

Annual Quality Assessment Report

2014-15



Prepared by

Internal Quality Assurance Cell

Sudhiranjan Lahiri Mahavidyalaya

Majdia, Nadia-741507, West Bengal

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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

1. Details of the Institution

1.1 Name of the Institution

Sudhiranjan Lahiri Mahavidyalaya

1.2 Address Line 1

PO: Majdia, Dist: Nadia

Address Line 2

City/Town

Krishnanagar

State

West Bengal

Pin Code

741507

Institution e-mail address

srlmahavidyalaya@rediffmail.com

Contact Nos.

03472-276206

Name of the Head of the Institution:

Dr.Sarojendra Nath Kar

Tel. No. with STD Code:

Mobile:

+91-9433756994/+91-8013970726

Name of the IQAC Co-ordinator:

Prof. Somnath Bandyopadhyay

Mobile:

+91-9434822635/+91-9679708159

IQAC e-mail address:

srlmahavidyalaya@rediffmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879): WBCOGN13585(for cycle-II)

1.4 Website address:

www.srlm.org

Web-link of the AQAR:

www.srlm.org/download.php?catagory=4.

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.37	2008	16.09.2008 to 16.09.2013
2	2 nd Cycle	B	2.84	2015	03.03.2015 to 02.03.2020
3	3 rd Cycle	NA	NA	NA	NA
4	4 th Cycle	NA	NA	NA	NA

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

23/06/2008

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

2014-15

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 -2008-09- 08/09/2009 (dd/mm/yyyy)
- ii) AQAR-2009-10 -27/09/2010(dd/mm/yyyy)
- iii) AQAR-2010-11-29/09/2011 (dd/mm/yyyy)
- iv) AQAR-2011-12- 27/12/2012* (dd/mm/yyyy)
- v) AQAR-2012-13(On line version)-07.12.2013, Revised version in Format effective from 01.01.2014-21.04.2014(dd/mm/yyyy)
- vi) AQAR-2013-14 (Soft copy through mail):23.09.2014

Note:*- On line version was submitted on 27.12.2012 and hard copy of the same was submitted on 13.10.2012.

1.9 Institutional Status

University	State	<input type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
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Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>
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Financial Status	Grant-in-aid	<input type="checkbox"/>	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>
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Totally Self-financing	<input type="checkbox"/>
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UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
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1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)
 TEI (Edu) Engineering Health Science Management

Others (Specify)

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

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="12"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="00"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="03"/> Faculty <input type="text" value="01"/>
	Non-Teaching Staff <input type="text" value="01"/> Students Alumni <input type="text" value="1"/> Others <input type="text" value="0"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text" value="Rs. 3,00,000"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos. <input type="text" value="01"/> International <input type="text" value="00"/> National <input type="text" value="00"/> State <input type="text" value="00"/> Institution Level <input type="text" value="01"/>	
(ii) Themes	<input type="text" value="Presentation of Self-Study Report during Peer Team Visit"/>

2.14 Significant Activities and contributions made by IQAC

During the year the IQAC :

1. Organized one Institution Level Workshop to facilitate all the Faculty Members, Staff Members to acquaint with the presentation of Self-Study Report before the NAAC Peer Team.
2. Conducted Peer Team Visit during 11-13th December, 2014 for assessment and accreditation for cycle-II.
3. Arranged Career Advancement for five faculty members;
4. Recommended Career Advancement of one faculty member.

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
<p>Academic proposals:</p> <ol style="list-style-type: none"> 1. Completion of opening of new Honours and General courses in Sanskrit & Education. 2. Opening of Study Centre of Kalyani University DODL. 3. Completion of process of conversion of self-financing subjects to regular subject within the ongoing academic session. 4. Submission of proposal for creating more whole-time teaching posts in the subjects , where the number of whole time sanctioned teaching posts are lower than the required number(e.g. History, Political Science, Sociology). 5. Opening of career oriented courses in the department of Commerce. 6. Recruitment of whole time teacher in the Department of English ; 	<p>Sanskrit(Gen) and Education(Gen) have been temporarily opened from the ongoing academic year.</p> <p>Process is going on.</p> <p>Communication has been made WBSCHE for No objection.</p> <p>No action has been taken</p> <p>No action has been taken.</p> <p>Two Whole time Substantive Teachers have been appointed on the basis of the recommendation of the West Bengal College Service Commission.</p>

