

# **Annual Quality Assurance Report (AQAR)**

**for the Session:  
2011-2012**

**Submitted by**

**Internal Quality Assurance Cell (IQAC)**

**Tamralipta Mahavidyalaya**

**Tamluk: Purba Medinipur**

**West Bengal**



**Submitted to**

**National Assessment and Accreditation Council (NAAC)  
Bangalore**

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

### AQAR for the year 2011- 2012

#### I. Details of the Institution

1.1 Name of the Institution	TAMRALIPTA MAHAVIDYALAYA
1.2 Address Line 1	ABASBARI, TAMLUK - 721636
Address Line 2	PURBA MEDINIPUR
City/Town	TAMLUK
State	WEST BENGAL
Pin Code	721636
Institution e-mail address	tamralipta_mahavidyalaya@yahoo.co.in
Contact Nos.	03228-266054
Name of the Head of the Institution:	DR. ANIL KUMAR CHAKRABORTI
Tel. No. with STD Code:	03228-266054
Mobile:	09434110720

Name of the IQAC Co-ordinator:

DR. PRITIRANJAN PAHARI

Mobile:

0923268876

IQAC e-mail address:

tamralipta\_iqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

March 31, 2007/256

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)

March 31, 2007/256

1.5 Website address:

[www.tamraliptamahavidyalaya.org](http://www.tamraliptamahavidyalaya.org)

Web-link of the AQAR:

[www.tamraliptamahavidyalaya.org/main/aqar](http://www.tamraliptamahavidyalaya.org/main/aqar)

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 <sup>st</sup> Cycle	B <sup>+</sup>		2007	2012
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

15.06.2007

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

2011-2012

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\_2007-08 submitted to NAAC on 02-06-2008
- ii. AQAR\_2010 -11 submitted to NAAC on \_\_\_\_\_
- iii. AQAR\_2011-12 submitted to NAAC on \_\_\_\_\_
- iv. AQAR\_2012-13 submitted to NAAC on \_\_\_\_\_
- v. AQAR\_2013-14 submitted to NAAC on \_\_\_\_\_
- vi. AQAR\_2014-15 submitted to NAAC on \_\_\_\_\_

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)

Netaji Subhas Open University Study Centre (UG & PG)  
& Rabindra Bharati University Study Centre (P.G)

1.12 Name of the Affiliating University (for the Colleges)

VIDYASAGAR UNIVERSITY

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	<input type="text" value="NO"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text" value="NO"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text" value="✓"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text" value="NO"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="Nil"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="12"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="03"/> Faculty <input type="text" value="01"/>

Non-Teaching Staff  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

2.14 Significant Activities and contributions made by IQAC

Being the Nodal Agency of the Institution IQAC always tries to promote and stimulate the Academic and Administrative matters of the Institution consistently and in a continuous manner. Significant activities and contributions have been made during the year in the following areas:

- Monitoring the quality parameter, quality sustenance and enhancement
- Restoration and beautification of embankment of College pond by erecting a cement wall
- Extension of Girls' Hostel.
- Establishment of statues of Rabindranath Tagore, Dr. S. Radhakrishnan and Dr. Prafulla Chandra Roy.
- Introduction of two general subjects viz. Nutrition and Music, and One honours subject viz. Education at UG level.
- Formation of Grievance Redressal Cell.
- Up-gradation of hardware and software for Digitalization of Record Keeping.
- Plantation of Medicinal Plants in the College premises.
- Holding of remedial Classes for OBC, SC, ST and Minority Students under UGC Sponsored Merged Scheme.
- Organizing Blood Donation Camp.
- Different career Counselling Programs were organized for outgoing students of the College.
- Strengthening the ICT Facilities.
- Quality improvement of Women's Cell.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC at the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

Plan of Action	Achievements
<p>1. To take proper steps for quality improvement of students through continuous and comprehensive evaluation.</p> <p>2. To take proper measure to improve the attendance of the students in both Honours and General classes.</p> <p>3. To give more importance to beautification of the college campus.</p> <p>4. To take proper care for the infrastructural development.</p> <p>5. Research oriented activities are to be emphasized.</p> <p>6. Greater number of new classrooms are to be constructed for accommodating more students.</p> <p>7. To expand and intensify co-curricular activities of the NSS and NCC wings.</p>	<p>1. The performance of the students in internal assessment test was found better and result in the final examination showed improvement.</p> <p>2. Attendance of the students in classes were observed better than previous years.</p> <p>3. Ornamental and Medicinal plants were planted and the college pond was embanked by cement walls.</p> <p>4. Infrastructural facilities like renovation of class rooms with proper electronification, white wash of walls, arrangement of required furniture were done and continues to be done.</p> <p>5. Project works especially in Science departments and P.G. department of Bengali were conducted with proper care.</p> <p>6. Initiatives were taken for new construction.</p> <p>7. Different community service activities were undertaken by NSS and NCC wings.</p>

*\* Attached the Academic Calendar of the year as Annexure -II*

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 Governing Body of the College approves the activities taken up by the IQAC.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil			
PG	01 (regular in Bengali) + 13 (Distance)			
UG	23			
PG Diploma	Nil			
Advanced Diploma	Nil			
Diploma	Nil			
Certificate	Nil			
Others	Nil			
Interdisciplinary	01 (ENVS)			
Innovative	Nil			
<b>Total</b>	<b>38</b>			

