements</i>
1. Formative and summative evaluation.	Progress of students is determined through class test, mid-term test and selection test.
2. Assisting academic sub-committees in various forms.	Routine is prepared distributing appropriate number of classes.
3. To initiate to present lectures through power point presentation.	Started and maintained.
4. To provide photocopy facility for students.	Arranged.
5. Regular monitoring of classes and students performances.	Practiced as regular practice.
6. Enhancement of infrastructural facilities for regular classroom teaching.	Done.

* 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

The AQAR has been approved by the IQAC/Academic Subcommittee and recommended by the Governing Body for onward submission.

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				
UG	18			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	18			

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	Yes, 18

1.3 Feedback from stakeholders Alumni Parents Employers Students

(On all aspects)

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

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

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
17	06	11	---	

2.2 No. of permanent faculty with Ph.D.

5

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
-	11	-	-	-	-	-	-	-	11

2.4 No. of Guest and Visiting faculty and Temporary faculty

Cont.-17

PTTS-11

Guest - 13

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	13	18	02
Presented papers		09	
Resource Persons			

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

- i) Introduction of more ICT based teaching.
- ii) Wall magazine by every department published.
- iii) To analyse the syllabus pedagogically and lesson plan to prepare.
- iv) Organization of field trip.
- v) To systematize the activities of the college academic calendar are provided to the teachers.
- vi) Teachers are motivated to follow up ICT based method of teaching.
- vii) Eminent persons from renowned educational institutions are invited for presenting special lectures on some important social-economic topic.
- viii) Institution takes initiative to provide audio-visual aids like LCD Projectors, Laptops etc. to improve teaching learning process.
- ix) It is our usual practice to evaluate the performance of the students on the basis MCQ type of question papers.

- x) To improve the performance of the average students by taking class test, mid-term tests, surprise test etc.
- xi) Parent-teacher meetings are conveyed to discuss about the performance of the students in the internal and external examination.
- xii) Our faculties constitute academic group and conveyed lectures on different topics as an in house practice.

2.7 Total No. of actual teaching days during this academic year 162*

(*due to assembly election)

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) No.

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

N	I	L
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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.	351		0.28	28.2	51.01	79.59
B.Sc.	91		–	37.36	36.27	73.67
B.Com.	49		–	20.41	40.81	61.22

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

- i) Annual Departmental Report and take measures for betterment.
- ii) IQAC Co-ordinates examination committee, academic committee and discussed about examination and evaluation process regularly.
- iii) Unit test, mid-term test, class test, formative and summative evaluation.
- iv) IQAC team of knowledge provides necessary guidance and information to the teachers to improve teaching skill i.e. preparation of notes, supply of resource materials to create interest among students about computer application.

- v) Initiatives are taken for introducing innovative method of teaching like LCD Projector etc.
- vi) The outcome of various proposals is recorded for improving the system of quality of education.
- vii) Steps are taken for implementation of proposals arising from different discussion among different development committee.
- viii) IQAC Co-ordinate with the attendance cell to records the attendance of the students.
- ix) IQAC conduct meeting with different committees for improvement of teaching-learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	–
HRD programmes	–
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	NA
Staff training conducted by other institutions	NA
Summer / Winter schools, Workshops, etc.	–
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	11+6=17	02	---	
Technical Staff	01 (Electrician cum caretaker)			
Library Staff	01	01		02

Criterion – III

3. Research, Consultancy and Extension

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

Academic Committee inspired the teachers to do research work, to do Ph.D. and to apply for getting MRP Project.

i)	IQAC motivates teachers to undertake research work funding by UGC and other agencies.
ii)	IQAC encourages teachers to participate and present papers in different seminars and conferences.
iii)	IQAC requests the college authority to sanction necessary leave for attending and presenting their papers.
iv)	Computers have been provided in the laboratory for research work.
v)	Infrastructural supports such as library and laboratory facilities are provided.
vi)	The teachers undertaking course work on research works are helped adjusting their class load.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number			1	–
Outlay in Rs. Lakhs			23,00,000/- Dr. Anirban Ghosh, Dept. Zoology	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	–	–	–
Outlay in Rs. Lakhs	1.86, Dr. Anirban Ghosh, Dept. Zoology	–	–	–