<p>7. Meaningful result analysis of final University Examination immediately after publication of the same and recommendation of the ways to overcome the problem if any.</p> <p>8. Ensure achievement of at least 180 teaching days in the current academic session.</p> <p>9. Design the required mechanism for distribution of study materials among the students by the faculty member as per UGC guideline.</p>	<p>Action has been taken by all the Honours Departments.</p> <p>Initiative has been taken and teaching days have been improved.</p> <p>Positive action has been taken by the faculty members.</p>
<p>Administrative proposals:</p> <ol style="list-style-type: none"> 1. Appointment of required number of permanent staff to meet inadequacy of staff members. 2. Construction of at least two new classrooms within ongoing academic session to meet the growing demand for new class room. 	<p>Follow up continued. One staff member has appointed on daily wage basis to meet the shortfall of staff members.</p> <p>Proposal has been approved by the Directorate of RUSA, Govt. of West Bengal and 1st instalment have been disbursed. Necessary formalities are going on.</p>
<p>Proposals relating to Research and consultancy:</p> <ol style="list-style-type: none"> 1. Ensure adequate initiative on the part of Seminar & Research Forum to motivate faculty members to actively participate in different research activities; 2. Ensure at least one National Seminar in the College. 3. Timely publication of College Journal OPEN EYES. 4. Completion of publication of two pending Edited Books. 	<p>Budgetary allocations have been made out of College fund as well as UGC XIIth plan grant.</p> <p>No action has been taken. However approval of one National Level Seminar has been reached from UGC-ERO.</p> <p>Situation has been improved.</p> <p>No follow up has been identified.</p>

<p>Proposals relating to Cultural programmes:</p> <ol style="list-style-type: none"> 1. Increase number of events in the Annual College Cultural Programme SPANDAN. 2. Increase number of participation in external cultural competition. <p>Proposals relating to Games & Sports:</p> <ol style="list-style-type: none"> 1. Inter class games & sports events be regularized. 2. Ensure more participation in State level Games & Sports Competition <p>Proposal relating to community extension programme:</p> <ol style="list-style-type: none"> 1. Ensure at least twelve normal programme per unit of NSS; 2. More units of NSS should be opened to meet the demand of the students about the NSS. 3. Normal programmes should include more programmes based on science and environment. 4. Organization of more community extension programmes by the cadets of NCC. 5. Organization of community extension programme and social action programmes by the students other than NSS and NCC. <p>Proposal for College Library :</p> <ol style="list-style-type: none"> 1. Completion of automated accessation procedure within three months from the starting of the session. 	<p>Number of events has been increased.</p> <p>No action has been identified.</p> <p>No improvement may be identified.</p> <p>No improvement may be identified.</p> <p>Numbers of normal programmes have been decreased. However qualitative improvement of the programmes has been increased.</p> <p>Kalyani University has reduced the number of NSS Unit to one from the ongoing session.</p> <p>Positive action has been taken.</p> <p>Positive action has been taken.</p> <p>One sub-committee under UGC XIIth plan planning Board has been formed for that purpose.</p> <p>Additional personnel have been hired by the management to overcome the situation.</p>
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<p>2. Enhancement of subscription of more journals by at least one per subject within the ongoing academic session.</p> <p>3. Increase number of research oriented books on the recommendation of the faculty members.</p> <p>4. Clear disclosure of the number of text books, reference books and research-oriented books.</p> <p>5. Preparation of specific plan of action of purchase of research oriented books in consultation with the Seminar & Research Forum and IQAC.</p>	<p>Two new journals have been added.</p> <p>No action may be identified.</p> <p>No action may be identified.</p> <p>No action may be identified.</p>
<p>Others:</p> <p>1. Regularization of activities of Grievance Redressal Cell.</p> <p>2. Creation of awareness among the students about the anti-ragging policy formulated by the UGC.</p> <p>3. Inclusion all the stakeholders in the activities of the institution.</p>	<p>No positive action may be identified.</p> <p>Some proactive disclosure has been made by the anti-ragging cell.</p> <p>No positive action has been identified.</p>

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes

Management Syndicate Any other body

Notes:

In our College draft AQAR prepared by the Coordinator, IQAC in consultation with the Principal and other Teacher members is placed in the meeting of IQAC and on the basis of discussion in the same AQAR is finalized.

Tasks for a particular year are also communicated to different bodies like Teachers' Council, Academic Council, Library Committee and even to the Governing Body for carrying out necessary action , required for completion of the same.