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Nil
Trimester	Nil
Annual	38

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students

(On all aspects)

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

\*Provided the format for collecting feedback in annexure-III & an analysis of the feedback in the Annexure-IV



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

The college is affiliated to Vidyasagar University, Midnapur and bound to follow the University Syllabi designed by respective Board of Studies of the University

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

Introduction of Music as a general subject and Education as an Honours subject

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
71	34	13	Nil	01 (Librarian) + 06 (GLI) + 17 (APTT)

2.2 No. of permanent faculty with Ph. D.

23

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
00	21	--	--	--	--	--	--	--	21

2.4 No. of Guest and Visiting faculty and Temporary faculty

16

Nil

07

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	10	35	39
Presented papers	03	07	03
Resource Persons	--	--	01

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

- Use of Video Clips
- Project Work
- Classes through Power Point Presentation.

- Tutorial Classes.
- Remedial Classes.
- Mock Parliament.
- Field Survey
- Educational Tour.
- Group Discussion
- Quiz
- Seminar Classes

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

200
-----

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

The Institution Follows the guidelines stipulated by the affiliating University viz. Vidyasagar University for Examination / Evaluation of students' progress.

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

11	00	00
----	----	----

2.10 Average percentage of attendance of students 

66 %
------

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	291	--	2.4	86.59	3.7	92.78
B A Gen.	173	--	NIL	19.01	65.31	84.39
B Sc Hons	84	--	14.28	67.85	9.5	95.23
B Sc Gen	09	--	22.22	77.78	--	100
B Com Hons	08	--	12.5	87.5	--	100
B Com Gen	NIL	--	--	--	--	--

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

IQAC has taken the following initiatives for the development of Teaching & Learning process:

**For Teachers:**

- Encourages the faculty members to use the Computer based Digital Technologies of teaching & learning.

- Regular monitoring of class room activities and providing adequate infrastructural facilities wherever required.
- Regular coordination with the teachers, especially Heads of the Department, for improvement of Curricular & Co-curricular activities.
- Preparation of an academic calendar to chalk out and convey the different teaching & learning activities to the faculty members and students.

**For Students:**

- Regular meeting were arranged with the Heads and members of Academic sub-committee to review the academic progress of the students.
- Study room facilities with access to internet were provided to the students.
- Students were being informed about the different Scholarship programs of both Government and Non-government organizations.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the university	01
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	09
Others	00

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	19	18	NIL	NIL
Technical Staff	19	11	NIL	NIL

## Criterion – III

### 3. Research, Consultancy and Extension

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

To encourage different research oriented activities among the teachers, the IQAC has undertaken the following activities:

- Encourages teachers to pursue Ph. D. Degree, attending Orientation Programs, refresher Courses etc. for CAS.
- Inspires teachers to undertake both Minor and Major research projects.
- It encourages teachers to publish research based activities in different Journals.
- It inspires the different departments specially Bengali, History, Geography, Botany& Zoology to conduct local survey.

#### 3.2 Details regarding major projects **NIL**

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02		
Outlay in Rs. Lakhs		1,77,500/-		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	12	00	02
Non-Peer Review Journals			05
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 organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil			
Minor Projects	1 and 1/2 years	UGC	1,77,500/-	1,77,500/-
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			1,77,500/-	1,77,500/-

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

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	NIL	01	03	NIL	03
Sponsoring agencies	NA	UGC	UGC	NA	NA

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College   
Total

3.16 No. of patents received this year

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

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
01		01				

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

01

01

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

00

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

JRF 00 SRF 00 Project Fellows 00 Any other 00

3.21 No. of students Participated in NSS events:

University level 400 State level  
National level International level

3.22 No. of students participated in NCC events:

University level 08 State level 09  
National level 07 International level 01

3.23 No. of Awards won in NSS: **NIL**

University level State level  
National level International level

3.24 No. of Awards won in NCC:

University level	NIL	State level	01
National level	02	International level	NIL

3.25 No. of Extension activities organized

University forum		College forum	01
NCC	10	NSS	07
		Any other	

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

- Organization of Blood Donation Camp on 24th November where 44 students donated blood.
- An AIDS awareness programme was organized by the NSS units of the college in collaboration with CMOH, Tamluk.

