

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

2014-2015



JANGIPUR COLLEGE

P.O.- JANGIPUR, DIST.- MURSHIDABAD, PIN.- 742213, W.B

NAAC Executive Committee No. & Date :- March 31, 2007/170

<http://www.jangipurcollege.in>

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress 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)

2014-2015

I. Details of the Institution

1.1 Name of the Institution :

JANGIPUR COLLEGE

1.2 Address Line 1

P. O. - Jangipur

Address Line 2

Dist.: Murshidabad

City/Town :

Jangipur

State :

West Bengal

Pin Code :

742213

Institution e-mail address :

jangipurcollege@yahoo.com

Contact No. :

09474462874

Name of the Head of the Institution:

Dr. Ashim Kumar Mondal

Tel. No. with STD Code:

03483-264226

Mobile :

Name of the IQAC Co-ordinator:

Mobile :

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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)

1.5 Website address :

Web-link of the 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 st Cycle | B+ | NA (Institutional score 76.00) | March, 2007 | Mar'07- Feb'12 |
| 2 | 2 nd Cycle | - | - | - | - |
| 3 | 3 rd Cycle | - | - | - | - |
| 4 | 4 th Cycle | - | - | - | - |

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

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 16/ 12/ 2015
- ii. AQAR 2012-13 submitted to NAAC on 16/ 12/ 2015
- iii. AQAR 2013-14 submitted to NAAC on 16/ 12/ 2015
- iv. AQAR 2014-15 submitted to NAAC on 16/ 12/ 2015

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous Agency approved Institution Yes No

(eg. AICT, 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)

NIL

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

UNIVERSITY OF KALYANI

1.12 Special status conferred by Central/ State government- UGC/CSIR/DST/DBT/ICMR etc

| | | | |
|---|----|---------------------|----|
| 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 (specify) | NA |
| UGC-COP Programmes | NA | | |

2. IQAC Composition and Activities

| | |
|--|----|
| 2.1 No. of teachers | 07 |
| 2.2 No. of administrative-Technical staff | 00 |
| 2.3 No. of Student | 00 |
| 2.4 No. of Management representatives | 01 |
| 2.5 No. of Alumni | 00 |
| 2.6 No. of any other stakeholder and Community representatives | 00 |
| 2.7 No. of Employers/Industrialists | 00 |
| 2.8 No. of other External Experts | 01 |
| 2.9 No. Total No. of members | 09 |
| 2.10 No. of IQAC meetings held | 03 |

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

Non-Teaching Staff students Alumni Others

2.12 Has IQAC received and 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

- "Problems of Higher Education in Rural Areas"
- "Third Gender"
- "National Robotics Workshop and Championship"

2.14 Significant Activities and contributions made by IQAC

IQAC ensured that academic and administrative health of the college remained sound. Admission, teaching-learning process, examination, cultural activities and games & sports were the prime focus. Remedial classes and Entry-into- Services continued in this session as well albeit zero recruitment. IQAC introduced online admission process from this session. Students of our college participated in Youth Parliament Competition and Quiz competition sponsored by D. I. of Schools, Govt. of West Bengal & Department of Parliamentary Affairs, Govt. of West Bengal (Presidency Level). Three institutional seminars marked this session. Equal Opportunity Cell organized a sensitization programme on "Third Gender". The college organised "National Robotics Workshop and Championship" in collaboration with A. R. K. Techno solutions and I. I. T. Mumbai. NSS surveyed a local village Muhammadpur, Murshidabad. Entry in Services Cell invited Ananda Bazar Patrika (ABP) to conduct a Workshop-cum-Campaign interview to select candidates for employment in ABP. IQAC undertook CAS of thirteen teachers. FIP of one teacher is continuing.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in assistance with the Principal and various sub-committees like the Academic sub-committee, Purchase sub-committee, Library sub-committee etc. in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

| Plan of Action | Achievements |
|---|--------------|
| Three seminars were planned | Accomplished |
| Remedial Classes & Entry-in- Services continued | Accomplished |
| Online Admission | Accomplished |
| Survey of a local village | Accomplished |
| Campus Interview | Accomplished |
| CAS of 13 teachers | Accomplished |

Academic calendar: **Annexure: II**

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

AQAR is placed and approved in the 21st meeting of the GB dated 19/ 11/ 2015.