Provide the details of the action taken

See point 2.15.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	0	0	0	0
UG	11	00	02	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	11	0	02	0
Interdisciplinary	02	00	00	00
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Nil
Trimester	Nil
Annual	11

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

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.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
17	08	07	01	01*

Note: *-Librarian.

2.2 No. of permanent faculty with Ph.D.

03

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
02	07	00	00	00	00	00	00	02	07

2.4 No. of Guest and Visiting faculty and Temporary faculty

14*

Note: *-Including three unapproved Part-time Teachers, two Contractual Teacher.

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	08	01
Presented papers	03	08	01
Resource Persons	00	00	00

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

Last year we have decided to upgrade ICT class rooms so as to make it in full operation. However the process is yet to be completed.

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

166

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 04

2.10 Average percentage of attendance of students 70

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Result withheld ¹	Division				
			Distinction %	I %	II %	P div %	Pass %
BA Hons in Bengali	131	61	1.43	1.43	94	N.A.	96
BA Hons in English	31	7	0	0	33	N.A.	33
BA Hons in History	68	18	6	6	86	N.A.	92
BA Hons in Pol.Science	24	1	4.35	4.35	91	N.A.	96
BA Hons in Philosophy	34	8	0	0	46	N.A.	46
BA Hons in Sociology	10	3	0	0	100	N.A.	100
BSC Hons in Geography	44	8	16.67	16.67	78	N.A.	94
BCOM Hons in Accountancy	4	2	0	0	50	N.A.	50
BA General	488	101	0	0	21	75	96
BSC General	76	1	0	0	64	17	81

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

IQAC regularly monitors teaching learning process by means of evaluating success rate of students from year to year and it monitors the same by means of getting feedback from the students, opinions of the faculty members, and considering opinion of different eminent academicians and changes undergone in the academic world it tries to make new road to further progress.

¹ Result withheld due to non-clearance of Part-II Examination.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	11	08	0	14*
Technical Staff	0	0	0	0

Note: We have appointed one office Assistant on daily wage basis to meet the deficiency of staff members.

Criterion – III

3. Research, Consultancy and Extension

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

IQAC of this Institution sensitizes or promotes Research Climate through the important organ ‘Seminar and Research Forum’. Last year it formulated some specific plans in consultation with the ‘Seminar and Research Forum’ towards this end. The effectiveness of the same is expected to be felt at the end of the ongoing academic session.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	1	0	0
Outlay in Rs. Lakhs	4.225	1.26	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	2	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	1	5	0

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			0	0
Minor Projects		UGC	0	Rs.196500
Interdisciplinary Projects			0	0
Industry sponsored			0	0
Projects sponsored by the University/ College			0	0
Students research projects (other than compulsory by the University)			0	0
Any other(Specify)			0	0
Total			0	Rs.196500

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	0	0	0	0	11
Sponsoring agencies	0	0	0	0	NA

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency

From Management of University/College

Total

Note:*- Includes budgeted amount of F.D.P.and College Publication.

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	0	0	0	0	0	0

Note: One faculty member availed UGC travel grant for attending and presenting paper at Finland.

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:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level	0	State level	0
National level	0	International level	0

3.24 No. of Awards won in NCC:

University level	0	State level	0
National level	12	International level	01

3.25 No. of Extension activities organized

University forum	0	College forum	84
NCC	06	NSS	78
		Any other	0

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

Major activities of NSS volunteers in the sphere of extension activities and Institutional Social Responsibilities involved organization of seminar on 'Social Waste Management', Child Rescue and Child Rehabilitation', 'Registration and Functions of NGOs', organization of survey on 'Child Health', Swachh Bharat Programme, Yoga Camp, Blood donation camp, Thalasaemia Blood Screening, Baby show, observation of different memorable days like Independence day, NSS day, World Aids day etc, Pulse polio camp, Beautification drive.

Major activities of NCC Cadets in the sphere of extension activities and Institutional Social Responsibility include observation of Independence day, Republic Day, Swachh Bharat Abhijan, World day against cancer, Word Yoga Day, World Tobacco Day, World Aids Day.

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	5.148 acres	Nil	NA	5.148 acres
Class rooms	19	Nil	NA	19
Laboratories	02	Nil	NA	02
Seminar Halls	01	Nil	NA	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		0	NA	NA
Value of the equipment purchased during the year (Rs. in Lakhs)		0	NA	NA
Others		Rs.3,43,767*	UGC XIIth plan grant, Development and Donation fund	Rs.3,43,767*

Note: Includes Land, Building, Furniture & Fixture, Library Books, Computer & Accessories.