## 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	8.49 acres	NIL	NA	8.49 acres
Class rooms	38	02 (B Ed)	MP Lad + College Fund	40
Laboratories	18	03(B Ed)	College Fund	21
Seminar Halls	01	01 (B Ed)	MP Lad + College Fund	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	46 computers	09 Lab. instruments	College fund	49
Value of the equipment purchased during the year (Rs. in Lakhs)	--	1,80,460/-	College fund	1,80,460/-
Others	NIL	NIL	NIL	NIL

#### 4.2 Computerization of administration and library

- The administrative office of the college functions through the MIS Network software via LAN with a central data base.
- The administrative office of the college is connected to the internet via dedicated lines.
- Central library of the college is equipped with modern facilities including broadband internet connection to cater the changing needs of both teacher & students.
- PG department of Bengali & B. Ed. Department have the facility of internet access.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	24434	7,20,733/-	250	15,500/-	24684	7,36,233/-
Reference Books	7154	2,49,250/-	49	5,173/-	7203	2,54,423/-
e-Books	97000+	5000/-	--	--	97000	5000/-
Journals	08	21070/-	--	4502/-	08	25,572/-
e-Journals	6000+	5000/-	--	--	6000	5000/-
Digital Database	21	5000/-	--	--	21	5000/-
CD & Video	10	--	10	--	20	--
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	42	02	05	NIL	NIL	05	17	03
Added	04	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Total	46	02	05	NIL	NIL	05	17	03

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

A three months training on Computer Literacy was organized by the Computer Science Department of the college.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

1,25,550/-

ii) Campus Infrastructure and facilities

6,91,901/-



iii) Equipments

1,80,460/-

iv) Others

6,27,303/-

**Total:**

16,25,214/-

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Different initiatives taken by the IQAC for enhancing student support services are:

- Indicating different support services available on the college prospectus.
- Arranging tutorial classes for slow learners
- Providing guidance to solve the different problems of the students.
- Circulating different types of Government Notices for students' welfare.
- Receiving the feedback from the students to improve the student support services.

#### 5.2 Efforts made by the institution for tracking the progress.

The efforts made by the institution for tracking the progress of the students are:

- Year-wise progress reports of the students are kept in the office through software data base and manual data base.
- Individual departments maintain the progress records of the students in both internal assessment tests and University examinations. They also prepare abstracts of the results.
- The abstracts of the results prepared by the individual departments are discussed in the meeting of the IQAC in presence of the members of Academic Sub-committee.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (B. Ed.)
2420	99	NIL	100

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men	No	%	Women	No	%
	1428	54.52		1191	45.48

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2062	259	20	142	NIL	2483	2261	260	19	72	07	2619

Demand ratio: 5.09 : 1

Dropout % 19.89 %

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

The career counselling cell also provides free coaching to needy students for various competitive examinations under the proper guidance of the IQAC.

No. of students beneficiaries

#### 5.5 No. of students qualified in these examinations

NET	<input type="text" value="02"/>	SET/SLET	<input type="text" value=""/>	GATE	<input type="text" value="06"/>	CAT	<input type="text" value="00"/>
IAS/IPS etc	<input type="text" value="00"/>	State PSC	<input type="text" value="00"/>	UPSC	<input type="text" value="00"/>	Others	<input type="text" value="02"/>

#### 5.6 Details of student counselling and career guidance

- The career counselling cell of the college organizes different career orientation programs in collaboration with different job providers, viz. Gillet etc.
- Various news papers and weekly papers with news about employment like Employment News, Karma Keshetra etc. are subscribed in the central library and students are encouraged to go through those.
- The cell also helps the students to clarify their doubts about different jobs and in filling-up off-line and on-line forms.
- Different personality development programs and mock interviews are arranged for the students benefit.

No. of students benefitted

### 5.7 Details of campus placement **NIL**

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

### 5.8 Details of gender sensitization programmes

- Women cell of the college has been functioning to provide necessary services for women employment and resolving different issues relating to discriminations of women arising out of gender bias.
- The cell also looks after the matter of sexual harassment of girl students.
- The cell organizes seminar relating to female employment, women's empowerment and legal rights of women by inviting renowned personalities like District Judge, faculties of the University Women Studies, District Women's cell etc.

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

#### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	684	2,05,265/-
Financial support from government	426	20,63,440/-
Financial support from other sources	NIL	NA
Number of students who received International/ National recognitions	NIL	NA

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

#### **Vision:**

To impart qualitative higher education to the students of rural Bengal and to inculcate human values among the students are the main aims of the college. In this context the college authority is making untiring endeavours to go ahead with different projects with a view to raise this institution to the status of a University.

#### **Mission:**

The mission of the college is ‘Shardhaya Lavate Jnanam’ that is, wisdom is pursued by those who have a love and obligation for it and for those who care for it.

6.2 Does the Institution has a management Information System

Financial management of the College is partially executed through a software.

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

#### 6.3.1 Curriculum Development

The college is affiliated to Vidyasagar University, West Midnapore. The curriculum is prepared by the University and followed by all the affiliated colleges.

#### 6.3.2 Teaching and Learning

The different activities undertaken by the IQAC in relation to Teaching & Learning are:

- Using ICT based teaching methods
- Preparing academic calendar at very beginning of the academic session.
- Emphasizing Comprehensive and Continuous evaluation through internal assessment tests.
- Conducting Tutorial Classes for slow learners.
- Organizing educational tours, Excursions etc. to provide direct experience to the students.
- Conducting Special Coaching and Remedial Classes for SC, ST & Minority students.

#### 6.3.3 Examination and Evaluation

- Internal assessment Tests are conducted at regular intervals.
- University final Examinations are conducted as per the norms and regulations of the affiliating University, i.e.; Vidyasagar University.