3.4 Details on research publications

	International	National	Others
Peer Review Journals	Mathematics - 2	Computer Science – 1	
Non-Peer Review Journals		Commerce - 1	Mathematics – 1 Economics – 1 Bengali – 1 English - 1
e-Journals			
Conference proceedings			

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 organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3 yrs.	DST-SERB, GOI	23,00,000/-, Dr. Anirban Ghosh, Dept. Zoology	16,50,000/-
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	–	–	–	–
Students research projects (<i>other than compulsory by the University</i>)	–	–	–	–
Any other(Specify)	–	–	–	–
Total	3 years	DST-SERB, GOI	23,00,000/- Dr. Anirabn Ghosh, Dept. of Zoology	16,50,000/-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from N.A

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					09
Sponsoring agencies					09

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 Linkage – 1 (*Dr. Anirban Ghosh, Dept. of Zoology*)

3.15 Total budget for research for current year in lakhs : College has no budget for research.

From Funding agency From Management of University/College

Total

*SERB-YS (DST) to Dr. Anirban Ghosh, Dept. of Zoology for Major Research Project for 3 yrs.

3.16 No. of patents received this year – Nil

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

Project Asst. in DST-SERB-YS under
Dr. Anirban Ghosh, Dept. of Zoology

3.21 No. of students Participated in NSS events: Nil

University level State level
National level International level

3.22 No. of students participated in NCC events: Nil

University level State level
National level 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: Nil

University level State level
National level International level

3.25 No. of Extension activities organized Nil

University forum College forum
NCC NSS Any other

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

- i) Blood Donation Camp organised by College Students' Union.
- ii) Health Camp organised by the college by taking its own initiative.
- iii) Organisation of Bhasa Divas.
- iv) Celebration of Netaji Birthday, Republic Day and Independence Day.
- v) Organisation of Annual Sports by the College Students' Union.
- vi) Celebration of College Foundation Day.

- vii) Celebration of University Foundation Day (WBSU).
- viii) Freshers' and welcome programme celebrated by the College Students' Union.
- ix) Annual Social function organised by the College Students' Union.
- x) Celebration of Saraswati Puja & Viswakarma Puja by the college.
- xi) Celebration of Vivekananda's Birthday and Gandhi's Birthday.
- xii) Aids Awareness Programme organised by the college.
- xiii) Plantation of medicinal plants.

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	3044 sq. mt.			
Class rooms	21			21
Laboratories	14			14
Seminar Halls		1	MP/MLA Fund & College	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		2	UGC	2
Value of the equipment purchased during the year (Rs. in Lakhs)		9,10,828/-	UGC- 8,94,000/- College – 16,828/-	9,10,828/-
Others				

4.2 Computerization of administration and library

- i) Office has been fully computerized.
- ii) Library is partially computerized.
- iii) Accounts section has been adequately computerized.

- iv) Finance and Accounts activities are fully computerized and digitally maintained.
- v) Cash section has been fully computerized.
- vi) Installation of student's admission and fees management software.
- vii) Scanner, printer, photocopy machines were purchased for office use.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books & Reference Books	13,132	–	–	–	13,132	–
e-Books						
Journals	530		35		565	
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Comp. Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	21	9				4	1	7
Added	19	2				1	15	1
Total	40	11				5	16	8

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

- i) All laboratory based departments are equipped with computer facilities.
- ii) As per curriculum students are provided computer facilities.
- iii) Most of the teachers are computer literate.
- iv) Proposal for smart class room are placed before the meeting of Governing Body.
- v) Computerised accounting systems are there.
- vi) Resource room is allotted with computer and internet facilities for all students and faculties.