4.2 Computerization of administration and library

<p>For computerization of administration we adopted following initiatives during last year:</p> <ol style="list-style-type: none">i) Implementation of COSA and E-pradan as per order of the Government of West Bengal;ii) Introduction of online admission system with effect from ongoing academic session.iii) Introduction of most of advanced students and accounting software.iv) Necessary financial allotment for hiring additional personnel to ensure speedy uploading library books and journals at library software SOUL.
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4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No. of Books	Value
Text Books	18004		459		18463	
Reference Books						
e-Books	Nearly 100,000 under Inflibnet N-List Programme				Nearly 100,000 under Inflibnet N-List Programme	
Journals	71		2		73 Including free journals	
e-Journals	Nearly 2100 under Inflibnet N-List Programme				Nearly 2100 under Inflibnet N-List Programme	
Digital Database						
CD & Video	50		10		60	
Others (specify)						

Note: Detail information may be available from Statement of Accounts for the year 2014-15.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	44	0	9	7	0	12	16	0
Added	0	0	0	0	0	0	0	0
Total	44	0	9	7	0	12	16	0

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

With a view to participating e-Governance initiative of the Government of West Bengal we adopted following initiatives:

Introduction of COSA and E-pradan for salary disbursement;

Introduction of online admission for admission of UG 1st year students.

We overhauled students' and accounting software by replacing the previous one, which has been become obsolete. The overhauling has come into effect at the inception of the ongoing financial year.

Lastly we also installed one new internet connection.

4.6 Amount spent on maintenance in lakhs:	
i) ICT	0.19
ii) Campus Infrastructure and facilities	0.07
iii) Equipments	0.56
iv) Others	0.03
Total :	0.85

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC contributes in enhancing awareness about student support services by means of monitoring and documenting the following activities of the College:
 Enhancement of Library Resources from year to year;
 Provision for financial support to the students, come from economically weaker sections;
 Monitoring activities of the Career Counselling Cell, Health Club etc.

5.2 Efforts made by the institution for tracking the progression

Our faculty members always devote their full efforts to ensure best academic achievement. They also maintain close contact with the passed out students for tracking their progression.

5.3 (a) Total Number of students	UG	PG	Ph. D.	Others
	4331	0	0	0

(b) No. of students outside the state Nil

(c) No. of international students Nil

Men	No	%	Women	No	%
	2917	67		1414	33

Last Year(2013-14)						This Year(2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC ²	Physically Challenged	Total
1736	1999	114	446	0	4296	1596	2094	88	553	0	4331

Demand ratio 1.16:1 Dropout : 6 %

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

From the year 2010 we started Coaching for Competitive Examinations under 'Entry-in-service' scheme under UGC XIth plan. Very recently we have formed Entry-in-Service sub-committee under UGC XIIth plan planning Board. The new committee is expected to start its functioning very shortly.

No. of students beneficiaries

NA

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

Note: We do not have sufficient infrastructure to maintain that data.

5.6 Details of student counselling and career guidance

We have reformed Career Counselling Sub-committee and the newly formed committee has already started its functioning.

No. of students benefitted

Nil

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

² OBC-(A+B)

5.8 Details of gender sensitization programmes

We have formed Equal Opportunity Cell and sent a proposal for financial grant under UGC XIIth plan for that purpose.

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 Rs.
Financial support from institution ³	699	1,45,675
Financial support from Government ⁴	412	78,72,400
Financial support from other sources ⁵	07	36,000
Number of students who received International/ National recognitions	0	0

³ We provide financial support to our students from Student Aid Fund;

⁴ Financial support from the Government includes Minority Scholarship, Scholarship from the Chief Minister's Relief Fund and Scholarship for Kannayshree awardees.

⁵ Sitaram Jindal foundation scholarship.

5.11 Student organised / initiatives

Fairs	: State/ University level	Nil	National level	Nil	International level	Nil
Exhibition:	State/ University level	Nil	National level	Nil	International level	Nil

5.12 No. of social initiatives undertaken by the students

84*

Note: *- Our students undertake social initiatives through NSS and/or NCC.

5.13 Major grievances of students (if any) redressed:

- i) We have opened two new subjects Sanskrit and Education;
- ii) We have appointed two whole time substantive faculties in English;
- iii) We have installed water purifiers at students' common room;
- iv) We have decided to extension of college building under RUSA Project.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The activities and future plans of Sudhiranjan Lahiri Mahavidyalaya are guided by its **Vision** and **Mission** which are reflected in its motto, '*Excellence through Dedication*'.