#### 6.3.4 Research and Development

- Teachers are engaged to pursue research degrees and are given facilities to do so.
- Some teachers are engaged in conducting minor and Major research Projects
- Some teachers already have publications in National & International research journals and books as well and many others are engaged in doing the same.
- Teachers of practical based departments encourage their students to do project work, field studies, surveys etc. to inculcate the research methodologies among the students.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- The central library is enriched with a number different types of books and journals to crunch the thrust of knowledge of the students and teachers.
- The study room attached to the central library is being equipped with modern facilities like computer with broadband internet connection, to cater the need of students, teachers through SOUL software.
- The central library is registered for N-list through which users can access e-books and journals.

#### 6.3.6 Human Resource Management

- The college has more than 100 faculty members including Full-time permanent teachers, Approved part-time Teachers and Contractual guest teachers who are engaged sincerely in Teaching & Learning process.

- The Institution provides facilities for deputation of facilities for FDPs, Conferences, Seminars and Workshops.
- Some teachers are the members of Board of Studies of Vidyasagar University who participate in decision making process of academic management.
- Sense of regularity, punctuality, discipline high moral values and Cooperation are promoted among staff and students in order to create a suitable organization climate.

#### 6.3.7 Faculty and Staff recruitment

##### **Faculty Recruitment:**

The full time permanent faculty members are recruited through West Bengal College Service Commission as per the UGC norms. Part-time teachers and Guest teachers are approved by the college authority following the guidelines and rules and regulations of the affiliating university and the State Government and tries to conform to the UGC norm wherever possible.

##### **Non-teaching Staff Recruitment:**

The permanent non-teaching staff are approved by the College Authority by following the Norms of the Director of Public Instruction (DPI), Govt. of West Bengal. The Casual non-teaching Staffs are appointed by the Governing Body following the norms of the State Government.

#### 6.3.8 Industry Interaction / Collaboration

Various departments of the College have been established a reasonably good connection with the neighbouring industries for conducting project works of the students. Different industries of Haldia industrial zone and kolaghat Thermal Power Plant are frequently visited by our students of some departments.

#### 6.3.9 Admission of Students

- Admission of students to various UG courses are done on purely on the basis of merit.
- Rules and Regulations for admission as fixed by the affiliating University and State Government are strictly followed by the College.
- Notification for admission to various Courses is done through College Website as well as through advertisement in different News-papers.
- Short listed students are called for Counselling through Website Notification and SMS services.

6.4 Welfare schemes for

Teaching	Group Insurance Schemes, Health Check up, maternity Leave, Credit Co-operative Society and PF Facilities
Non teaching	Group Insurance Schemes, Health Check up, maternity Leave, Credit Co-operative Society and PF Facilities
Students	Health Check up.

6.5 Total corpus fund generated

78,800/-

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	University	Yes	Academic Sub-Committee
Administrative	YES	University	Yes	IQAC

6.8 Does the University/ Autonomous College declare results within 30 days? **NA**

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9 What efforts are made by the University/Autonomous College for Examination Reforms?

**Not Applicable**

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

**Not Applicable**

6.11 Activities and support from the Alumni Association

The Alumni Association of the college though formed in 1988, was rejuvenated in 2006 and has been trying to contribute to the development of the college in its own way. For the enhancement of the academic atmosphere and innovative modes of teaching for the welfare of the students, funds have been allocated by the association for merit awards. the other activities of the Alumni Association are:

- It organizes regular meetings every year.
- It organizes an annual athletic meet every year and different cultural programs.
- It participates in Blood Donation Camps organized by NSS, NCC and Students Union of the college.

#### 6.12 Activities and support from the Parent – Teacher Association

- At least one meeting per year is being conducted by the Parent-Teacher association.
- The Parents of the students falling short of the required attendance i.e.; below 75 % are informed before Examination form fill-up and are requested to meet the Heads of the departments.
- The parents are requested to send their wards to the College regularly and to encourage them to participate in different programs including NSS & NCC.
- Information about Different Scholarship Programs and their guidelines are also conveyed to the parents for their necessary action.
- Parents are also requested to provide valuable suggestions for the improvement of teaching - Learning process of the College.

#### 6.13 Development programmes for support staff

The support staff of the Institution are encouraged to attend different staff development programs organized by different Institutions.

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

The NSS Units of the College undertakes the Plantation program in the World Environment Day and during "Aranya Saptaha".

- The units also clean the campus and Hostels regularly.
- The NSS Units plant ornamental and medicinal plants to make the campus green.
- Initiatives are taken to make the college premises a plastic free zone.
- Dustbins are placed in various places of the College building by the NSS Units.

## **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.

#### **Computerization of Administrative Section:**

To make the administrative work more scientific and to run the office smoothly, the administrative section of the college has been partially computerized.

#### **Computerization of Library:**



The college library has been further digitised. The library uses user friendly SOUL software and is N-listed also. The readers are provided web facilities through broadband connections.

**Regular monitoring:**

Academic sub-committee regularly monitors the academic progress of the students and class room performance of the teachers by using different feedback techniques.