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 | 4 | 0 | 0 | 0 |
| PG | 0 | 0 | 0 | 0 |
| UG | 14 | 0 | 0 | 0 |
| PG Diploma | 0 | 0 | 0 | 0 |
| Advanced Diploma | 0 | 0 | 0 | 0 |
| Diploma | 0 | 0 | 0 | 0 |
| Certificate | 0 | 0 | 0 | 0 |
| Others | 0 | 0 | 0 | 0 |
| Total | 18 | 0 | 0 | 0 |

| | | | | |
|-------------------|---|---|---|---|
| Interdisciplinary | 0 | 0 | 0 | 0 |
| Innovative | 0 | 0 | 0 | 0 |

1.2 (i) Flexibility of the curriculum: CBCS/Core/Elective option / Open option NOT APPLICABLE

(ii) Pattern of Programmes:

| Pattern | Number of Programmes |
|-----------|----------------------|
| Semester | 0 |
| Trimester | 0 |
| Annual | 14 |

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

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

Analysis of the feedback in the Annexure: III

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

No

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

No

Criterion -II

2. Teaching, Learning and Evaluation

2.1 Total No. of Permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 28 | 19 | 07 | 0 | 02 |

2.2 No. of permanent faculty with Ph.D.

11

2.3 No. 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 |
| 0 | 23 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

15 0 03

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International | National Level | State Level |
|------------------|---------------|----------------|-------------|
| Attended | 00 | 00 | 00 |
| Presented Papers | 10 | 22 | 02 |
| Resource persons | 00 | 00 | 01 |

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

Educational Tour, Field Surveys, Film version of print-texts included in the syllabi of certain subjects, Use of ICT or Computer Aided Methods in Teaching.

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

183

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

NIL

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of study/ Faculty/ Curriculum development Workshop

| | | |
|---|---|---|
| 3 | 0 | 0 |
|---|---|---|

2.10 Average percentage of attendance of students

| |
|-----|
| 75% |
|-----|

2.11 Course / Programme wise distribution of pass percentage:

| Title of the Programme | Total No. of students appeared | Division | | | | |
|------------------------|--------------------------------|---------------|------|------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| B. A. (Hons) | 343 | - | 3.2 | 70 | - | 73.2 |
| B. Sc. (Hons) | 70 | - | 25.7 | 38.6 | - | 64.3 |
| B. Com(Hons) | 02 | - | 00 | 50 | - | 50 |
| B. A. (Gen) | 228 | - | 00 | 41.7 | - | 41.7 |
| B. Sc. (Gen) | 03 | - | 00 | 100 | - | 100 |
| B. Com (Gen) | 00 | - | 00 | 00 | - | 00 |

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

IQAC, TIC and various sub-committees like the Academic Sub-committee, Examination Sub-committee, Library Sub-committee, Admission Sub-committee etc. emphasized use of teaching aids in class room and extensive use of library. IQAC encouraged the teaching faculty to provide ICT based study materials to the students. Remedial classes continued to attempt to uplift academic standard of reserved category weaker students. IQAC encouraged participation in Staff Training Courses, Summer/ Winter School.

2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|---|------------------------------|
| Refresher courses | 05 |
| UGC- Faculty Improvement Programme | 01 |
| HRD Programmes | 00 |
| Orientation Programmes | 01 |
| Faculty exchange programme | 02 |
| Staff training conducted by the University | 00 |
| Staff training conducted by other institution | 01 |
| Summer / Winter Schools, Workshops, etc. | 00 |
| 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 | 18 | 16 | 0 | 11 |
| Technical Staff | 1 | 0 | 0 | 0 |

Criterion – III

3. Research Consultancy and Extension

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

IQAC, TIC and relevant Sub-committees encouraged the faculty to attend/ present research papers in seminars and conferences, and go for research paper publications. Faculty were encouraged to attend Staff Training Programme & Summer/ Winter School. IQAC ensured that reference books were available in the college library. ICT support including NME project of BSNL were provided to the faculty. FIP of one teacher is continuing.

