

TARAKESWAR DEGREE COLLEGE

Tarakeswar, Hooghly, West Bengal, PIN-712410

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The Annual Quality Assurance Report (AQAR) of the IQAC Session : 2008-2009

Part – A

I. Details of the Institution

| | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| 1.1 Name of the Institution | TARAKESWAR DEGREE COLLEGE |
| 1.2 Address Line 1 | Tarakeswar |
| Address Line 2 | P.O.+P.S.-Tarakeswar |
| City/Town | Dist.-Hooghly |
| State | West Bengal |
| Pin Code | 712410 |
| Institution e-mail address | info@tarakeswardegreecollege.org |
| Contact Nos. | 03212-276269 |
| Name of the Head of the Institution: | Dr. Amal Kanta Hati |
| Tel. No. with STD Code: | 033-2664-4692 |
| Mobile: | 9433357752 |
| Name of the IQAC Co-ordinator: | Md. Shanawaz |
| Mobile: | 9475196191 |
| IQAC e-mail address: | iqac@tarakeswardegreecollege.org |
| 1.3 NAAC Track ID | WBCOGN13289 |
| 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, 2007/216 |

1.5 Website address:

www.tarakeswardegreecollege.org

Web-link of the AQAR:

www.tarakeswardegreecollege.org/submission/tdc_aqar_format_2008-09.pdf

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|----------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | B | | 2007 | 2012 |
| 2 | 2 nd Cycle | | | | |
| 3 | 3 rd Cycle | | | | |
| 4 | 4 th Cycle | | | | |

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

15.10.2007

1.8 AQAR for the year

2008-2009

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR **2007-08 submitted to NAAC on 31/07/2010** (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Nil

1.12 Name of the Affiliating University (for the Colleges)

The University of Burdwan

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

Autonomy by State/Central Govt. / University N.A.

University with Potential for Excellence

N.A.

UGC-CPE

N.A.

DST Star Scheme

N.A.

UGC-CE

N.A.

UGC-Special Assistance Programme

N.A.

DST-FIST

N.A.

UGC-Innovative PG programmes

N.A.

Any other (Specify)

N.A.

UGC-COP Programmes

N.A.

2. IQAC Composition and Activities

2.1 No. of Teachers

4

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and community representatives

1

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

1

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

The IQAC has made significant contribution to the all round development of the college. It has implemented the following recommendations made by the NAAC Peer Team during its visit to the institute in March 2007 :
i) **New degree programme in Business Management has been started under self financing scheme.**
ii) **The alumni association has been strengthened by publishing its directory.**
iii) **450 new books have been purchased for the central library.**
iv) **Common rooms have been provided to both boys and girls.**

2.15 Plan of Action by IQAC/Outcome

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

| Plan of Action | Achievements |
|----------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| IQAC planned to implement the recommendations made by NAAC Peer Team during its visit to the college in March 2007. | 1. BBA(Honours) has been started as a self-financing course. 2. Two State level seminars have been organized. 3. New classrooms and laboratories have been built. 4. A Certificate Course in Functional/Communicative English has been introduced. |

Academic Calendar of the year 2008-09 (See Annexure-1)

2.15 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

Plan :

1. Infrastructure : IQAC recommended the college authority to (a) increase the number of class rooms (b) set up laboratory for the Computer Science and Physical education and improve the facilities in the geography of the existing Geography Lab. (c) Enhance infrastructural facilities for indoor and outdoor games.
2. Office Management : IQAC advised the college authority to computerize the office management and give computer training to the non-teaching staff in order to enhance this efficiencies provide quicker service to the students.
3. Academic Excellence : (i) IQAC advised the various departments to organize seminars and workshops in greater number. (ii) It was decided that the faculties would be encouraged to participate in national/international level seminars in greater number. (iii) The college authority would be advised to introduce the Science programmes and/or job-oriented subjects for the benefit of the students of the locality (Tarakeswar) are the surrounding areas. It had been a long standing demand of the local people.
4. Students Support/Progression : IQAC proposed to introduce job-oriented and skill enhancing courses for the students as per recommendation of the NAAC Pear Team.
5. Extension Activities/Outreach Programme : The IQAC recommended to the NSS and NCC units in the college to undertake various outreach programmes in order to bridge the gap between the college and the community, and sensitize the students to the socio-economic problems of the local people and train them in social and communal service.