The vision of Sudhiranjan Lahiri Mahavidyalaya is to impart quality education by focusing on value addition with conventional education, by emphasizing social values, environmental awareness and extra curricular activities and make self-sufficient and socially responsible citizen and thereby become a premier institution in the region.

6.2 Does the Institution has a management Information System

Yes the Institution has clearly stated Management Information System. Details of MIS are given in annexure-III

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

6.3.1 Curriculum Development

Four of our faculty members are at the Board of Studies of the University of Kalyani. They actively participate in the Curriculum Development introduced by the University from time to time.

6.3.2 Teaching and Learning

Our Institution continuously strives for delivering quality teaching. With a view to ensuring that goal we adopts various measures like purchase of good number of books and academic journal in the College library, encouraging faculty member to participate in different faculty development programme, introduction of ICT class room etc. Further last year with a view to transforming ICT class rooms in more operational stage we have decided to upgrade the ICT class rooms. But full potentials of the same are yet to be achieved.

6.3.3 Examination and Evaluation

Our faculty members actively participate in final University Level Examination. During last year they discharged their duties like invigilation, paper setting, paper scrutiny, evaluation etc as assigned by the University. Some of faculty members also discharged their duties as member of University Examination Visiting Team.

6.3.4 Research and Development

- i) Research and Development activities of the College are run under supervision of our important organ '**Seminar & Research Forum**'.
- ii) A good number of seminars were organized by different academic departments under the supervision of 'Seminar & Research Forum'.
- iii) Department of Bengali approached to UGC-ERO for necessary funding to organize one National Level Seminar in collaboration with Assannagar MMT College
- iv) We have also published our journal 'OPEN EYES'(ISSN-2249-4332) , which is a peer reviewed Indian Journal of literature, Commerce, Economics and allied areas.
- v) One of our faculty members availed UGC travel grant for attending and presenting his researched paper at 36th Annual Conference of the International Association for Time Use Research, Turku, Finland.

6.3.5 Library, ICT and physical infrastructure / instrumentation

During last year-

We have utilized huge fund for deploying hired personnel to ensure speedy uploading of books and journals at newly installed library software SOUL.

We have decided to overhauling of students and accounting software.

We have installed software for implementing salary disbursement through COSA and E-pradan.

We distributed admission form for 1st year UG students through college website only.

We have decided to introduce online admission system from the ongoing academic session.

6.3.6 Human Resource Management

With a view to ensuring optimum utilization of manpower we introduced systematic distribution of work load among our staff members with due consultation with NTS Council as well as Joint Council of faculty members and staff members. Last we also revised the same with a view to making them more operative. We have also appointed one office Assistant on daily wage basis to meet deficiency of adequate staff.

6.3.7 Faculty and Staff recruitment

Last year we appointed one contractual full time faculty for the department of Geography, one guest lecturer in each of the department of Political Science, History, and Economics. We also appointed two whole time substantive faculties in the department of English on the recommendation of the West Bengal College Service Commission. We also approached to the West Bengal College Service Commission for appointment of more whole time substantive faculty. We also submitted necessary documents to the department of Higher Education, Govt. of West Bengal for approval of more staff members.

6.3.8 Industry Interaction / Collaboration

Last year the department of Bengali approached to UGC-ERO for necessary funding to organize one National Level Seminar in collaboration with Assannagar MMT College, which is situated in the surrounding of the district Headquarter. Necessary approval of the same has already been reached. This apart NSS units and NCC Unit organized different extension programmes in collaboration with various external agencies.

6.3.9 Admission of Students

Our admission process is governed by the rules of the affiliating University i.e. University of Kalyani. Our faculty members and staff member discharged their duties relating to admission of the students with utmost sincerity. We have introduced online admission process from the ongoing academic session as per direction of the Government of West Bengal.

6.4 Welfare schemes for

Teaching	√
Non teaching	√
Students	√

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

Note:*- Auditing for the year 2013-14 has already been completed. Formalities for auditing for the year 2014-15 have already been started.

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	Academic Council, IQAC
Administrative	No	NA	Yes	IQAC, Governing Body

Note: For the purpose of auditing our academic as well as administrative activities in the year 2008 we were assessed and accredited by NAAC and we have already reaccredited by NAAC on 03.03.2015.