**Academic Innovative:**

Many innovative academic practices are introduced by the institution under the sincere supervision of IQAC. Some of them are:

- Classes through Power Point Presentation.
- Project Work
- Tutorial Classes.
- Remedial Classes.
- Mock Parliament.
- Field Survey
- Educational Tour.
- Monitorial Classes
- Quiz

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

- Different steps were undertaken to improve the class attendance of the students by publishing monthly attendance status at departmental level.
- Due importance was given to continuous and comprehensive evaluation of the students performance.
- Initiatives were taken to construct a girls' hostel and shooting range.
- Students support services particularly for SC/ST/OBC and Minority students were strengthened.
- Initiatives were taken for digitising the record keeping system.
- Different community service activities were undertaken by the NSS units and NCC Units.

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

**1. Observation of Sesquicentennial birth ceremony of Great Men.**

**2. Blood Donation Camp:**

*\*Provided the details in annexure V*

#### 7.4 Contribution to environmental awareness / protection

- The NSS units of the college organizes plantation program on World Environment Day and during 'Aranya Saptaha' in the college Campus as well as in adopted Villages.
- The NSS Units take the programme 'Clean the College Campus' under their regular activities.
- Environmental awareness programmes are undertaken in adopted villages by the NSS units during their special camps.

7.5 Whether environmental audit was conducted?    Yes  No

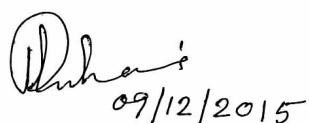
#### 7.6 Any other relevant information the institution wishes to add. (For example, SWOT Analysis)

Sl. No.	Questions	Explanations
01	Three identified strengths from SWOT analysis	<ul style="list-style-type: none"> <li>▪ More number meritorious students admitted</li> <li>▪ Remarkable academic results including university positions.</li> <li>▪ Motivating more number of girls students for pursuing higher education.</li> </ul>
02	Three identified weakness from SWOT analysis	<ul style="list-style-type: none"> <li>▪ Shortage of classroom to meet the increasing demand of students.</li> <li>▪ Poor class room attendance of general students.</li> <li>▪ Inadequate research Seminars and Workshops conducted by the departments and lack of publications.</li> </ul>
03	Two identified opportunities from SWOT analysis	<ul style="list-style-type: none"> <li>▪ To generate more corpus fund through proper utilization of college property.</li> <li>▪ To tie-up with various industries of Haldia Industrial belt for betterment of pure science students.</li> </ul>
04	Two identified challenges / threats from SWOT analysis	<ul style="list-style-type: none"> <li>▪ Increasing apathy of students from seeking admission in economics and Commerce Stream.</li> <li>▪ Coping up with aspirants for taking admission in General Courses.</li> </ul>

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

1. Construction of more Classrooms
2. Organizing more number of Seminars
3. Emphasising upon beautification of the college campus
4. Renovation of College canteen.
5. Purchasing more books and Journals in the Library.
6. To equip with computer with internet connections in all the departments.
7. To start PG Courses in more subjects.
8. To purchase greater number of equipments to cope with modern lab facilities.

Name : Dr. Priti Ranjan Pahari

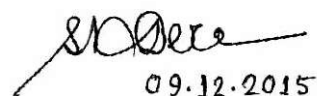


09/12/2015

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*Signature of the Coordinator, IOAC*  
Co-ordinator, IQAC  
Tamralipta Mahavidyalaya

Name : Dr. Sujit Kumar Bera



09.12.2015

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*Signature of the Chairperson, IOAC*  
**Teacher-in-charge**  
TAMRALIPTA MAHAVIDYALAYA  
Tamluk, Purba Medinipur

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**Abbreviations:**

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

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**Tamralipta Mahavidyalaya**  
**TAMLUK : PURBA MEDINIPUR**  
**ACADEMIC CALENDER For UG & PG Courses**  
**For the Session: 2011-2012**

**1st Term: From 01-07-2011 to 26-10-2011**

Month	Dates	No. of Available days for holding Classes / Examinations	Holidays/No Classes days	Activity
[1]	[2]	[3]	[4]	[5]
<b>July-2011</b>	01-07-2011 to 07-07-2011	Six days (06)	03-07-2011 (Sunday, Rathajatra)	*Admission to 1st year UG Courses through counseling  *Change of Subjects for 1st year students
	08-07-2011 to 14-07-2011	Six days (06)	10-07-2011 (Sunday)	*Admission to 1st year UG Courses through counseling  *14-07-2011: Commencement of 1st year UG classes.
	15-07-2011 to 21-07-2011	Six days (06)	17-07-2011 (Sunday)	*Admission to 1st year UG Courses through counseling  *Classes for 1st year UG Courses.  19-07-2011 to 26-07-2011:

				Issue and receiving of registration form by the college to the students.
	22-07-2011 to 28-07-2011	Six days (06)	24-07-2011 (Sunday)	*25-07-2011: Closing date of admission to 1st year UG Courses & Commencement of 2nd & 3rd year UG classes.  *Classes for 1st year
	29-07-2011 to 31-07-2011	Two days (02)	31-07-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.  *Change of Subjects for 1st year students.
	01-08-2011 to 07-08-2011	Five days (05)	02-08-2011 (College foundation day) 07-08-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.  *Change of Subjects for 1st year students.  * 02-08-2011: Last date of submission of academic audit report to VU.  * 01-08-2011: Commencement of Bengali PG Classes for SEM-I.
	08-08-2011 to 14-08-2011	Six days (06)	14-08-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.  *09-08-2011: Closing of Change of Subjects for 1st year students