4.6 Amount spent on maintenance in lakhs :

i) ICT	60,934
ii) Campus Infrastructure and facilities	1,29,630
iii) Equipments	2,11,031
iv) Others	27,676
Total :	4,29,271

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- i) Slow learners and advanced learner students are suitably identified and initiatives are taken to cater to their various needs by arranging tutorial and remedial classes.
- ii) The college has a well constitute Sexual Harrasment Gender Sensitization Cell which takes care of day to day students support relating to this issue as and when need arise.
- iii) The college has a well constitute Grievance Redressal Cell which redresses the complaints raised by the students at the earliest.
- iv) Complaint boxes are installed in the college campus.
- v) Students are issued prospectus at the time of admission in 1st year classes where the details of students support services are clearly mentioned.
- vi) At the beginning of each session a welcome programme is organised for the new comers where the Principal and few senior teachers of the college convey about the details of students support services available in the college for them.
- vii) Students welfare committees provided student free ship and other financial assistance from the students aid fund of the college. The college display the notice on the notice board of the college and also uploaded in the college website for this purpose.
- viii) Academic calendar is issued to each students at the beginning of each session.

5.2 Efforts made by the institution for tracking the progression

- i) Continuous evaluation of students is done through class test, mid-term test and test exam.
- ii) Continuous assessments are made for the laboratory based subjects.
- iii) Parent-teacher meetings are regularly held by each department to inform about the progress and attendance of their wards.
- iv) Departments are try to keep track of the students progress through personal contract.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1890			

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

	No	%		No	%
Men	997	52.75	Women	893	47.25

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1500	129	20	9	–	1568	1688	169	14	21		1890

Demand ratio : 2.02:1

Dropout % 20%

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

- i) Assistance provided through library,
- ii) Journals for access to such examination.

No. of students beneficiaries

60

5.5 No. of students qualified in these examinations : No record has been maintained

NET		SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

- i) A Career Counselling and Career guidance cell is constituted and functioning effectively.
- ii) Entry-in-service and career counselling programmes are in force.
- iii) Programme for remedial coaching for students belonging to minority category like SC, ST were held.
- iv) The library is well equipped with different kinds of journals, magazines and news letter on career guidance like Karmakhatra, Employment News, Yozana-Bengali, Competition Success etc.
- v) The convenor of the career counselling and guidance cell has take initiative to co-ordinate the interaction of the students with the professional counsellors who interact with them from time to time.

No. of students benefitted

188

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

Being an undergraduate and non-professional college, scope of campus placement is limited in spite of reasonable initiative has taken from placement cell.

Regarding off campus placement we have not much scope for collection of information because the outgoing students are not intimated us properly.

5.8 Details of gender sensitization programmes

- i) Through Grievance Redressal Cell, Women Empowerment Cell
- ii) The cell has conducted regular awareness programmes through postering in various important places of the college i.e. canteen, library, corridor.
- iii) Nearly 45% of our students are girl.
- iv) There is a well constitute Sexual Harassment Cell, which regularly meets the students to sensitize them. The cell also keeps strict vigil on the security of the girls students.
- v) Conducting General Audit.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events : Nil

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	Beneficiaries get direct financial assistance from Govt. and record not maintained in the college.	
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives Nil

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

- i) Blood donation camp held on 1st May, 2011 with sixty (60) donors.
- ii) Tree plantation inside the campus and also in the locality on 14th November, 2011.
- iii) Bhasa Divas was celebrated on 21st February, 2012 (International Mother Language Day)

5.13 Major grievances of students (if any) redressed:

- i) Lack of sufficient sports materials of the college Students' Union has been redressed by procuring some more sports materials.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision :

- Expanding the horizon to offer options and opportunities to local community for higher education.

Mission :

- Enhance courses and build up infrastructures.
- Promoting departments to take initiatives.
- Provide facilities for faculty improvement and involvement.
- Utilizing UGC funded development in participatory method.
- Encourage students in curriculum and extra-curricular activities.

6.2 Does the Institution has a management Information System

- i) All financial data are kept in computer data base.
- ii) Accounting systems are maintained through software.
- iii) College website has developed.
- iv) Cash section has been computerised.
- v) Official works are done with computers.

