

Annual Quality Assurance Report (2013-2014)

**Submitted by
Internal Quality Assurance Cell
Midnapore College (Autonomous),
Midnapore, West Bengal**

**Submitted to
National Assessment
And
Accreditation Council (NAAC)
Bangalore**

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution	MIDNAPORE COLLEGE
1.2 Address Line 1	P.O.- MIDNAPORE
Address Line 2	DIST.- PASCHIM MEDINIPUR
City/Town	MIDNAPORE
State	WEST BENGAL
Pin Code	721101
Institution e-mail address	mcm.principal@gmail.com
Contact Nos.	(03222) 275847
Name of the Head of the Institution:	Prof. Sudhindranath Bag
Tel. No. with STD Code:	(03222) 275847
Mobile:	09800621873

Name of the IQAC Co-ordinator:

Dr. Amal Kanti Chakraborty

Mobile:

09732598668

IQAC e-mail address:

mcm.principal@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

11947

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)

BC/58/RAR/009 DATED 10/03/2012

1.5 Website address:

www.midnaporecollege.ac.in

Web-link of the AQAR:

<http://www.midnaporecollege.ac.in/IQAC/AQAR2013-14.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A+		2004	2009
2	2 nd Cycle	A	3.58	2012	2017
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

20.02.2006

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

2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR Recently NAAC Accreditation was done in December, 2011 and accredited A in March 2012 (DD/MM/YYYY)
- ii. AQAR(2012-2013) submitted to NAAC on 26.06.2015 (DD/MM/YYYY)
- iii. AQAR (2013-2014) 27.06.2015 (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)

B.C.A.

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

Vidyasagar University

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text" value="√"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text" value="√"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text" value="√"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="7"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text"/>
2.7 No. of Employers/ Industrialists	<input type="text"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="2"/>

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

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

- Monitoring Teaching Learning
- Conducting Students' Seminar
- Taking feedback from Stakeholders
- Motivating Teachers to apply for being Research Guides to Vidyasagar University
- Taking initiatives for extension activities.
- Motivating the teachers to undertake Major/ Minor Research Projects

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
1. As per the instruction of UGC the College will make preparation of UGC Team Visit for Granting Autonomous Status. 2. Different Sub-Committees will be formed for the UGC Team Visit for Granting Autonomous Status. 3. Members of the University and the State Govt. will be invited for accompanying the UGC Team. 4. Alumni Association will be invited for helping the College Authority during the UGC Team Visit. 5. A National Seminar Sponsored by NAAC will be held in session 2013-2014 6. As per recommendation of the last NAAC visit MoU will be initiated and more PG Courses to be opened. 7. Extension activities to be taken up more and more. 8. Laboratories to be upgraded more with updated instruments.	1. Preparation for Autonomous Team Visit has been made. 2. Sub-committees also are formed. 3. Members of the University and the State Govt. have been invited 4. Alumni Association has been informed. 5. A National Seminar Sponsored by NAAC has been organised on 12 th and 13 th November, 2013. 6. MoU with S.N. Bose Memorial Institute has been made and four PG Courses have been opened. 7. Laboratories are being upgraded. 8. Three classrooms constructed for PG courses 9. Communicative English and Computer Fundamentals are introduced. 10. All the staff are prepared for Autonomous visit.

* *Academic Calendar of the year 2013-14 is attached in Annexure-I.*

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

Provide the details of the action taken

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	02	04		
UG	23		01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	02			02
Others				
Total	27	04	01	02
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	√

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

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

***Please provide an analysis of the feedback in the Annexure (Please see Annexure - II)**

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

Yes. ➤ Syllabi are updated and modernised. ➤ Inclusion of subjects relevant to the demands of students, alumni and other stake holders. ➤ Recent trends in scientific progress and theoretical developments
--

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

YES Four Subjects are introduced in PG with the affiliation of Vidyasagar University. These are Mathematics, Zoology, Bengali and Sanskrit. Intake Capacity in the subjects are 25, 20, 50, 50 respectively.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	60	45	15	Nil	PTT – 44 CWTT- 7

2.2 No. of permanent faculty with Ph.D. 48

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
	Nil	33	Nil	Nil	Nil	Nil	Nil	Nil	Nil	33

2.4 No. of Guest and Visiting faculty and Temporary faculty 14 10 06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		26	15
Presented papers		07	03
Resource Persons		-	23

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

- ICT based teaching learning with the conventional mode.
- Interactive method
- Seminar lectures by Students on their own subjects
- Projects and group discussion.