<b>August-2011</b>	15-08-2011 to 21-08-2011	Five days (05)	15-08-2011 (Independence Day) 21-08-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year. * 1st Internal Assessment Test for Honours Students.
	22-08-2011 to 28-08-2011	Five days (05)	22-08-2011 (Janmastami) 28-08-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year. * 25-08-2011: Last date of Submission of registration form to UV without delay fine. * 23-08-2011 to 30-08-2011: Admission to 2nd year & 3rd year UG Courses.
	29-08-2011 to 31-08-2011	Two day (02)	31-08-2011 (ID-UI-Fitre)	*Classes for 1st year, 2nd year & 3rd year. * 30-08-2011: Last date of admission to 2nd year & 3rd year UG Courses.
<b>September-2011</b>	01-09-2011 to 07-09-2011	Six days (06)	04-09-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year. * 06-09-2011: Last date of submission of Teachers Bio-data to VU. * Inter College Cultural Meet.
	08-09-2011 to 14-09-2011	Six days (06)	11-09-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year. 09-09-2011: Last date of Submission of registration form to UV with delay fine.

	15-09-2011 to 21-09-2011	Six days (06)	18-09-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.  * 2nd Internal Assessment Test for Honours Students & 1st Internal Assessment for General Students.
	22-09-2011 to 28-09-2011	Four days (04)	25-09-2011 (Sunday)  26-09-2011 (Vidyasagar's birthday)  27-09-2011 (Mahalaya)	*Classes for 1st year, 2nd year & 3rd year.
	29-09-2011 to 30-09-2011	One day (01)	29-09-2011 (VU Foundation day)	*Classes for 1st year, 2nd year & 3rd year.
<b>October-2011</b>	01-10-2011 to 07-10-2011	One day (01)	02-10-2011 (Gandhi's birth day)  03-10-2011 to 07-10-2011 (Puja holidays)	03-10-2011: Puja vacation started.
	08-10-2011 to 14-10-2011	Nil		Puja Holidays
	15-10-2011 to 21-10-2011	Nil		Puja Holidays
	22-10-2011 to 26-10-2011	Nil		Puja Holidays
		<b>73 days</b>		



**N.B.: Student Union Election to be held in between 12-09-2011 and 24-09-2011.**

**2nd Term: From 27-10-2011 to 01-01-2012**

Month	Dates	No. of Available days for holding Classes / Examinations	Holidays/No Classes days	Activity
[1]	[2]	[3]	[4]	[5]
<b>October-2011</b>	27-10-2011 to 31-10-2011	One day (01)	27-10-2011 to 29-10-2011 (Puja Holidays) 30-10-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.
<b>November-2011</b>	01-11-2011 to 07-11-2011	Four days (04)	04-11-2011 (Jagadhatri Puja) 06-11-2011 (Sunday) 07-11-2011 (Id-Uz-Zoha)	*Classes for 1st year, 2nd year & 3rd year.
	08-11-2011 to 14-11-2011	Five days (05)	10-11-2011 (Guru Nanak's birthday) 13-11-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.
	15-11-2011 to 21-11-2011	Six days (06)	20-11-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.

	22-11-2011 to 28-11-2011	Six days (06)	27-11-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.
	29-11-2011 to 30-11-2011	Two days (02)	Nil	*Classes for 1st year, 2nd year & 3rd year.
<b>December-2011</b>	01-12-2011 to 07-12-2011	Five days (05)	04-12-2011 (Sunday)  06-12-2011 (Muharram)	*Classes for 1st year, 2nd year & 3rd year.  * Internal Assessment Test for PG Bengali (SEM-I).
	08-12-2011 to 14-12-2011	Six days (06)	11-12-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.
	15-12-2011 to 21-12-2011	Six days (06)	18-12-2011 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.  * 3rd Internal Assessment Test for Honours Students.  * Inter College Sports at VU.
	22-12-2011 to 28-12-2011	Three days (03)	25-12-2011 to 28-12-2011 (Winter recess)	*Classes for 1st year, 2nd year & 3rd year  *22-12-2011 & 23-12-2011: Annual Sports of the College.  * Internal Assessment Test for PG Bengali (SEM-I).  *25-12-2011 to 07-01-2012: Preparatory Leave for PG Bengali (SEM-I).