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

6.3.1 Curriculum Development

Members of BOS of different UG departments are involved in curriculum development in the University.

Moreover, they also participate in syllabus review meeting conducted by the University time to time and express their views and suggestions.

6.3.2 Teaching and Learning

Device	Methods/ Strategies	Evaluation Tool/Technique s	Spl. Attention	Faculty Enrichment Prog.	Extension Lecture
Usual class room teaching aid viz. blackboard, white board,	Question/answer method, discussion with interaction, PPT method,	Class test, Mid- term examination, test examination,	Remedial teaching for minority students &	Orientation/ Refresher/ Summer/ Winter School,	Extension lecture, special talk, popular lectures are

chalk, Marker pens, Dusters History and Geography departments use maps for class room teaching.	Discovery method, Project method, Induction method, Analytic-synthetic method.	project report assessment	spl. Classes for backward students	Workshop, Faculty exchange programme. Teachers are inspired providing on duty leave to participate	organized by the departments
Resource materials from internets specimens, samples & models are used for lab departments.					
Overhead projectors are used in Geo & Zoology Depts.					
Computer with internet facility in some lab. Departments.					
Computer Lab equipped with C+, C++, SQL, VB and various other software.					
GPS-etrex VIST, Rolta Geometica etc. & other devices are used by the Geography Dept.					
Dept. of Zoology & Botany has museum with different specimens from different taxa Department also uses different microscopes, colorimetric and other tools for practical teaching. Zoology has GPS, Range finder, Camera & other for field practicals.					

6.3.3 Examination and Evaluation

- i) For summative evaluation, examinations are conducted by WBSU following University norms.
- ii) For internal evaluation, mid-term evaluation is conducted by the college.
- iii) Test examination conducted by college.

6.3.4 Research and Development

- i) 8 teachers are with Ph.D.
- ii) Faculty members are actively engaged in participating in National & International Seminars.
- iii) Books have been published by leading publishing houses.
- iv) Faculty members doing their research work to publish papers in reputed journals.
- v) One faculty member is doing research under MRP in Dept. of Zoology.
- vi) Two proposals of Major Project have been submitted in the Dept. of Zoology and one Major Project has been sanctioned under Dr. Anirban Ghosh, Dept. of Zoology.
- vii) One faculty member is pursuing Ph.D. work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- i) Various ICT tools like photocopier, scanner, printer etc. have been used by office.
- ii) Accounts section are computerised and connected with LAN and office is partially computerised.
- iii) Upgradation of laboratory instrumentation facilities continued.
- iv) Resource centre is equipped with internet facilities and LAN.
- v) Xerox facilities are available for office and library.

6.3.6 Human Resource Management

- i) For the upliftment and better management of human resources and maintain socio-cultural environment with education different committees like Students Welfare Committee, Fact finding Committee, Grievance Cells etc. has developed.
- ii) Different committees have been developed by Students' Union like Cultural Committees, Games & Sports Committee, Magazine Committee etc.
- iii) The staff of the institution are trained to uplift their efficiency through different workshops and training programme as per requirements.
- iv) Fulltime staff recruitment is governed by State Govt. policies, but to enhance the faculty strength, college recruits staff on temporary basis and guest lecturer for developmental program.
- v) Teaching staff are supported with leaves and other facilities for higher studies and developed.

6.3.7 Faculty and Staff recruitment

- i) Requisition for the recruitment of non-teaching staff has been submitted to higher education department of state.
- ii) To create teaching posts application are submitted to Higher Education Department.
- iii) Insufficient staff and faculty in the college.
- iv) College directly appoints faculty members on Temporary basis as per guide line of Higher Education Dept., Govt. of West Bengal.

6.3.8 Industry Interaction / Collaboration

At present, we have no such collaboration. But students of our college visit in the industry as per the need of their project work.

6.3.9 Admission of Students

- i) Admission procedure is fully computerised.
- ii) Offline admission strictly on merit basis following Govt. Rules.