Achievement :

1. Infrastructure : (i) 3 new class rooms and 1 laboratory (for Computer Science) have been built/set up during this session. The college has spent Rs. 19 lakhs to the purpose. (ii) New equipments (including computers) have been purchased at the cost of Rs. 62thousands. (iii) A cycle shad for the students has been built up.
2. Office Management : The College office has been partly computerized and some members of the Non-teaching staff have been given computer training.
3. Academic Excellence : (i) B.B.A. (Honours) was introduced as a self-financing course. (ii) Two state level seminars were organized on (a) The impact of Assessment and Accreditation by NAAC (24 April, 2009) (b) Human Rights and Human Development in India (25 April, 2009). (iii) A number of full time and Part-time teachers participate in state and national level seminars (36) and presented academic papers some teachers also published papers and books. (iv) Students' seminars and subject oriented Quiz contests have been organized all Honours departments. (v) Term tests have been taken by all the departments . (vi) Well magazines have been published by all Honours and some Pass departments.
4. Students Support/Progression : (i) Remedial coaching classes have been arranged for weaker students. (ii) A certificate course in Functional/Communicative English has been introduced during this session.
5. Extension Activities/Outreach Programme : The NSS units of the college undertook a number of extension activities and outreach programmes during this academic session these include roller's organized to create general awareness about the evils of early marriage of girls, drug abuse and about the necessities of following some basic health practices. The NSS volunteers also staged a street drama in the adopted village to make the villages aware of their responsibility in keeping their surrounding clean.

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 | | | | |
| PG | | | | |
| UG | 09 | 01 | 01 | |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | | | | |
| Others | | | | |
| Total | 09 | 01 | 01 | |
| Interdisciplinary | | | | |
| Innovative | | | | |

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

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | |
| Trimester | |
| Annual | 10 |

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 : See Annexure-II

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

The question of revising or updating regulation of syllabi does not arise because the college does not frame them.

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

Yes, BBA Honours has been introduced during this year as a self-financing course.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-----------|------------------|----------------------|----------------------|-------------------------------------------------------------------|
| 41 | 07 | 03 | 1 (Principal) | 30 Including Part-time & Contractual teacher |

2.2 No. of permanent faculty with Ph.D.

05

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 |
| 0 | 11 | | | | | | | | |

2.4 No. of Guest and Visiting faculty and Temporary faculty

0

0

0

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 0 | 10 | 36 |
| Presented papers | 0 | 04 | 13 |
| Resource Persons | | | |

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

The institution adopted a number of innovative processes in Teaching and Learning, e.g. combination of lecture method and other methods such as e-classes, use of charts and maps, organising students' seminars and setting MCQR type questions in class tests. It also enhanced the teachers' competence to promote learner participation, identify weaker students and arrange remedial coaching classes for them.

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

188

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

Three Unit/Class tests taken by the all dept.

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

Nil

Nil

1

2.10 Average percentage of attendance of students\

60 %

2.11 Course/Programme wise
distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Total no. of students Passed | Division | | | | |
|------------------------------|--------------------------------|------------------------------|---------------|------|-------|-------|--------|
| | | | Distinction % | I % | II % | III % | Pass % |
| B.A. (General) | 324 | 177 | | 0 | 13.58 | | 41 |
| B.A. (Hons. in Sociology) | 32 | 24 | | 0 | 75 | | |
| B.A. (Hons. in Bengali) | 48 | 45 | | 6.25 | 87.5 | | |
| B.A. (Hons. in History) | 40 | 22 | | 2.5 | 52.5 | | |
| B.A. (Hons. in English) | 44 | 35 | | 2.27 | 77.27 | | |
| B.Com (General) | 10 | 7 | | 10 | 0 | | 60 |
| B.Com (Hons. in Accountancy) | 29 | 22 | | 3.44 | 72.41 | | |

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

IQAC in its meeting with faculty members advises them to convene Annual Plan Meeting at the beginning of each session, assign syllabus to the departmental teachers, prepare time schedule for term tests & to convene term review meetings. It also collects annual reports from the departments and assess their performance and progress. IQAC also suggests the departments to organize e-classes, seminars, educational tours & excursions. In this way IQAC monitors and evaluates the teaching & learning processes of the college.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|------------------------------------------------|-------------------------------------|
| Refresher courses | 3 |
| UGC – Faculty Improvement Programme | |
| HRD programmes | |
| Orientation programmes | 1 |
| Faculty exchange programme | |
| Staff training conducted by the university | |
| Staff training conducted by other institutions | |
| Summer / Winter schools, Workshops, etc. | 1 |
| Others | |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|------------------------------------------------------|----------------------------------------|
| Administrative Staff | 16 | | 02 | 03 |
| Technical Staff | 02 | | | |

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC regularly meets the teachers and advises them to publish anthology of research articles, academic paper, wall magazine and participate in refresher and orientation courses. It also suggests the heads of the departments to apply to the UGC for funds to organize national level seminars and subject related workshops in the college, to encourage their departmental colleagues to participate and present papers in seminars held elsewhere and submit proposal for minor research projects. Moreover, IQAC persuades the college authority (the Principal and the Governing Body) to sanction leave and necessary funds to the faculties to facilitate such activities. These are some of the initiatives taken by the IQAC to sensitize and promote research climate in this college.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|------------|------------|
| Peer Review Journals | Nil | 4 | Nil |
| Non-Peer Review Journals | Nil | Nil | Nil |
| e-Journals | Nil | Nil | Nil |
| Conference proceedings | Nil | Nil | 10 |

3.5 Details on Impact factor of publications:

Range N.A. Average N.A. h-index N.A. Nos. in SCOPUS N.A.