2.7 Total No. of actual teaching days during this academic year 198

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

- Short question and multiple choice questions
- Personality test and viva
- Projects and seminars

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 23 01

2.10 Average percentage of attendance of students

60 %

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme B.A./ B.Sc. Honours and M.Sc.	Total no. of students appeared	Division				
		Distinction % **	I %	II %	III %	Pass %
B.Sc. Physics (H)	83		58	18	03	95.18
B.Sc. Chemistry (H)	57		32	19	02	92.98
B.Sc. Mathematics (H)	85		31	53	01	100
B.Sc. Comp. Sc. (H)	26		16	10	-	100
B.Sc. Botany (H)	27		06	14	05	92.59
B.Sc. Zoology (H)	45		16	26	03	100
B.Sc. Physiology (H)	31		06	20	05	100
B.Sc. Microbiology (H)	10		04	04	01	90
B.Sc. Economics (H)	02		01	01	-	100
B.Sc. Geography (H)	29		01	25	02	96.55
B.A. English (H)	48		02	46	-	100
B.A. Bengali (H)	54		06	48	-	100
B.A. Philosophy (H)	38		05	26	07	100
B.A. Political Science (H)	29		-	21	05	89.66
B.A. History (H)	44		09	34	-	97.73
B.A. Sanskrit (H)	41		03	35	-	92.68
B.A. Sociology (H)	21		02	16	02	95.24
B.Sc. (General)	26		02	20	03	96.1
B.A. (General)	239		01	67	158	94.5
M.Sc. Physics	18		17	01	-	100
M.Sc. Chemistry	27		27	-	-	100
B.C.A.	14		14	-	-	100
Statistics (H)	03		-	03	-	100

** Not in vogue under Vidyasagar University.

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

- Self appraisal of teachers
- Feedback from students on Teachers
- Enhancing learning infrastructure
- Modernising laboratories
- Motivating the departments for arranging guest and seminar lectures, organising National Seminars and Workshops
- Academic Audit

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	05
Faculty exchange programme	05 (Vidyasagar University)
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	01
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	29	Nil	Nil	Nil
Technical Staff	38	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC co-ordinates with Research Committee
- Motivating Teachers for undertaking Major/ Minor Research Projects
- Initiatives to procure fund from DST, UGC
- Proposing to College Authority to provide Seed Money for Researchers in the initial stage.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1	2	
Outlay in Rs. Lakhs		25.44	16.13	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1		4	3
Outlay in Rs. Lakhs	1.83		16.5	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	25	10	
Non-Peer Review Journals		3	11
e-Journals			
Conference proceedings		2	1

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2 years	UGC		
Minor Projects	2 years	UGC	1.70 Lakh	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			1.70 Lakh	

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	--	2	--		3
Sponsoring agencies	--	1-UGC 1-NAAC	--	----	

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	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	--

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

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

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

JRF SRF Project Fellows Any other

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: Not Applicable

University level State level
 National level International level

3.23 No. of Awards won in NSS: Nil

University level State level
 National level International level

3.24 No. of Awards won in NCC: Not applicable

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum	--	College forum	--	
NCC	--	NSS	07	Any other 02

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

- Show of stellar activities for Students and local people by Midnapore College N.C. Rana Sky Observation Centre.
- Major Science experiments for College and School Students by Midnapore College Centre for Scientific Culture
- Programmes of AIDS Awareness, Thalassemia Awareness, Environmental Awareness.
- Blood donation by Students
- Distribution of learning materials among the Children of Slum Areas
- Tree Plantation
- Supplying drinking water to the local people from the water plant of the College during the hot spell of summer

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	15.2105 acre			15.2105 acre
Class rooms	59	02	State Govt. and College Fund	61
Laboratories	25	02	State Govt. and College Fund	27
Research Laboratories	06			06
Seminar Halls	02			02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	06	08	UGC & College Fund	14
Value of the equipment purchased during the year (Rs. in Lakhs)	10,77,000/-	6.00	UGC & College Fund	16,77,000/-
Others	--			--

4.2 Computerization of administration and library

- Library fully Computerised
- Admission fully computerised
- Cash Section fully Computerised
- Accounts Section partly computerised.
- Administrative activities partly computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12757		288	59,881.00	13,045	
Reference Books	46385		1139	3,39,526.00	47,524	
e-Books						
Journals	16			5,000.00		
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	120	4	05	10	01	10	63	-
Added	30	-	-	-	-	-	4	-
Total	150	4	05	10	01	10	67	-

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

- Training to teachers and staff regarding computer arranged.
- Training to students regarding the use of Library Software for searching books & e-journals.
- Computer training for Teachers and Staff for admission process.
- Internet access training to students and use of library software.