6.4 Welfare schemes for

Teaching	Nil
Non teaching	Nil
Students	Students aid fund to provide student concession to the economically backward students. Membership at students health home

6.5 Total corpus fund generated

Nil

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	State Govt.	Yes	TC
Administrative	Yes	DPI	Yes	Bursar

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?

NA

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

- i) Alumni meeting are held on regular basis.
- ii) The member of the alumni provides constructive suggestions for the overall development of the college.
- iii) All departments are in touch with the alumni.

6.12 Activities and support from the Parent – Teacher Association

- i) Parent-teacher meeting is our regular feature.
- ii) Parent-teacher interaction is done on continuous basis to collect feedback about the performance of the students.
- iii) The college meets the parents as and when required.

6.13 Development programmes for support staff

- i) Software training has been provided to the supporting staff.
- ii) The college regularly update its software as and when required. The supporting staff has motivated and trained with these software for the better human resource development.

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

- i) Smoking is strictly prohibited in the college campus.
- ii) E-waste disposal is done through an agency.
- iii) Initiatives are taken to maintain the garden all over the year.
- iv) Initiatives are taken to make the campus eco-friendly.
- v) Initiatives are taken to make the college campus plastic-free and noise-free zone.
- vi) Regular derive for cleaning the college campus is done on regular basis.

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.

- i) Performance of non-teaching staff are appreciated with due honour. Students can lodged their complaints freely in the complain box.
- ii) Students are provided prospectus every year given information on college activities and campus facilities.
- iii) Remedial classes are offered to the under privilege classes like SC, ST etc.

- iv) Financial management software is available.
- v) Blood donation camp, health camp are organised.
- vi) TC aided donation to poor students at the time of admission and form fill up.
- vii) Physical trainer trained students of our students in Gym with proper instruments.
- viii) To explore career opportunities entry into service classes are arranged with UGC Fund.
- ix) Students are motivated to take part in internal and external sports and games.
- x) Students' Union is encouraged to celebrate different festivals, annual sports, basanta utsav etc.
- xi) The faculty arranged guardian meetings for inter-action about students academic and non-academic activities.
- xii) Celebration of birthday of visionaries.

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

- i) Organisation of seminars, counselling programmes with different companies and peer group for successful placement of students.
- ii) To make the teachers aware of using ICT facilities in teaching-learning process and different equipments regarding educational teaching has been purchased.
- iii) The college takes initiative to set up a smart class room.
- iv) The college has also taken initiative to set up a lift in the science building.

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

- i) Blood Donation Camps have been organised by the college in collaboration of college Students' Union & NGO.
- ii) Financial audit of the college has been done regularly.
- iii) Accounts of the college are audited on regular basis.

7.4 Contribution to environmental awareness / protection

- i) To keep campus plastic & smoke free.
- ii) Cleanness program has been taken in and around campus.

7.5 Whether environmental audit was conducted? Yes No

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

Strength :

- i) A group of eminent and dedicated teachers.
- ii) The college is well connected by railway and road network.
- iii) Visionary leadership of the college Governing Body.
- iv) A plastic free, dust free clean campus.
- v) A well disciplined group of students
- vi) Students get medical benefits from Students' Health Home.
- vii) Teaching-learning environment is conducive.

Weakness :

- i) Lack of sufficient number of full time teacher against substantive post.
- ii) Lack of sufficient number of ICT based class room.
- iii) Space constraint is one of the most important weaknesses of our institution.
- iv) Intake of poor quality of students.
- v) Lack of sufficient number of books in the College Central Library.
- vi) Students politics hampered the teaching-learning environment.

Opportunity :


- i) To open PG Courses in few subjects.
- ii) To introduce courses for preparation for Competitive Examination.
- iii) Academic performance of the students has to be improved.
- iv) The college receiving grant for buying teaching aids.

Threat :

- i) The quality of the student degraded.
- ii) Embargo on recruitment of PTTS & CWTTS.
- iii) Insufficient time devoted by the students in college central library during the college hour.
- iv) Limited resources and opportunities available to the teacher for promotion of research work.
- v) Financial constraint for purchasing teaching aids.