3.2 Details regarding major projects: **Not Applicable**

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

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number | - | 01 | - | - |
| Outlay in Rs. Lakhs | - | - | - | - |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 11 | 10 | 00 |
| Non-Peer Review Journals | 00 | 00 | 00 |
| e-Journals | 00 | 00 | 00 |
| Conference Proceedings | 00 | 01 | 00 |

3.5 Details on Impact factor of Publications:

Range Average Total: 15.484 h-index Nos. In SCOPUS

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

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---------------|----------------------------|------------------------|----------|
| Major Projects | - | - | - | - |
| Minor Projects | - | - | - | - |
| Interdisciplinary | - | - | - | - |
| Industry Sponsored | - | - | - | - |
| Projects Sponsored by the University/College | - | - | - | - |
| Students research Projects (Other than compulsory by the University) | - | - | - | - |
| Any other (Specify) | - | - | - | - |
| Total | - | - | - | - |

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 | NIL | NIL | NIL | 03 |
| Sponsoring agencies | NIL | NIL | NIL | NIL | Jangipur College |

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 | NA |
| | Granted | NA |
| International | Applied | NA |
| | Granted | NA |
| Commercialised | Applied | NA |
| | Granted | NA |

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 |
|-------|---------------|----------|-------|------------|------|---------|
| NIL | NIL | NIL | NIL | NIL | NIL | NIL |

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

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

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

JRF SRF Project Fellows Any Other

3.21 No. of students Participated in NSS events :

University level State level
National level International level

3.22 No. of students Participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

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

- NSS activity –Tree Plantation, Hostel Campus Cleanliness Programme, Pollution & AIDS awareness campaign, local village survey.
- Online Admission Process introduced.
- CAS of thirteen teachers.
- COSA introduced.
- Entry in Service Cell organised campus interview.
- Equal Opportunity Cell organized Sensitization programme on “Third Gender”.
- Participated in Youth Parliament Competition and Quiz competition sponsored by D. I. of School, Govt. of West Bengal & Department of Parliamentary Affairs, Govt. of West Bengal (Presidency Level).
- Educational tours conducted by Department of Zoology, Botany and Geography,
- Celebration of International Mother Tongue Day,
- Cultural Programme to observe R. N. Tagore’s birthday,
- Teachers’ Day celebration,
- Fresher’s Welcome & Students’ Fest.

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 | 5.05 acre | NA | NA | NA |
| Class rooms | 20 | 07 | NA | 27 |
| Laboratories | 06 | 00 | NA | 06 |
| Seminar Halls | 01 | 00 | NA | 01 |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | - | - | - | - |
| Value of the equipment purchased during the year (Rs. In Lakhs) | - | - | UGC & College Fund | Rs. 1,08,429.00 |
| Others | - | - | - | - |

4.2 Computerization of administration and library

Office has been computerized. Computerization of library is ongoing.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|------------|-------------|-------|--------|------------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 47618 | 2864463.00 | NIL | NIL | 47618 | 2864463.00 |
| Reference Books | | | | | | |
| e-Books | 97,000 | NIL | NIL | NIL | 97,000 | NIL |
| Journals | NIL | NIL | NIL | NIL | NIL | NIL |
| e-Journals | 6,000+ | NIL | NIL | NIL | 6,000+ | NIL |
| Digital Database | NIL | NIL | NIL | NIL | NIL | NIL |
| CD & Video | 23 | 20,00.00 | NIL | NIL | 23 | 20,00.00 |
| Others (Specify) | NIL | NIL | NIL | NIL | NIL | NIL |

4.4 Technology up gradation (Overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centre | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|-----------------|--------|-------------|--------|
| Existing | 41 | 00 | 16 | 16 | 06 | 05 | 26 | 04 |
| Added | 00 | 00 | 04 | 04 | 00 | 00 | 00 | 00 |
| Total | 41 | 00 | 20 | 20 | 06 | 05 | 26 | 04 |

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

Browsing centres increased to twenty. Students have access to internet at the browsing centres of the college. Office has been computerised. COSA & Online Admission introduced.

4.6 Amount spent on maintenance in lakhs :

| | |
|--|---------------|
| i) ICT | 0.61 |
| ii) Campus Infrastructure and facilities | 7.20 |
| iii) Equipments | 1.08 |
| iv) Others | 107.48 |
| Total: | 116.38 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC, TIC and various Sub-committees ensured that notices for such services – including scholarship related information and stipend – are displayed in notice boards and college website. Teachers took initiatives to inform students about the support services.