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 | N.A. | N.A. | N.A. |
| Minor Projects | Nil | N.A. | N.A. | N.A. |
| Interdisciplinary Projects | Nil | N.A. | N.A. | N.A. |
| Industry sponsored | Nil | N.A. | N.A. | N.A. |
| Projects sponsored by the University/ College | Nil | N.A. | N.A. | N.A. |

| | | | | |
|--------------------------------------------------------------------------------|-----|------|------|------|
| Students research projects <i>(other than compulsory by the University)</i> | Nil | N.A. | N.A. | N.A. |
| Any other(Specify) | Nil | N.A. | N.A. | N.A. |
| Total | Nil | N.A. | N.A. | N.A. |

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

ii) Without ISBN No.

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

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------------------------------------------|--------------|--------------|
| Number | Nil | Nil | 2 | 3 | 3 |
| Sponsoring agencies | Nil | Nil | One UGC & One Higher Education Dept. W.B. | BU NSS Dept. | College fund |

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 |
|-------|---------------|----------|-------|------------|------|---------|
| 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

Nil

Nil

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

N.A.

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

JRF

Nil

SRF

Nil

Project Fellows

Nil

Any other

Nil

3.21 No. of students Participated in NSS events:

University level

180

State level

Nil

National level

Nil

International level

Nil

3.22 No. of students participated in NCC events:

University level

Nil

State level

Nil

National level

62

International level

Nil

3.23 No. of Awards won in NSS:

University level

Nil

State level

Nil

National level

Nil

International level

Nil

3.24 No. of Awards won in NCC:

| | | | |
|------------------|----------------------------------|---------------------|----------------------------------|
| University level | <input type="text" value="Nil"/> | State level | <input type="text" value="Nil"/> |
| National level | <input type="text" value="Nil"/> | International level | <input type="text" value="Nil"/> |

3.25 No. of Extension activities organized

| | | | | | |
|------------------|----------------------|---------------|--------------------------------|-----------|----------------------|
| University forum | <input type="text"/> | College forum | <input type="text" value="9"/> | | |
| NCC | <input type="text"/> | NSS | <input type="text" value="9"/> | Any other | <input type="text"/> |

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

NSS Units of the college organised a plantation programme to develop a garden of medicinal plants and a workshop on child care and the dangers of thalesamia by which the institution delivered its social responsibility towards the community at large.

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 | 3.54 acres | N.A. | Donation | 3.54 acres |
| Class rooms | 14 | 3 | W.B. & UGC | 17 |
| Laboratories | 1 | 1 | UGC | 2 |
| Seminar Halls | - | - | - | - |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | 12 | 2 | UGC | 14 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 6.34 | .62 | UGC | 6.96 |
| Others | | Students' Cycle shed & garage. | | |

4.2 Computerization of administration and library

College Administration and Library have been partly computerized.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------------------|--------------------------------|------------------|-------------------------------|-----------------|--------------------------------|------------------|
| | No. | Value | No. | Value | No. | Value |
| Text Books & Reference Books | 10789 | 359384.13 | 450 | 59885.00 | 11239 | 419269.13 |
| e-Books | | | | | | |
| Journals & Periodicals | 16 Issues 316 | 5280.00 | 1 Issues 239 | 4862.00 | 17 Issues 555 | 10142.00 |
| e-Journals | | | | | | |
| Digital Database | | | | | | |
| CD & Video | | | | | | |
| Others (specify) | | | | | | |

* Before 2007-08 the account Journals not maintained separately.

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|------------------------------|------------------|------------------|-----------|-------------|--------|
| Existing | 12 | | Connected 2mbps speed | | | 11 | 1 | |

| | | | | | | | | |
|-------|----|--|----|--|--|----|---|--|
| Added | 2 | | Do | | | | 2 | |
| Total | 14 | | Do | | | 11 | 3 | |

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

The College arranges Computer training programme for teaching & non-teaching staff and students with the help of Computer training centre of the college.

4.6 Amount spent on maintenance in lakhs :

| | |
|------------------------------------------|-------------|
| i) ICT | 0.24 |
| ii) Campus Infrastructure and facilities | 0.77 |
| iii) Equipments | 0.04 |
| iv) Others | 0.03 |
| Total : | 1.08 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC organised meetings with the students to enhance their awareness about student support services which are available in the college. Available support services are also notified for the benefit of the students. Moreover, information about these services are also displayed on the digital display board of the college.

5.2 Efforts made by the institution for tracking the progression

There is no mechanism in the college to track the progression of the students.