	29-12-2011 to 31-12-2011	Nil	29-12-2011 to 31-12-2011 (Winter recess)	
<b>January-2012</b>	01-01-2012	Nil	01-01-2012 (Winter recess)	Nil
		<b>44 days</b>		

### 3rd Term: From 02-01-2012 to 30-06-2012

Month	Dates	No. of Available days for holding Classes / Examinations etc.	Holidays/No Classes days	Activity
[1]	[2]	[3]	[4]	[5]
<b>January-2012</b>	02-01-2012 to 07-01-2012	Six days (06)	Nil	*Classes for 1st year, 2nd year & 3rd year.
	08-01-2012 to 14-01-2012	Five days (05)	08-01-2012 (Sunday)  15-01-2012 (Poush Parban)	*Classes for 1st year, 2nd year & 3rd year.
	15-01-2012 to 21-01-2012	Six days (06)	15-01-2012 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.
	22-01-2012 to 28-01-	Three days (03)	22-01-2012	*Classes for 1st year, 2nd

	2012		(Sunday) 23-01-2012 (Netaji's birthday) 26-01-2012 (Republic day) 28-01-2012 (Saraswati Puja)	year & 3rd year.
	29-01-2012 to 31-01-2012	Two days (02)	29-01-2012 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.  * 4th Internal Assessment Test for Honours Students.
<b>February-2012</b>	01-02-2012 to 07-02-2012	Six days (06)	05-02-2012 (Fateha Duwaz Daham & Sunday)	*Classes for 1st year, 2nd year & 3rd year.  * 06-02-2012: Commencement of Bengali PG Classes for SEM-II.
	08-02-2012 to 14-02-2012	Six days (06)	12-02-2012 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.
	15-02-2012 to 21-02-2012	Six days (06)	19-02-2012 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.
	22-02-2012 to 28-02-2012	Six days (06)	26-02-2012 (Sunday)	*Classes for 1st year, 2nd year & 3rd year.  * 5th Internal Assessment Test for 3rd year Honours Students and 2nd Internal Assessment Test for 3rd year General Students.

	29-02-2012	One day (01)	Nil	*Classes for 1st year, 2nd year & 3rd year.
<b>March-2012</b>	01-03-2012 to 07-03-2012	Six days (06)	04-03-2012 (Sunday)	07-03-2012: Closing of 3rd year UG Classes.
	08-03-2012 to 14-03-2012	Five days (05)	08-03-2012 (Dol jatra)  11-03-2012 (Sunday)	*Classes for 1st year & 2nd year.
	15-03-2012 to 21-03-2012	Six days (06)	18-03-2012 (Sunday)	*Classes for 1st year & 2nd year.
	22-03-2012 to 28-03-2012	Six days (06)	25-03-2012 (Sunday)	*Classes for 1st year & 2nd year.
	29-03-2012 to 31-03-2012	Three days (03)	Nil	*Classes for 1st year & 2nd year.
<b>April-2012</b>	01-04-2012 to 07-04-2012	Four days (04)	01-04-2012 (Sunday)  06-04-2012 (Good Friday)  07-04-2012 (Easter Saturday)	*Classes for 1st year & 2nd year.  * 5th Internal Assessment Test for 1st year & 2nd year Honours Students and 2nd Internal Assessment Test for 1st year & 2nd year General Students.
	08-04-2012 to 14-04-2012	Four days (04)	08-04-2012 (Sunday)  13-04-2012	12-04-2012: Closing of 1st year & 2nd year UG Classes.

			(Chaitra Sankranti) 14-04-2012 (Bengali New years' day)	
	15-04-2012 to 21-04-2012	Six days (06)	15-04-2012 (Sunday)	B. A./B. Sc./B. Com. Part-III (Hons. & General) Theoretical Examination (Examination dates to be announced later by the VU)  * in 3rd week of April, Internal Assessment Test for PG Bengali (SEM-II).
	22-04-2012 to 28-04-2012	Six days (06)	22-04-2012 (Sunday)	
	29-04-2012 to 30-04-2012	One day (01)	29-04-2012 (Sunday)	
<b>May-2012</b>	01-05-2012 to 07-05-2012	Four days (04)	01-05-2012 (May day)  05-05-2012 (Buddha Purnima)  06-05-2012 (Sunday)	* B. A./B. Sc./B. Com. Part-II (Hons. & General) Theoretical Examination (Examination dates to be announced later by the VU)
	08-05-2012 to 14-05-2012	Five days (05)	08-05-2012 (Rabindranath Birthday)  13-05-2012 (Sunday)	
	15-05-2012 to 21-05-2012	One day (01)	16-05-2012 to 21-05-2012: Summer Recess	*16-05-2012 to 31-05-2012: Preparatory Leave for PG Bengali (SEM-I).
	22-05-2012 to 28-05-2012	Nil	Summer Recess	

	29-05-2012 to 31-05-2012	Nil	Summer Recess	B. A./B. Sc./B. Com. Part-I (Hons. & General) Theoretical Examination (Examination dates to be announced later by the VU)
<b>June-2012</b>	01-06-2012 to 07-06-2012	Nil	Summer Recess	
	08-06-2012 to 14-06-2012	Nil	Summer Recess	
	15-06-2012 to 21-06-2012	Nil	Summer Recess	
	22-06-2012 to 28-06-2012	Nil	Summer Recess	
	29-06-2012 to 30-06-2012	Nil	Summer Recess	
		<b>104 days</b>		

N. B.: \* Total Number of Days available for holding Classes/Examinations and other activities =

$$73 + 44 + 104 = 221 \text{ Days}$$

\*\* Final Examination of PG Bengali, SEM-I and SEM-II will be held in the month of January-2012 and June-2012, respectively. Schedule of Examinations will be announced later by the VU.