5.2 Efforts made by the institution for tracking the progression

Faculty members & HODs try to keep contact with the ex-students periodically.

5.3 (a) Total Number of student

| UG | PG | Ph.D. | Others |
|------|----|-------|--------|
| 3962 | 00 | 00 | 00 |

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men

| No | % |
|------|------|
| 2068 | 52.2 |

Women

| No | % |
|------|------|
| 1894 | 47.8 |

| Last Year | | | | | | This Year | | | | | |
|-----------|------|----|------|-----------------------|-------|-----------|------|----|------|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 2282 | 1056 | 17 | 1063 | 00 | 4418 | 1609 | 1232 | 16 | 1105 | 00 | 3962 |

Demand ratio 2.41

Dropout: 12.7 %

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

Entry-in-Service is continuing in this year. Third year honours students belonging to SC/ST/OBC/Minority of English, Bengali, History, Geography, Pol. Sc, Chemistry and Zoology Departments benefitted from this endeavour. ABP was invited on 14/ 11/ 2014 to interview students (third year) for employment in ABP. Abhijit Banerjee, Physics 3rd Year student was selected.

No. of students beneficiaries

35

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Not Applicable

No. of students benefitted

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 |
| 01 | 78 | 01 | NIL |

5.8 Details of gender sensitization Programmes

Equal Opportunity Cell organised a sensitization programme on "Third Gender" on 06/09/14.

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 Student | Amount |
|--|-------------------|--------------|
| Financial Support from institution | 730 | 41,750.00 |
| Financial support from government | 1454 | 45,88,800.00 |
| Financial support from other sources | NIL | NIL |
| Number of students who received International/ National recognitions | NIL | NIL |

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 serve as an ideal educational institution imparting quality education for all.

Mission: To offer innovative and socially relevant skills to our students. Also we take care to empower our female students and cater to the diverse needs of SC, ST, OBC & Minority Students.

6.2 Does the Institution has a management Information system

No. But the IQAC ensures that information related to various institutional aspects are maintained and made available to the stake holders. The website of the college is updated as and when required.

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

6.3.1 Curriculum Development

Since the college has three (3) UG BOS members in the University of Kalyani, syllabi of subjects including History, Communicative English & Environmental Studies are developed in consultation with related teachers.

6.3.2 Teaching and Learning

Remedial Classes benefitted SC/ST/OBC/Minority Students of English, Bengali, History, Geography, Political Sc. , Chemistry and Zoology.
Departments conduct tests periodically in accordance with the directives of the affiliating University. Project works are assigned to the students. Field surveys and educational tours are conducted as and when required. Departments maintained two wall magazines on relevant topics this session as well.

6.3.3 Examination and Evaluation

Departments conduct tests periodically in accordance with the directives of the affiliating University.

6.3.4 Research and Development

Teachers are encouraged to do MRP, attend/present papers in seminars and conferences and go for research paper publications. One teacher of the college is having four research fellows presently. Some teachers are pursuing their Ph.D. as well. One teacher is doing Ph. D. under FIP scheme.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The library has substantial amount of books. INFLIBNET's subscription has been renewed. NME Scheme of Broad band Services are running. DVDs and CDs are possessed by some departments and films based on texts of syllabi are shown. Teachers also use PPT and web based study materials in class room teaching. There are browsing centres in the college to aid the students.

6.3.6 Human Resource Management

Teachers Council organised recreation programmes including staff picnic.
The co-operative society provides financial support to the staff as and when required.

6.3.7 Faculty and Staff recruitment

The college is not empowered to recruit staff in vacancies against substantive posts. However casual appointments are periodically made to meet with the academic and administrative requirements.

6.3.9 Admission of Students

As per guidelines of the affiliating University admission is conducted by the Admission Sub-committee. The staff of the college assist to smoothly conduct admission. Online Admission has been introduced this year. Fee structures for admission and other norms are displayed on the college notice board as well as the college website.

6.4 Welfare schemes for

| | |
|--------------|--|
| Teaching | Co-operative & free-ship for wards |
| Non teaching | Co-operative & free-ship for wards |
| Student | Exemption of payable tuition fees & other scholarships of govt. and non-govt. organizations. |

6.5 Total corpus fund generated

College Fund: Rs. 64,588.00

6.6 Whether annual financial audit has been done

Yes

No

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|-----------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | No | No | No |
| Administrative | No | No | No | No |

6.8 Does the University / Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

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

This session the alumni association did not have any noteworthy activity.