5.3 (a) Total Number of students

| | | | |
|------|------|--------|--------|
| UG | PG | Ph. D. | Others |
| 2793 | N.A. | N.A. | N.A. |

(b) No. of students outside the state

0

(c) No. of international students

0

| | | | | | |
|-----|------|-------|-------|------|-------|
| Men | No | % | Women | No | % |
| | 1343 | 48.10 | | 1449 | 51.90 |

| Last Year | | | | | | This Year | | | | | |
|-----------|-----|----|-----|-----------------------|-------|-----------|-----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 2080 | 327 | 69 | 128 | 4 | 2606 | 2177 | 388 | 81 | 146 | 6 | 2792 |

Demand ratio **5 : 2.36**

Dropout % : **8%**

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

Nil

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations : **College has no search mechanism.**

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

5.6 Details of student counselling and career guidance

Nil

No. of students benefitted **Nil**

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 |
| Nil | Nil | Nil | Nil |

5.8 Details of gender sensitization programmes

**Women Cell of the college organized a sensitization programme
A seminar was held on Human Rights and Human Development in India on 25.04.2009**

5.9 Students Activities

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

State/ University level **92** National level **0** International level **0**

No. of students participated in cultural events

State/ University level **Nil** National level **Nil** International level **Nil**

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

Sports : State/ University level **13** National level **0** International level **0**

Cultural: State/ University level **Nil** National level **Nil** International level **Nil**

5.10 Scholarships and Financial Support

| | Number of students | Amount |
|----------------------------------------------------------------------|------------------------------|-------------------|
| Financial support from institution | 306 | 179760.00 |
| Financial support from government | 325 | 1227400.00 |
| Financial support from other sources | Nil | Nil |
| Number of students who received International/ National recognitions | 1 Sudipto Purkait | 1800.00 |

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:

10 grievances were received three from the students. All the grievances were satisfactorily redressed.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the College

Dissemination of Learning among all members of the society across narrow barriers of caste, creed and religion and also among the economically challenged.

Mission of the College

From Quality Awareness through Quality Assurance to Quality Sustenance.

6.2 Does the Institution has a management Information System

Yes, the college used a college management software (CMMS) in the office by which all information regarding students teachers and non-teaching staff, admission, examination and college accounts is collected and disseminated.

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

6.3.1 Curriculum Development

Since the college does not develop any curriculum but simply follows/implements the one framed by the university, the question of adapting quality improvement strategies does not arise.

6.3.2 Teaching and Learning

Although the syllabi are framed not by the college but by the university to which it is affiliated each department adopts some innovative processes in teaching and learning. First of all, the faculties of each department meet at the beginning of each academic session for term-wise allocation of syllabus assignments, contents, fix dates for the term-end tests and prepare the academic calendar of that session. Secondly, the department organize students' seminars, quiz contests, poetry/drama workshops. All most all the Honours departments also organize State/National Level seminars. They subscribe to e-journals. The departments also arrange e-classes for the Honours students. Multiple choice questions are also set in the term-tests to encourage the students to read the text books thoroughly.

6.3.3 Examination and Evaluation

Apart from serving as centres for the university examinations each year, the college also conducts class tests and term tests to evaluate the progress of the students. The answer scripts of such tests are shown to the students and their progress reports are sent to the guardians.

6.3.4 Research and Development

Nil

6.3.5 Library, ICT and physical infrastructure / instrumentation

To develop and update facilities in the library, the IQAC has adopted the following strategies :

- i) Latest books and journals are purchased and subscribed to every year.
- ii) Library related information is provided to the students and the teachers.
- iii) Each Honours department maintains and runs a library of its own.
- iv) Annual budgetary allocation is made available to each department for purchasing text and reference books each year.

6.3.6 Human Resource Management

The human resource of the college is managed in a free and democratic manner. For the management of the students' affair, the college has a students' union whose elections are held annually as per university statutes. The teachers' council and the non-teaching staff association look after the affairs of the teaching and non-teaching staff respectively. Above all, there is a Governing Body that manages and develops the total human resource of the college. The college's aim is to make optimum use of the available human resource.

6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited transparently as per Government norms/rules.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

Admission of students is done exclusively on merit basis.

6.4 Welfare schemes for

| | |
|--------------------|--------------------------------------------------------------------------------------------------------------------------|
| Teaching Staff | Group insurance, Staff Credit Co-Operative Society, Accidental Benefit Schemes |
| Non teaching Staff | Group insurance, Accidental Benefit Schemes, Staff Welfare Fund, Staff Credit Co-Operative Society, |
| Students | Students' Health Home, Accidental Benefit Schemes, Free Studentship, Government Scholarships, Students Endowment Scheme. |

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done Yes No

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|-------------------------------------------------------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | N.A. | Yes | Governing Body & Teachers' Council |
| Administrative | No | N.A. | Yes | Governing Body & Various administrative sub committees |

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?

N.A.

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

N.A.

6.11 Activities and support from the Alumni Association

These is an Alumni Association in the college since 2005-2006 academic session. It meets annually in the college premises. Since the college is located in a backward area, the alumni cannot afford any financial support. But they give constructive suggestions for the all round development of the college.

6.12 Activities and support from the Parent – Teacher Association

There is no Parent-Teacher Association in the college. But each department arranges meetings with the parents from time to time to appraise them of the students' academic progress and discuss various students related issues. The IQAC, however feels the need to form a Parent-Teacher Association which will work for the development of the College.

6.13 Development programmes for support staff

Computer Training has been provided to the support staff.

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

The institution observes World Environment Day and encourages plantation of trees and removal of plastic from the campus to make it eco-friendly. The college has also made a garden of medicinal plants in the college campus in collaboration with an NGO (Vivekananda Seva Kendra, Tarakeswar).