4.6 Amount spent on maintenance in lakhs :

i) ICT	2
ii) Campus Infrastructure and facilities	86
iii) Equipments	39
iv) Others	10
Total :	137

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Induction meeting for 1st year students.
- Lectures conducted for awareness programme.
- Information available in College prospectus.
- Information in the classroom.

5.2 Efforts made by the institution for tracking the progression

- Interaction with Students.
- Students Feedback
- Department wise students' information

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4689	235	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	2887	61.57		1802	38.43

Last Year (2012 - 2013)						This Year (2013 - 2014)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2234	893	243	690	01	4060	2533	1031	328	797	01	4689

Demand ratio - 1:7

Dropout % - 0.6%

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

- NET/SET Coaching for students
- English training for students through Career Oriented Programme
- Meeting and interaction with experts and teachers
- Seminar on new exam pattern of West Bengal School Service Commission
- Career Counselling Cell counselling the students.
- Students interaction with Industries

No. of students beneficiaries

100 (approx.)

5.5 No. of students qualified in these examinations

NET	<input type="text" value="03"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="04"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text" value="05"/>	UPSC	<input type="text"/>	Others	<input type="text" value="JAM- 52
JECA - 12"/>

5.6 Details of student counselling and career guidance

- Seminars and Workshops for career guidance
- Personal counselling by teachers.
- Guideline of career counselling in College prospectus

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
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

- Observance of Women's Day
- Protecting the rights of disadvantaged Women by Equal Opportunity Centre of Midnapore College
- Video Show Exhibiting Women's rights

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	110	60,000/-
Financial support from government	409	29,32,800/-
Financial support from other sources	16	35000/-
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Major Grievances	Grievances Redressed
Nil	Nil
Nil	Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<p><u>VISION</u></p> <ul style="list-style-type: none"> ➤ To educate the students with morality, nobility and magnanimity of soul removing all barriers to comprehensive education of good quality to serve society better. ➤ To open job oriented courses and introduce new subjects for the advancement of students towards globalization <p><u>MISSION</u></p> <ul style="list-style-type: none"> ➤ Shifting from conventional curriculum to a more dynamic and learner-friendly system of curricular choices in response to social needs ➤ Enhancing the competence and skills of the learners towards achieving excellence ➤ Seeking collaboration with institutions of Higher Learning of repute to enhance and update the quality of the Institution.

6.2 Does the Institution has a management Information System

Yes, it is used for Library, Data base of students and some administrative processes.

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

6.3.1 Curriculum Development

- Participation of teachers in workshops offering healthy suggestions for updating curricula of UG and PG.
- Involving Students in Project works and group discussions.
- Holding academic excursions beyond curricula.

6.3.2 Teaching and Learning

- Conventional method of teaching with the use of Information Communication Technology (ICT).
- Field surveys.
- Academic tools
- Documentary film show after class hours
- Group discussion and quiz contest
- Seminars in the classroom

6.3.3 Examination and Evaluation

- Internal examination with short questions and multiple choice questions and long questions.
- Students made aware of their mistakes after evaluation.
- Suggestions offered for betterment.

6.3.4 Research and Development

- Departmental initiative for major/minor research projects
- Post DOC Research inspired by College Authority and IQAC
- Circulation of Guidelines of different funding agencies
- IQAC motivating teachers for undertaking research projects.
- Research Laboratories Constructed

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library fully computerised
- Digital Library established
- Librarians attending orientation programmes
- Some e-journals
- Some Departmental Libraries established

6.3.6 Human Resource Management

- Teaching and Non-teaching Staff engaged in different developmental activities as per their competency in the respective fields
- Students involved in academic, cultural & sports activities

6.3.7 Faculty and Staff recruitment

- Faculty recruitment as per UGC Guidelines and West Bengal College Service Commission.
- Other Staff recruitment as per State Govt. Rules.

6.3.8 Industry Interaction / Collaboration

- Industry interaction through departments
- Collaboration with the reputed Institutes by Teachers for Research Activities.

6.3.9 Admission of Students

- Students' admission strictly on the basis of merit.
- Distribution of Admission Form and Prospectus
- Counselling in different subjects
- Help Desk for Students' Admission
- Counselling Students for admission as per their merit, choice and opportunities.