6.12 Activities and support from the Parent – Teacher Association

Not Applicable

6.13 Development Programmes for support staff

Not Applicable

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

NSS did plantation of plants in the campus. The college undertook maintenance of the sewerage system of the campus regularly. NSS also cleaned the college campus. The college campus has already been made plastic free.

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.

- a) Promotion of research activity of the faculty
- b) The staff associated with Remedial Classes & Entry in Service Cell decided to give voluntary service. The accumulated payable amount would be used to purchase book for library.
- c) Sensitization programmes are conducted by the NSS and Equal Opportunity Cell.
- d) COSA has been introduced.
- e) Online Admission system has been introduced.
- f) Annual Sports Meet and Swimming Competition were organized by the Students' Union.

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

- a) Admission through online process to first year for B.A, B Sc and B.Com. students were successfully conducted
- b) Remedial and Entry-in-Services continued to function
- c) Three institutional seminars were organized
- d) Faculty members participated in seminars and workshops
- e) Departmental wall magazines were published.

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

Equal Opportunity Cell organised a sensitization programme on “Third Gender”
NSS made a survey of the village, Muhammadpur, Murshidabad.

Annexure: IV&V

7.4 Contribution to environmental awareness / Protection

- a) Awareness campaigns are done by NSS and Equal Opportunity Cell
- b) Plantation is done by NSS to observe important socially relevant events
- c) Banners, hoardings and posters are displayed to sensitize all.

7.5 Whether environmental audit was conducted?

Yes

No

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

S - Enthusiastic and collective effort to accomplish target-oriented assignments
W - No staff recruitment, no new books are purchased for Library. Expansion of Entry in Service Cell & Remedial Cell could not be achieved because of zero recruitment.
O - Motivated and resourceful staff strength
T - Political intervention in administrative and academic affairs

8. Plans of institution for next year

The institution wishes to expand activities of Entry in Service Cell for SC, ST, OBC and Minority students and also make Remedial Classes for SC, ST, OBC and Minority students more inclusive despite paucity of staff and the obvious limitations of being located in a semi-urban locale with a majority population of first-generation learners. Publication of Faculty members must also be increased. Number of sensitization programme and seminars should increase. Library must be renovated & computerized. Introduction of Wi-Fi Zone in the college should be done. Improvement of canteen infrastructure should be undertaken. Renovation is required for the students' common rooms & laboratories. Sports facilities also need to be improved.

Name: BASUDEB CHAKRABARTI

Basudeb Chakrabarti.

Signature of the Coordinator, IQAC



Name: DR. NABA KUMAR GHOSH

Dr. Naba Kumar Ghosh.

Signature of the Chairperson, IQAC

| | | |
|------|---|--|
| 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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Annexure -II

ACADEMIC CALENDAR

2014-15

All dates are tentative and are subject to alteration as per affiliating university's programme schedule and local requirements

| Dates | Holidays |
|---|--|
| 29 th July,2014 | Id-ul-Fitr |
| 15 th Aug.,2014 | Independence Day |
| 23 rd Sep.,2014 | Mahalaya |
| 29 th Sep.,2014 to 25 th Oct.,2014 | Durga Puja,Idul Juha, Lakshmi Puja, Kali Puja and Bhratri Dityia |
| 4 th Nov.,2014 | Muharam |
| 6 th Nov.,2014 | Guru Nanak Birthday |
| 25 th Dec.,2014 | Christmas Day |
| 1 st Jan.,2015 | New Year's Day |
| 3 rd week of Jan.,2015 | College Exam., Part - III |
| 12 th Jan.,2015 | Birthday of Swami Vivekananda |
| 23 rd Jan.,2015 | Birthday of Netaji |
| 26 th Jan.,2015 | Republic Day |
| 13 th Feb.,2015 | Saraswati Puja |
| 1 st week of March,2015 | University UG Exam., Part - III |
| 3 rd week of March,2015 | College Exam., Part - II |
| 23 rd March,2015 & 24 th March,2015 | Doljatra |
| 25 th March,2015 | Good Friday |
| 2 nd week of April,2015 | College Exam., Part - I |
| 14 th April,2015 | Birthday of Dr. B.R.Ambedkar & Bengali New Year's Day |
| 15 th April,2015 | Vice-Chancellor's Discretion |
| 1 st May,2015 | May Day |
| 2 nd week of May,2015 | University UG Exam., Part - II |
| 8 th May,2015 | Birthday of Rabindra Nath Tagore |
| 16 th May,2015 to 30 th June,2015 | Summer Recess |
| 3 rd week of June,2015 | University UG Exam., Part - I |
| Principal's Discretion : 05 Days | |