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.

Tarakeswar Degree College is located in a rural area and most of its students come from socially and economically backward families. Many of these students are first generation learners. In order to help them, the IQAC suggested to the college authority to place a proposal for Remedial Coaching for the socially and economically backward students to the UGC. A proposal was sent to the UGC for the purpose and the UGC provided funds for arranging remedial coaching classes for SC, ST, OBC and Minority students. We have set up a library of text and reference books with these funds. We also provide them regularly with academic and personal counselling, study material and Xerox facilities. The impact of this innovative process is reflected in the enthusiasm of the socially backward and economically disadvantaged students for this coaching and in their results in the university examinations.

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

See annexure-III

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

(a) Environmental awareness (b) Remedial coaching (See annexure-IV)

- 7.4 Contribution to environmental awareness / protection

To generate environmental awareness among the students, the institute has introduced a course on environmental science for B.A., B.Sc. and B.Com (Pass and Honours) students. It also enlists the support and co-operation of its NSS Units to create awareness of environmental hazards and of the urgent need to keep the environment clean green and pollution free. The institute tries to make optimum use of the existing campus facilities and grow green plants and foliage at every available space. There is no botanical garden in the institute campus but we have cultivated a small garden of medicinal plants with the help of a local NGO and the support of the NSS units. The NSS volunteers regularly lead campaigns to prevent use of polythene and polythene products in the college campus. IQAC prevails upon the college authority to sanction funds to the NSS units for this noble mission.

- 7.5 Whether environmental audit was conducted? Yes No

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

See Annexure V

8. Plans of institution for next year

IQAC is planning to introduce new subjects/programmes, enhance infrastructural facilities, increase students' support programmes and set up a career counselling cell, and strengthen the mechanism of collecting feedback from all stakeholders.