10.4 Welfare schemes for

Teaching	Midnapore College Staff Co-Operative Credit Society Ltd.
Non teaching	Midnapore College Staff Co-Operative Credit Society Ltd.
Students	1. B.D. Banerjee Memorial Free Studentship Fund for poor and meritorious students 2. Endowment Fund created by teachers and alumni for meritorious students

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Vidyasagar University	Yes	Principal & IQAC
Administrative	Yes	Vidyasagar University & West Bengal State Govt.	Yes	Principal

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?

- As per University System.

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

- Vidyasagar University earnestly pursued Autonomy for Midnapore College along with State Govt. and UGC
- UGC formed a Team to visit the College for the feasibility of granting Autonomous Status.
- That Team visited the College and positive result is expected.

6.11 Activities and support from the Alumni Association

- Alumni Association is active in holding annual meetings.
- It extends academic support and help for infrastructural development.
- It offers financial help for poor students.
- It helps in organising Annual P. N. Ghosh Memorial Lecture Series.
- It offers suggestion to College Authority for undertaking welfare schemes for students of the College, and helped in smooth conduct of NAAC visit.
- It helps the College by offering suggestions to UGC Team for granting Autonomous Status.

6.12 Activities and support from the Parent – Teacher Association

- Parent Teacher Association to be activated.

6.13 Development programmes for support staff

- Motivating the support staff to go to different training camps organised by other Institutes.

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

- Created “No Smoking Zone” inside the campus.
- Created pollution free campus.
- Installed Green Generators.
- Gardening and Plantation of trees and observed “Aranya Saptaha” (Plantation Week) in planting trees.
- Renovating the existing gardens.

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.

- Feedback on teaching by Students created a positive impact on teaching-learning.
- Motivating the Teachers to undertake major/minor research projects which increase the numbers of Major/ Minor Research Projects.
- IQAC organised workshop on Autonomous Status and this influenced the Teaching, Non-Teaching Staff and Students for further discussion and deliberation.
- Science Day Observation increased Science Awareness of Students.
- Practical Classes are reinforced by Midnapore College Scientific Culture.
- NAAC sponsored National Seminar highlighted several challenges and problems of Higher Education and made an impact on teaching-learning.

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

- One Major Plan is to obtain Autonomous Status. For this, awareness is created among the staff in meetings.
- Strengthening Quality teaching is always the plan. Seminars, Guest Lectures, Debates and Library Works are organised.
- IQAC Plans to organise NAAC Sponsored National Seminar. For this purpose, Sub-Committees are formed and correspondences are being made. The Seminar has been organised on 12th and 13th November, 2013.
- MoU with reputed Institutes is planned. MoU is made with S. N. Bose Research Institute.
- To contribute more books for the Library.
- Out of Sanctioned Grant Books and Journals are subscribed.
- Plan of constructing more Classrooms and Building Sub-committee initiates action in this matter.
- Plan of purchase of more modern instruments for labs. Purchase Sub-Committee invites the lists of instruments from the departments.

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

- Emphasises more research activities and quality teaching.
- Promotes student centric learning and motivates the students in sports and cultural activities.

(For more best practices please see annexure - III)

7.4 Contribution to environmental awareness / protection

- Lecture on Environmental Awareness.
- Development of “No Smoking Zone”.
- Boards containing messages of environmental protection.

7.5 Whether environmental audit was conducted? Yes No

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

Please see Annexure - IV.

8. Plans of institution for next year

- After Autonomous Status syllabus will be restructured.
- Communicative English and Computer Fundamentals will be included in the syllabus as Credit Course.
- As per Autonomous Guidelines, Semester System of Examination will be introduced.
- Invited lectures and Guest lectures will be arranged more
- Controller Section will be opened
- More subjects in Post Graduate Departments will be introduced.
- Toilets and Common Rooms will be renovated.
- Girls' Hostel to be expanded.