8. Plans of institution for next year


- Students are supplied question booklet at free of cost department wise.
- More ICT based interactive teaching and information knowledge sharing through library and internet.


14/7/16

(Dr. Anirban Ghosh)

**Coordinator
IQAC
Panihati Mahavidyalaya
Sodepur, Kol-110**

Signature of the Coordinator, IQAC


11.07.2016

(Dr. Mukti Ganguly)

**Principal
Panihati Mahavidyalaya
Sodepur, Kol-110**

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure – II

College Academic Calendar 2011-2012

<i>SL.NO.</i>	<i>DATE</i>	<i>NAME OF DAYS</i>	<i>NAME OF HOLIDAYS</i>	<i>NUMBER OF DAYS</i>
01.	15.08.2011	MONDAY	INDEPENDENCE DAY	01
02.	22.08.2011	MONDAY	JANMASTAMI	01
03.	31.08.2011	WEDNESDAY	ID-UL-FITER	01
04.	27.09.2011	TUESDAY	MAHALAYA	01
05.	02.10.2011	SUNDAY	MAHATM,A GANDHI'S BIRTHDAY	01
06.	02.10.2011 TO 29.10.2011		PUJA VACATION	28
07	07.11.2011	MONDAY	ID-UZ-ZUHA	01
08.	10.11.2011	THURSDAY	GURU NANAK'S BIRTHDAY	01
09.	06.12.2012	TUESDAY	MUHARAM	01
10.	25.12.2011 TO 01.01.2012		WINTER RECESS	08
11.	12.01.2012	TUESDAY	SWAMI VIVEKANANDA'S BIRTHDAY	01
12.	23.01.2012	MONDAY	NETAJI 'S BIRTHDAY	01
13.	26.01.2012	THURSDAY	REPUBLIC DAY	01
14.	28.01.2012	SATURDAY	SARASWATI PUJA	01
15.	03.02.2012	FRIDAY	COLLEGE FOUNDATION DAY	01
16.	05.02.2012	SUNDAY	FATHA DOAZ DAHAM	01
17.	25.02.2012	SATURDAY	UNIVERSITY FOUNDATION DAY	01
18.	07.03.2012	THURSDAY	DOL JATRA	01
19.	08.03.2012	FRIDAY	HOLI	01
20.	06.04.2012	FRIDAY	GOOD FRIDAY	01

21.	07.04.2012	SATURDAY	EASTER SATURDAY	01
22.	14.04.2012	SATURDAY	DR. AMBEDKAR'S BIRTHDAY & BENGALI NEW YEAR DAY	01
23.	01.05.2012	FRIDAY	MAY DAY	01
24.	06.05.2012	SUNDAY	BUDDHA PURNIMA	
25.	08.05.2012	TUESDAY	GURU RABINDRANATH TAGORE'S BIRTHDAY	01
26.	16.05.2012 TO 30.06.2012		SUMMER RECESS	45

Tentative Dates for Internal Examination

<i>SL. NO.</i>	<i>EXAMINATION</i>	<i>MID TERM</i>	<i>TEST</i>
01.	B.A/ B.SC/B.COM PART I (HONOURS & GENERAL)	3 RD WEEK OF DECEMBER	3 RD WEEK OF MARCH
02.	B.A/ B.SC/B.COM PART II (HONOURS & GENERAL)	3 RD WEEK OF DECEMBER	3 RD WEEK OF FEBRUARY
03.	B.A/ B.SC/B.COM PART III(HONOURS & GENERAL)	3 RD WEEK OF DECEMBER	3 RD WEEK OF JANUARY

Tentative Dates for University Examination

<i>SL. NO.</i>	<i>EXAMINATION</i>	<i>DATE</i>
01.	B.A/ B.SC/B.COM PART I (HONOURS & GENERAL)	JULY - AUGUST
02.	B.A/ B.SC/B.COM PART II (HONOURS & GENERAL)	JUNE - JULY
03.	B.A/ B.SC/B.COM PART III(HONOURS & GENERAL)	APRIL- MAY