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Annexure - III

Students' Feedback Analysis

Session: 2014 - 15

| | |
|-----------|---|
| Drawbacks | Main problem is classroom and shortage of teaching staff. Lack of faculty members in almost departments(particularly in English, Mathematics, Botany and commerce departments), insufficient guest lecturers and poor standard of teaching of guest lecturers in most cases, need renovation of canteen totally & very poor services of canteen, shortage of hostel staff, lack of sufficient sports materials and communication from home to college and vice-versa is very problematic. Library facilities need to be more dynamic. College library is required to be more modernized. Accessing INFLIBNET at home after college hours is a problematic for most of the students as they live in remote villages. |
| Positive | Commencement of Online Admission process in the college is highly acceptable subject. Workloads undertaken by the permanent faculty members particularly by the single permanent faculty member are extremely praiseworthy. Completion of syllabus is made in due time. Some teachers have taken extra classes after their scheduled classes for the benefit of students before final examination. Departmental library is very useful. Most teachers are available after scheduled classes, if necessary. First-aid, if necessary, is very useful. Activity of NSS of the college unit for cleanliness of the campus is exemplary. Discipline in college hostel is properly maintained. Recreational facilities are outstanding. Practical work of each department is satisfactory. Departmental library is helpful. INFLIBNET facility is extremely beneficial. Evaluation process is good. |

Comment & Evaluation: Grievances by the students seem justified and solutions to these issues would be taken up in the next academic session.



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Annexure - IV

BEST PRACTICE: I

Title: Sensitization and Awareness Campaign on 'Third Gender'

Date: 06/09/2014

Goal:

The goal of the programme was to provide a forum to discuss and analyse the problems and challenges of third gender and their social inclusion. There are enough evidences in history about the acceptance of third gender in social processes. The religious scripture of *Mahavarata* told the story of Shikhandi (prince of Panchala), Brihannalla (the character of Arjun in *aggyatabasinViratcourt*) who belonged in the social mainstream but subsequently with the passage of time they were totally excluded and denied basic respect as a human being. Seldom, our society realizes or cares to realize the trauma, agony and pain which the members of Transgender community neither undergo, nor appreciate the innate feelings of the members of the Transgender community, especially of those whose mind and body disown their biological sex. The equal opportunity cell (EOC) tried to inculcate in the students an unbiased approach towards this vulnerable section of society.

Context:

Our society often ridicules and abuses the Transgender community. And in public places like railway stations, bus stands, schools, workplaces, malls, theatres, hospitals, they are sidelined and treated as untouchables, forgetting the fact that the moral failure lies in the society's unwillingness to absorb or embrace different gender identities and expressions. Mindsets need to change. In November 2009, India agreed to list eunuchs and transgender people as "others", distinct from males and females, in voting rolls and voter identity cards. On April 15, 2014, the Supreme Court of India recognized a third gender that is neither male nor female, and as a class entitled to reservation in education and jobs, stating "Recognition of transgender as a third gender is not a social or medical issue but a human rights issue." So the programme is more contextual and relevant in the light of such judgement.

Practice:

The EOC provided a scope for students to know about this upcoming subject which is gaining a universal appeal day by day. They shared their own views that mostly resembled myopic vision of the society about third-gender. Since the subject is a new one the initial reactions were strongly adverse. However, keeping in mind the modern day approach to the subject, later they were eager to get right information. The teachers took part without any remuneration and without hampering their class schedule and normal duties. To make the programme inclusive, there was no registration fee for the students

The crux of the matter was to deal with such a complex and conflicting issue in a rural area. It was very challenging to bring the students from the mode of rejection to acceptance level. It would have

been better if we could arrange a lecture presentation by an external resource person who belongs to either a third gender or transgender group.