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Annexure I

ACADEMIC CALENDAR ❖ JULY 2013 – JUNE 2014

First Term (From July to September)

Admission Notification for 1st year classes after the publication of H.S. Results.	-	1st Week of June
Admission to 1st year	-	3rd week of June
Admission to 2nd year	-	2nd week of July
Beginning of 1st year & 2nd year classes	-	16.07.2013
Admission to 3rd year classes	-	1st week of July
Beginning of 3rd year classes	-	01.08.2013
1st Class Test & Seminars of the Departments with normal classes- Id-Ul-Fitre	-	1st week & 2nd week of August 09.08.2013 (Holiday)
Normal Classes	-	10.08.2013 onwards
Independence Day	-	15.8.2013 (Holiday)
Normal Classes	-	16.8.2013 onwards
Janmasthami	-	28.08.2013 (Holiday)
Normal Classes	-	29.08.2013 onwards
Second Class Test with normal classes	-	15.9.13 to 17.9.13 & Classes onwards
University Foundation Day	-	29.09.2013 (Sunday)
Normal Classes	-	30.09.2013
Gandhi Birthday	-	02.10.2013 (Holiday)
Normal Classes	-	03.10.2013
Mahalaya	-	04.10.2013 (Holiday)
Normal Classes	-	05.10.2013 onwards
Puja Holidays	-	10.10.2013 to 05.11.2013

Second Term (From October to December)

Opening of College and normal classes after Puja Holidays	-	06.11.2013 onwards
Jagaddhatri Puja	-	11.11.2013 (Holiday)
Normal Classes	-	12.11.2013 onwards
Maharam	-	14.11.2013 (Holiday)
Third class test & Seminar with classes	-	03.12.13 – 05.12.13 & Classes onwards
Practical Exam for Lab-based subjects with usual classes	-	(To be held by the Depts. in Dec, 2013)
X-mass Day	-	25.12.2013 (Holiday)
Winter Recess	-	26.12.2013 to 31.12.2013
Academic Excursion	-	26.12.2013 to 01.01.2014
Principal's Discretion	-	4 days

Third Term (From January to June)

Normal Classes after Winter Recess	-	02.01.14 onwards
Students' Seminar Lectures with classes	-	7th & 8th Jan., 2014 & Classes onwards
Pous Parvan & Fateha-Duaz-Daham	-	14.01.14 (Holiday)
Normal Classes	-	15.01.14 onwards
Netaji's Birthday	-	23.01.14 (Holiday)
Normal Classes	-	24.01.14
P.N.Ghosh Memorial Lecture with Normal classes	-	28.01.14
College Foundation Day	-	30.01.14
Post Foundation Day Holiday	-	31.01.14 (Holiday)
Normal Classes	-	01.02.14 onwards
Saraswati Puja	-	04.02.14 – 05.02.14 (Holiday)
Normal Classes	-	06.02.14 onwards
Fourth Class Test with normal classes	-	18th Feb. to 20th Feb. 2014
Reunion of Midnapore College Alumni Association	-	Mid. February, 2014
Fifth Class Test of 3rd year classes	-	1st March to 7th March, 2014
Closing of 3rd year classes	-	07.03.14
Doljatra	-	16th & 17th March, 2014 (Holidays)
Good Friday & Easter Saturday	-	29th & 30th March, 2014 (Holidays)
Normal Classes of 1st year & 2nd year	-	01.04.14 onwards
Fifth Class Test with normal classes of 1st yr. & 2nd yr.	-	1st week of April, 2014
Cultural Programme & College Annual Social Function	-	2nd week of April, 2014 (Classes will be held)
Closing of 1st & 2nd year classes	-	12.04.14
Chaitra Sankranti	-	14.04.14 (Holiday)
Bengali New Year's Day	-	15.04.14 (Holiday)
May Day	-	01.05.14 (Holiday)
Part III Final Examination	-	1st week of April onwards
Rabindranath Tagore's Birthday	-	09.05.14 (Holiday)
Part II Final Examination	-	Mid. May 2014
Part I Final Examination	-	Last week of June, 2014
Summer Recess	-	16.05.2014 to 30.06.2014

During Recess class lectures only will remain suspended. But examination/invigilation duties and evaluation of answer scripts by teachers will be continued as per schedule.

The above Academic Calendar schedule is tentative and may change, if necessary.