Name : *Md. Shanawaz*


17/04/2014

Signature of the Coordinator, IQAC



Name : *Dr. Amal Kanta Hati*


17/04/2014

Signature of the Chairperson, IQAC

Principal
Tarakeswar Degree College
P.O.-Tarakeswar, Dist.-Hooghly

Annexure-I

TARAKESWAR DEGREE COLLEGE

Academic Calender for the Session 2008-09

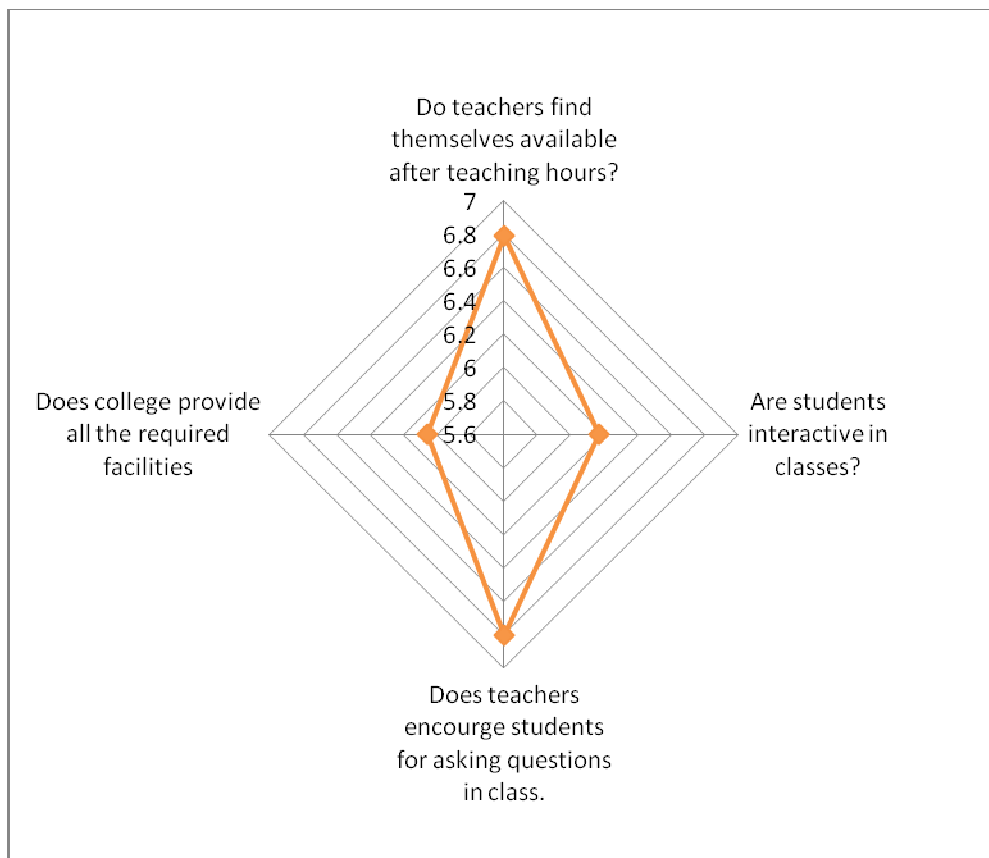
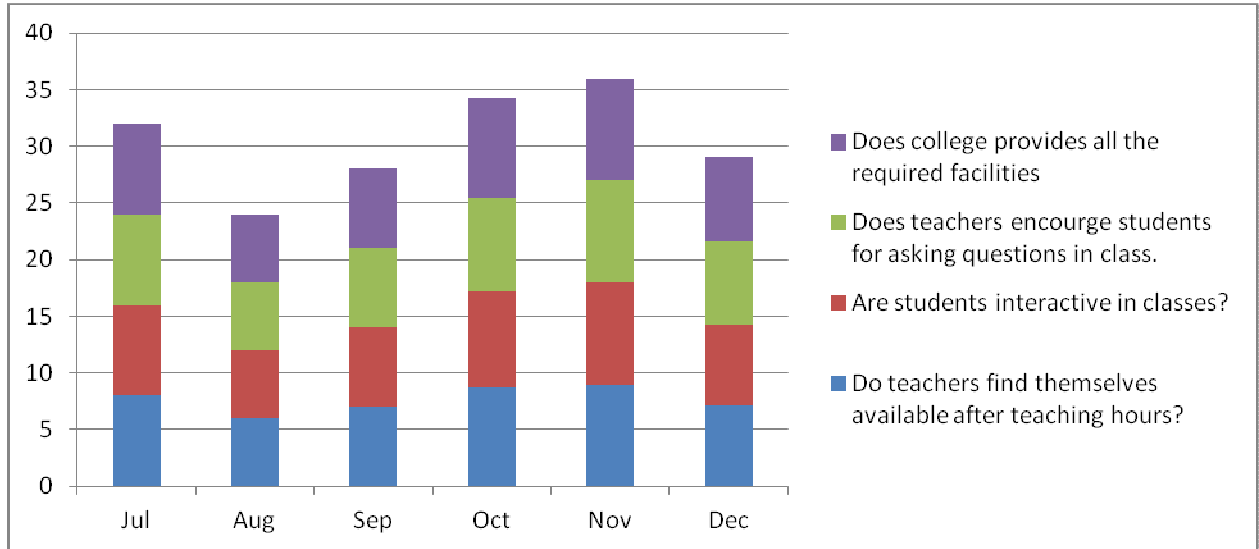
| Day | July | August | September | October | November | December | January | February | March | April | May |
|------|-----------------|-------------------|-----------------|---------------------|-----------------------|------------------|-------------------|-------------------|----------------------|----------------------|-------------------------|
| 1st | | | | | | | New Years' Day | Sunday | Sunday | SSL Start | May Day |
| 2nd | 1st Term Begins | | | Gandhiji's Birthday | Sunday | | | | | | |
| 3rd | DAM-07-08 | Sunday | | | | | | | | | Sunday |
| 4th | Rathajatra | | | | | | Sunday | | | | |
| 5th | | | Foundation Day | Sunday | | | 2nd Term End | | | Sunday | |
| 6th | Sunday | | | Puja Holidays | | | | | Shibaratri | | |
| 7th | | Freshers | Sunday | | | Sunday | 3rd Term begins | | | | |
| 8th | | | | | | Sports | | Sunday | Sunday | | |
| 9th | | Sabe Barat | | | Sunday | | | | | | Rabindranath's Birthday |
| 10th | | Sunday | | | | | | | | | Sunday |
| 11th | | | | | | | Sunday | Sree Panchami | | Parents Meet | |
| 12th | | | | Sunday | | HY-Exam. General | | | | Sunday | |
| 13th | Sunday | | | SC Meet-03 | 2nd Term Begins | | | NCC-'B' 'C' Exam. | | | |
| 14th | | | Sunday | | | Sunday | | | Alumni Meet | Bengali New Year Day | |
| 15th | | Independence Day | | DTRM-01 | | | | Sunday | Sunday | | |
| 16th | | | | 1st Term End | Sunday | | | | | | |
| 17th | | Sunday | Biswakarma Puja | | Jagadhatri Puja | SC Meet-05 | | | TE for All | | Sunday |
| 18th | | | | | | | Sunday | | | | |
| 19th | | | | Sunday | | Id-Ud-Zuha | Maharam | SC Meet-07 | | Sunday | Summer Recess |
| 20th | Sunday | SC Meet-01 | SC Meet-02 | | College Social | SU Election | | | SC Meet-08 | | |
| 21st | | | Sunday | | | Sunday | SC Meet-06 | | Doljatra Good-Friday | | |
| 22nd | | | | | SC Meet-04 | MT-Hons-05 | | Sunday | Sunday | | |
| 23rd | | | | | Sunday | NSS Special Camp | Netaji's Birthday | | | | |
| 24th | | Sunday Janmastami | | | Guru Nanak's Birthday | | | | | | Sunday |
| 25th | | | | | | Cristmas Day | Sunday | | | | |
| 26th | | | | Sunday | | | Republic Day | | | Sunday | |
| 27th | Sunday | | MT-Hons-03 | | | | | | | | |
| 28th | | Rakhi Purnima | Sunday | | | Sunday | | MT-Hons-07 | MT-Hons-08 | | AAPM-08-09 |
| 29th | | | Mahalaya | | MT-Hons-04 | | | xxxx | Sunday | MT-Hons-09 | |
| 30th | MT-Hons-01 | MT-Hons-02 | | | Sunday | | MT-Hons-06 | xxxx | | | |
| 31st | | Sunday | xxxx | | xxxx | | | xxxx | | xxxx | Sunday |