Evidence of Success:

The impact of the programme was not at par with expectations but we were enabled to raise the curiosity level of the students. However this was the first take of an unconventional issue in the college level. At least a favourable ambience could be created for the students so that they could share their queries on the issue. This is an enough of a path-breaking ground for raising awareness on this topic. As humans, we understand little about our complex bodies. The best thing about the campaign was that it gave a value-added option to the students to get a clear perception on the subject which apparently seemed vague and off the block.

Problems Encountered and Resources Required:

Since the students in our college come from rural areas, there is dearth of knowledge on this issue completely. Secrecy and stigma hold them back. However, the silver lining behind the dark clouds is that the awareness campaign has helped the students to understand that as a human being, everyone deserves a feeling of “belonging”, understanding and acceptance. It would also add value to the campaign if we could get expertise at national level. In altering traditional stereotypes, a transition from traditional concealment-based approach to a patient-giver approach is required. To mitigate the hazards of a biased approach, funds are required to fetch greater expertise.

Contact Details:

Name of the Teacher –in –Charge: Dr Naba Kumar Ghosh

Name of the institution: Jangipur College

City: Jangipur

Pin code: 742213

Accredited status: B+ Status after NAAC visit in 2007.

Work phone: 03483-264226

Website: www.jangipurcollege.in

Mobile: +91 9474462874

Fax: Not Applicable

E-mail: jangipurcollege@yahoo.com



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P.O.-Jangipur, Dist.-Murshidabad, Pin-742213



Annexure – V

BEST PRACTICE: II

Title: Survey of Muhammadpur Village, Murshidabad; Date: 25.03.15

Goal:

The goal of the programme was to provide a platform to discuss and analyse the problems and challenges of the village of Muhammadpur, Murshidabad. It's a common knowledge that rural areas feel neglected and need immediate attention, more so in the backward districts of West Bengal. Accrual of assets from such areas was really stimulating.

The Context:

Being a college that is largely rural based, it's natural for our college to keep the socio-economic background in mind while conducting various surveys on issues that affect the rural mass. The NSS unit of Jangipur College had visited this particular village in Murshidabad which is well-known for encountering various insoluble problems. Different surveys have been conducted on health, hygiene, sanitation, underage marriages, lack of empowered women, etc.

The Practice:

Under the able-guidance of the program officers, a group of students of NSS units visited the Muhammadpur village, Murshidabad. They sought the help of the Block Development Officers to ensure the assistance of the local level government employees deployed in different sections. The various programmes taken were keeping in confidence of the local Panchayat authority. The activities taken up by the NSS units were as varied and diverse as awareness programs and surveys in the said village on blood donation, female foeticide, child marriages, reproductive health of women, hygiene, sanitation, environment etc. Surveys were also conducted on rural employment opportunities of the concerned village and skill development programmes were launched for the villagers.

Evidence of Success:

The impact of the programme was immense. After the surveys were made, there has been a noticeable change in the attitudes of the villagers. The initial apathy has been erased. The confidence of the villagers has increased and they are eager to be a part of such surveys in future. The results indicate a clear presence of visionary approach on the part of the NSS to better the livelihood of the members of the village.

Problems Encountered and Resources Required:

To harness the economic potential of the aforementioned village, human and finance capital have to be properly utilised. Self -help groups can work in tandem with NSS unit to make a greater change and make the changes impactful en masse for the stakeholders.

Fund is always criteria for implementation of surveys and strategic risk-taking is required for make such surveys effective. The problems of rural areas are more difficult to resolve than the urban areas goes without mentioning. Therefore, it's doubly challenging to transform villages and retain the alterations made in a sustainable dynamic atmosphere. There are external triggers like rocky economic cycle to keep the social glitches alive.

Contact Details

Name of the Teacher -in -Charge: Dr Naba Kumar Ghosh

Name of the institution: Jangipur College

City: Jangipur

Pin code: 742213

Accredited status: B+ Status after NAAC visit in 2007.

Work phone: 03483-264226

Website: www.jangipurcollege.in

Mobile: +91 9474462874

Fax: Not Applicable

E-mail: jangipurcollege@yahoo.com