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Feedback Analysis on Teaching and other aspects of the College:-

- IQAC attaches importance to Students' feedback on teaching. This feedback is taken annually from the outgoing students of both UG and PG. This is conducted by IQAC.
- Students are given instruction on the feedback paper to evaluate teachers by giving marks from 10 to 1 and also not to put their signatures on the papers to maintain confidentiality.
- Students are asked to assess Subject Knowledge, Communication Skill, Accessibility of Teacher, Ability of teacher to connect the subject with the real aspect of life and modern theoretical developments, sincerity and preparation of the teachers.
- The feedback is assessed by IQAC for the year 2013-2014 and discussed with the Teacher-in-Charge. It is observed that the performances of the majority of teachers are highly satisfactory and satisfactory. But the students are not satisfied with the teaching of a few teachers. Then the Principal calls the concerned teachers and motivates them to teach qualitatively and upgrade teaching more and more.
- It is also observed from the feedback analysis of 2013-2014 that the students require revision of syllabus, interdisciplinary course, training in Computer use. They want more accommodation in Boys' Hostel, more increase of Sports facilities, more intake capacity in the Subjects.
- The students show zeal for Autonomous Status of the College.
- The Alumni Association stresses the introduction of new subjects and progress towards obtaining Autonomous Status of the College.

7.3 Best Practices of the College:-

- i. Midnapore College N. C. Rana Sky Observation Centre organises symposia to explain notable phenomena of meteor showers, comets, variable stars, some sun spots etc. and transits of Mercury and Venus.
It organised LAB to LAND programme for students through 10⁰ Meade Cassegrain Telescope with a CCD Camera.
It also forecasts local weather which helps the local farmers and fishermen for their agriculture and fishing.
- ii. Midnapore College Centre for Scientific Culture inculcates scientific outlook among the Students. It organises orientation programme for College Teachers and Workshops for College Students in Science Subjects. It helps the students of other Schools and Colleges also to make experiments. Science awareness among local people is being instilled to eradicate prejudices and superstitions.
- iii. Science Day is observed every year with Seminar Lectures by erudite scholars.
- iv. P. N. Ghosh Memorial Lecture is arranged every year with special Lecture by eminent Scientist/ Litterateur/ Historian/ Philosopher.
- v. Bigyan Parishad (Science Association) of Midnapore College organises Quiz, Poster Competition, Model Show for the students.
- vi. Cultural Competitions organised by Students' Union pickup Students' inner potentialities in song, dance, recitation, elocution etc.
- vii. Apart from NSS activities, students themselves are involved in Clean Campus Campaign.
- viii. Ex-situ Medicinal Plants Garden and Herbarium help both the students and the local people in identifying the useful plants for medicine and also preserving rare species of flowers and plants.
- ix. Lectures by Teachers on great men like Vivekananda, Vidyasagar, Acharya Jagadish Chandra Bose, Acharya Prafulla Chandra Roy and many others on their respective birthdays inculcate morality, nobility and inquisitiveness among students
- x. Documentary Film Shows after class hours on Saturdays open up new horizon of thinking among students.
- xi. Language Laboratory has been established and it helps students in learning languages in a sophisticated way.
- xii. INSPIRE programme is conducted often to search early talent in students.

7.3 SWOT Analysis:-

• STRENGTH

- Good Academic Ambience
- Excellent Results of Students in University Examinations
- Higher rate of Pass Percentage of students than other Colleges under Vidyasagar University.
- Satisfactory performances of students in JAM, JECA, GATE, NET/SET & other Competitive Examinations.
- Quality teaching-learning
- Enriched Faculty
- Achievements of students in sports and cultural activities.
- Strong Alumni Association
- Language Proficiency through Language Laboratory
- Ex-situ Medicinal Plants Garden and Herbarium
- Midnapore College N. C. Rana Sky Observation Centre for local weather forecast and studies in Astrophysics.
- Midnapore College Centre for Scientific Culture for Science Experiments beyond curricula.
- Emphasis on learning through ICT, Digital Library
- Increase of Research Activities.
- Remedial Coaching and NET/ SET Coaching
- Animal House.
- Publication and presentation of papers in State Level, National and International Seminars, Workshops, Journals and Magazines by teachers.
- Efficient and devoted Administrative and Ministerial Staff.

• WEAKNESS

- Some vacant teaching posts.
- Dearth of Non-teaching staff
- Lack of more space in campus
- Second campus required
- Necessity of creation of more fulltime teaching posts.
- Fund required for upgradation of Boys' Hostel and College Playground.

- **OPPORTUNITIES**

- To involve students more in research activities
- To open more PG Courses
- To give more scope of education to first learner generation
- To create efficient administrators and scientists
- To open Theatrical Troupe and Cultural Concert
- To sign MoU with Industries and reputed Institutes

- **THREATS**

- 75% class attendance of students
- To train all students in Communicative English and Computer Fundamentals
- To keep pace with social needs and academic progress
- To increase intake capacity of students in different subjects.
- To create teaching posts in the newly opened subjects.
- To engage experts for overall activities of the College.