\*\*\* Principle /Teacher-in-Charge has the discretion to keep college closed for extra four days (04) other than the dates listed in the this Academic Calendar.

**sd/-Teacher-in-Charge**

Tamralipta Mahavidyalaya

## OPINIONNAIRE - 1

## [OPINION OF THE STUDENTS ABOUT TEACHERS]

Name of the Student (Optional):

Department:

*Put a tick(✓) mark in the appropriate box to opine about your departmental (Honours) teachers.*

1= Very Good, 2= Good, 3= Average, 4= Bad, 5= Very Bad

1. Name of the Teacher	1	2	3	4	5
a. Speaking Ability					
b. Knowledge of Subject matter					
c. Preparation for classes					
d. Regularity and Punctuality					
e. Use of innovative methods					
f. Accessibility in and outside the classes					

2. Name of the Teacher:	1	2	3	4	5
a. Speaking Ability					
b. Knowledge of Subject matter					
c. Preparation for classes					
d. Regularity and Punctuality					
e. Use of innovative methods					
f. Accessibility in and outside the classes					

3. Name of the Teacher:	1	2	3	4	5
a. Speaking Ability					
b. Knowledge of Subject matter					
c. Preparation for classes					
d. Regularity and Punctuality					
e. Use of innovative methods					
f. Accessibility in and outside the classes					

4. Name of the Teacher:	1	2	3	4	5
a. Speaking Ability					
b. Knowledge of Subject matter					
c. Preparation for classes					
d. Regularity and Punctuality					
e. Use of innovative methods					
f. Accessibility in and outside the classes					

5. Name of the Teacher:	1	2	3	4	5
a. Speaking Ability					
b. Knowledge of Subject matter					
c. Preparation for classes					
d. Regularity and Punctuality					
e. Use of innovative methods					
f. Accessibility in and outside the classes					



## OPINIONNAIRE - 2

## [OPINION OF THE STUDENTS REGARDING TEACHING - LARNING, INFRASTRUCTURAL AND OTHER FACILITIES AVAILABLE IN THE INSTITUTION]

Name of the Student (Optional):

Department:

*Put a tick(✓) mark in the appropriate box to opine about different facilities in the institution.*

1= Very Good, 2= Good, 3= Average , 4= Bad, 5= Very Bad

Criteria of Evaluation	1	2	3	4	5
1. Understanding class teachings					
2. Discussion on complete syllabus					
3. Conduction of practical classes in time					
4. Appropriateness of Examination system					
5. Library facilities					
6. Equipments in laboratories					
7. Facilities to use computers					
8. Facilities for recreation					
9. Co-curricular Activities					
10. Facilities for games and sports (both men and women)					
11. Canteen facilities					
12. Cleanliness of the college campus					
13. Transport facilities					
14. Hostel facilities					

**Suggestions if any:**

## **Students' Feedback Analysis on Teaching-Learning & Other Facilities available in the College**

**IQAC** advised each departmental heads to take a feedback report regarding some specific issues during their learning session: Part-I, Part-II and Part-III from the outgoing students on the last date of meeting with the faculties before leaving the college. For this purpose two opinion formats were designed by the IQAC and circulated among the students and collected after duly fill-up by the students.

In the first format, IQAC has given more importance on students feedback regarding their subject teachers and their class room teaching and in other format feedback regarding infrastructure and other facilities available in the institution are asked.

After collecting the individual opinion sheets, score were assigned by the members of IQAC and analyzed the data applying some simple statistical techniques.

- ❖ During the session 2011-12 it is observed that the performance of the majority of teachers are satisfactory, but a few students pointed out certain areas of their dissatisfaction no teachers use innovative methods of teaching.
- ❖ Some teachers are not accessible outside the class as pointed out by some of the students.
- ❖ A few academically serious students showed their dissatisfaction for non-availability of updated reference materials prescribed their subject teachers.
- ❖ Regarding institutional practices most of the students showed their dissatisfaction about canteen facilities and transport facilities.
- ❖ Recreational facilities are not up to the mark according the some of the students.
- ❖ They have suggested some improvements in institutional practices like library facilities, excess of computer facilities etc.

**Best Practices of the Institution**

**1. Observation of Sesquicentennial birth ceremony of Great Men.**

The institution observed Sesquicentennial birth ceremony of Rabindra Nath Tagore by undertaking series of activities throughout the year:

- Unveiled the bust of Rabindra Nath Tagore.
- A seminar on Rabindra Nath was organised.
- A book on Rabindra Nath was written by the faculties .

The institution also celebrated Sesquicentennial birth ceremony of great Bengali Scientist Acharya Prafulla Chandra Roy by undertaking the following activities:

- Unveiled the bust of Acharya Prafulla Chandra Roy.
- A discussion on life and activities of the scientist was organised by the science faculties throughout the day.

**2. Blood Donation Camp:**

To popularize the idea of "Donate Blood, Save Life" the institution organized two blood donation camps in collaboration with District Red Cross and Tamruk Volunteer Blood Donors Association. Seminars were also organized by NSS Units of the College to motivate the students to donate blood.