Code of Annual Activity Programme

| | | | |
|--------------|---------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| DAM | : Departmental Academic Meeting | TE | : Test Examination |
| MT | : Monthly Test | SSL | : Student Study Leave. |
| SC Meet | : Student Study Circle Meet | AAPM | : Annual Academic Plan Meeting |
| DTRM | : Departmental Terminal Review Meeting. | | : Indicates teaching and working days |
| HY-Exam.- | : Half-Yearly Examination | | : NSS Special Camp |
| SU | : Student Union Election. | | : Summer Recess |
| NSS | : National Service Scheme | | : Holidays |
| NCC- 'B' 'C' | : National Cadet Crop 'B' & 'C' Certificate | N.B.- The Programme may be changed due to modification. | |

Annexure II

Feedback Analysis



Latest data (Feedback is taken in a scale of 1-10, with 10 being the highest)

| Student name | Do teachers find themselves available after teaching hours? | Are students interactive in classes? | Does teachers encourage students for asking questions in class. | Does college provide all the required facilities |
|---------------------|-------------------------------------------------------------|--------------------------------------|-----------------------------------------------------------------|--------------------------------------------------|
| Priyanka Adak | 8 | 8 | 8 | 8 |
| Pradipta Das | 6 | 6 | 6 | 6 |
| Abhoy Kumar Koley | 7 | 7 | 7 | 7 |
| Sanjib Kumar Kodali | 8.7 | 8.5 | 8.2 | 8.8 |
| Bibhas Bera | 9 | 9 | 9 | 9 |
| Biswanath Shaw | 7.1 | 7.2 | 7.3 | 7.4 |
| Palash Kumar Koley | 2 | 9 | 10 | 10 |
| Azahar Mallick | 9 | 10 | 7 | 4 |
| Paritosh De | 5 | 10 | 9 | 10 |
| Mousumi Manna | 7 | 9 | 7 | 4 |
| Papiya Pal | 2 | 8 | 8 | 10 |
| Punam Sur Roy | 2 | 10 | 2 | 6 |
| Lata Banerjee | 2 | 8 | 4 | 5 |
| Srimanta Das | 7 | 7 | 7 | 6 |
| Anindita Kundu | 10 | 10 | 9 | 9 |
| Munmun Dhara | 2 | 7 | 10 | 6 |
| Sadhana Das | 9 | 2 | 8 | 2 |
| Moumita Hati | 4 | 3 | 5 | 10 |
| Santanu Roy | 5 | 2 | 8 | 3 |
| Dipak Kumar De | 4 | 10 | 4 | 9 |

| | | | | |
|-------------------------------|---|----|----|----|
| Aniket Maiti | 4 | 5 | 3 | 4 |
| Piu Jana | 7 | 3 | 7 | 7 |
| Prosenjit Pal | 2 | 2 | 2 | 6 |
| Koushik Maity | 6 | 3 | 3 | 8 |
| Arpita Pal | 4 | 8 | 7 | 6 |
| Dipu Duley | 6 | 10 | 7 | 7 |
| Abhijit Patra | 8 | 6 | 5 | 7 |
| Arindam Patra | 7 | 3 | 10 | 5 |
| Priti Pal | 2 | 8 | 9 | 8 |
| Mahammad Kadir Mallick | 3 | 5 | 2 | 8 |
| Biplab Pal | 5 | 10 | 3 | 8 |
| Suparna Kamley | 6 | 2 | 8 | 3 |
| Krishna Show | 8 | 7 | 3 | 9 |
| Moumita Ghosh | 3 | 3 | 9 | 9 |
| Madhumita Pal | 6 | 4 | 4 | 7 |
| Arkanayan Sheth | 6 | 2 | 10 | 3 |
| Krishna Bhaumik | 2 | 2 | 5 | 8 |
| Papan Chinya | 6 | 5 | 10 | 9 |
| Saurav Chinya | 5 | 3 | 6 | 6 |
| Sormistha Halder | 3 | 2 | 4 | 8 |
| Manas Bhaumik | 9 | 8 | 8 | 8 |
| Tulika Ghosh | 5 | 7 | 3 | 5 |
| Debasish Mitra | 9 | 3 | 4 | 10 |
| Lusi Das | 8 | 7 | 3 | 4 |
| Sutanu Das | 5 | 8 | 3 | 3 |
| Shelley Ghosh | 7 | 10 | 9 | 7 |

| | | | | |
|----------------------------|----|----|----|----|
| Santana Bhowmick | 9 | 10 | 2 | 3 |
| Moutusi Bhowmick | 10 | 7 | 5 | 6 |
| Arobinda Samonta | 10 | 7 | 5 | 5 |
| Koushik Kumar Ghosh | 10 | 8 | 6 | 10 |
| Mousumi Porel | 9 | 10 | 3 | 6 |
| Bhaskar Pal | 6 | 4 | 8 | 10 |
| Monalisa Maji | 10 | 7 | 6 | 10 |
| Luna Mazumder | 3 | 10 | 8 | 3 |
| Sabita Malik | 10 | 9 | 10 | 7 |
| Mithu Das | 3 | 9 | 2 | 7 |
| Shrabani Nandy | 8 | 10 | 8 | 3 |
| Saumen Samanta | 6 | 3 | 6 | 2 |

Annexure-III

Action taken report

1. Infrastructure : (i) 3 new class rooms and 1 laboratory (for Computer Science) have been built/set up during this session. The college has spent Rs. 19 lakhs to the purpose. (ii) New equipments (including computers) have been purchased at the cost of Rs. 62thousands. (iii) A cycle shed for the students has been built up.
2. Office Management : The College office has been partly computerized and some members of the Non-teaching staff have been given computer training.
3. Academic Excellence : (i) B.B.A. (Honours) was introduced as a self-financing course. (ii) Two state level seminars were organized on (a) The impact of Assessment and Accreditation by NAAC (24 April, 2009) (b) Human Rights and Human Development in India (25 April, 2009). (iii) A number of full time and Part-time teachers participate in state and national level seminars (36) and presented academic papers some teachers also published papers and books. (iv) Students' seminars and subject oriented Quiz contests have been organized all Honours departments. (v) Term tests have been taken by all the departments . (vi) Well magazines have been published by all Honours and some Pass departments.
4. Students Support/Progression : (i) Remedial coaching classes have been arranged for weaker students. (ii) A certificate course in Functional/Communicative English has been introduced during this session.
5. Extension Activities/Outreach Programme : The NSS units of the college undertook a number of extension activities and outreach programmes during this academic session these include roller's organized to create general awareness about the evils of early marriage of girls, drug abuse and about the necessities of following some basic health practices. The NSS volunteers also staged a street drama in the adopted village to make the villages aware of their responsibility in keeping their surrounding clean.

Annexure IV

Best Practice

(a) Environmental Awareness

Title

Environmental awareness

Goal

To create awareness about the environment among the student community.

The Context

Due to the socio-economic background of our students, we have observed a general lack of awareness about the environment.

The Practice

We try to create a general awareness on how important it is to preserve the environment by having a plastic free zone in and around the campus, we also encourage students to plant trees so that we have a greener and a cleaner tomorrow.

We have also conducted workshops in the college to create general awareness about the environmental biodiversity.

Evidence of Success

Today, our campus is greener compared to many campuses in the surrounding areas. We have also been able to successfully create a plastic free zone.

Problems Encountered and Resources Required

The college does not have enough resources to organize workshops and invite external advisors. We still, try to work with our limited resources and bring the best out of it.

Contact Details

Name of the Principal: Dr. Amal Kanta Hati

Name of the Institution: Tarakeswar Degree College

City/Town : Tarakeswar

Pin Code: 712410

Accredited Status: B

Work Phone : (03212) 276269

Fax: (03212) 279398

Website: www.tarakeswardegreecollege.org

E-mail : info@tarakeswardegreecollege.org

Mobile: 9433357752

(b) Remedial Coaching

Title

Remedial coaching

Goal

To help socially and economically backward students progress in academics

The Context

Tarakeswar Degree College is located in a rural area and most of its students come from socially and economically backward families. Many of these students are first generation learners. In order to help them, the IQAC suggested to the college authority to place a proposal for Remedial Coaching for the socially and economically backward students to the UGC.

The Practice

A proposal was sent to the UGC for the purpose and the UGC provided funds for arranging remedial coaching classes for SC, ST, OBC and Minority students. We have set up a library of text and reference books with these funds. We also provide them regularly with academic and personal counselling, study material and Xerox facilities. The impact of this innovative process is reflected in the enthusiasm of the socially backward and economically challenged students for this coaching and in their results in the university examinations.

Evidence of Success

The pass percentage, in general, for the students belonging to economic and socially backward classes, has improved over time after the introduction of the remedial coaching classes.

Problems Encountered and Resources Required

The college does not have enough resources to organize workshops and invite external advisors. We still, try to work with our limited resources and bring the best out of it.

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Annexure V

SWOT ANALYSIS

| | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>S</p> <ul style="list-style-type: none">-Quality Faculty, Accessibility-Institutional image, culture-Better infrastructure and technology compared to colleges in same locality | <p>W</p> <ul style="list-style-type: none">-Collaboration for effective learning-Data informed decision making-Technology issues such as adequate access to internet for all students |
| <p>O</p> <ul style="list-style-type: none">-Technology support for students and faculties-Superior infrastructure-value added skill development courses, Get additional funding and accreditation--Distance education programme and professional courses | <p>T</p> <ul style="list-style-type: none">-Socio economic condition of the students requiring them to work part-time or full time while continuing studies-Students are not always present for all classes. |