6.8 Does the University/ Autonomous College declare 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?

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

6.11 Activities and support from the Alumni Association

Activities of our Alumni Association are felt satisfactory. The former students and a good number of academicians, who previously served our College, participate in the activities of the same. However awareness among most of the former students about the same is less than encouraging. We have to take appropriate corrective action to overcome the problem.

6.12 Activities and support from the Parent – Teacher Association

We believe that parents are one of the important stakeholders of Higher Education System. Though we are yet to regularize the activities of Parent-Teacher Association, a good number of academic departments arranged meeting with Parents with a view to share the opinion about quality teaching for the interest of the students. Details are available with concerned head of the departments.

6.13 Development programmes for support staff

Though we are yet to introduce any formal development programmes for our staff members, during last year management closely monitored the working conditions, distribution of workloads, pay related issues of the staff members through NTS council, Joint Council.

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

Our College is located in a rural area. Its physical atmosphere is really eco-friendly. With a view to sustaining this eco-friendly atmosphere NSS units, college green cell seriously monitor different activities like tree plantation, gardening etc.

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.

Hiring of outside skilled personnel for uploading books and journals on SOUL software in Central Library;
Appointment one contractual faculty in the department of Geography.

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

See 2.15

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

See annexure IV

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

With a view to ensuring environmental awareness as well as protection three units of NSS organized various extension programmes in their respective adopted villages. The cadets of NCC unit have also taken some initiative in this respect.

7.5 Whether environmental audit was conducted? Yes No

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

SWOT Analysis:

Our strengths:

- Faculty members are actively involved in academic as well as extra-curricular/outreach activities of the College. Some of them are also actively engaged in Research work in different Indian Universities.
- Staff members despite their heavy load of work actively perform their allotted duties.
- Most of the students have shown their excellence in academic as well as extra-curricular activities.

Our weaknesses:

- Performance of the students in English(Hons), Philosophy(Hons) B.Com(Hons) courses are not satisfactory at all despite several efforts of the Faculty Members;
- Still now some departments like Sociology, Political Science, Geography are teaching Honours courses with singly whole time faculty.
- Number of students in Commerce department is at stake.
- Poor infrastructure as compared to large number of students is also our major concern.

Our opportunities:

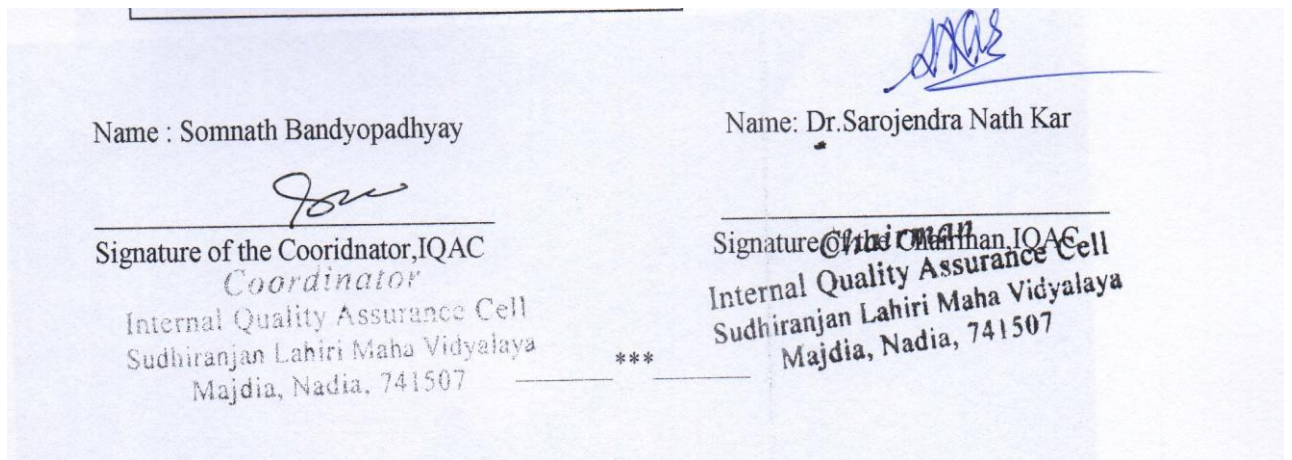
- Most of the students can fair well in all types of activities despite their socio-economic backwardness.
- Some of the faculty members teach in Post Graduation classes in different Indian Universities.
- Need and aspiration of the locality may also be identified as the major scope of further expansion of the institution.

Our threats:

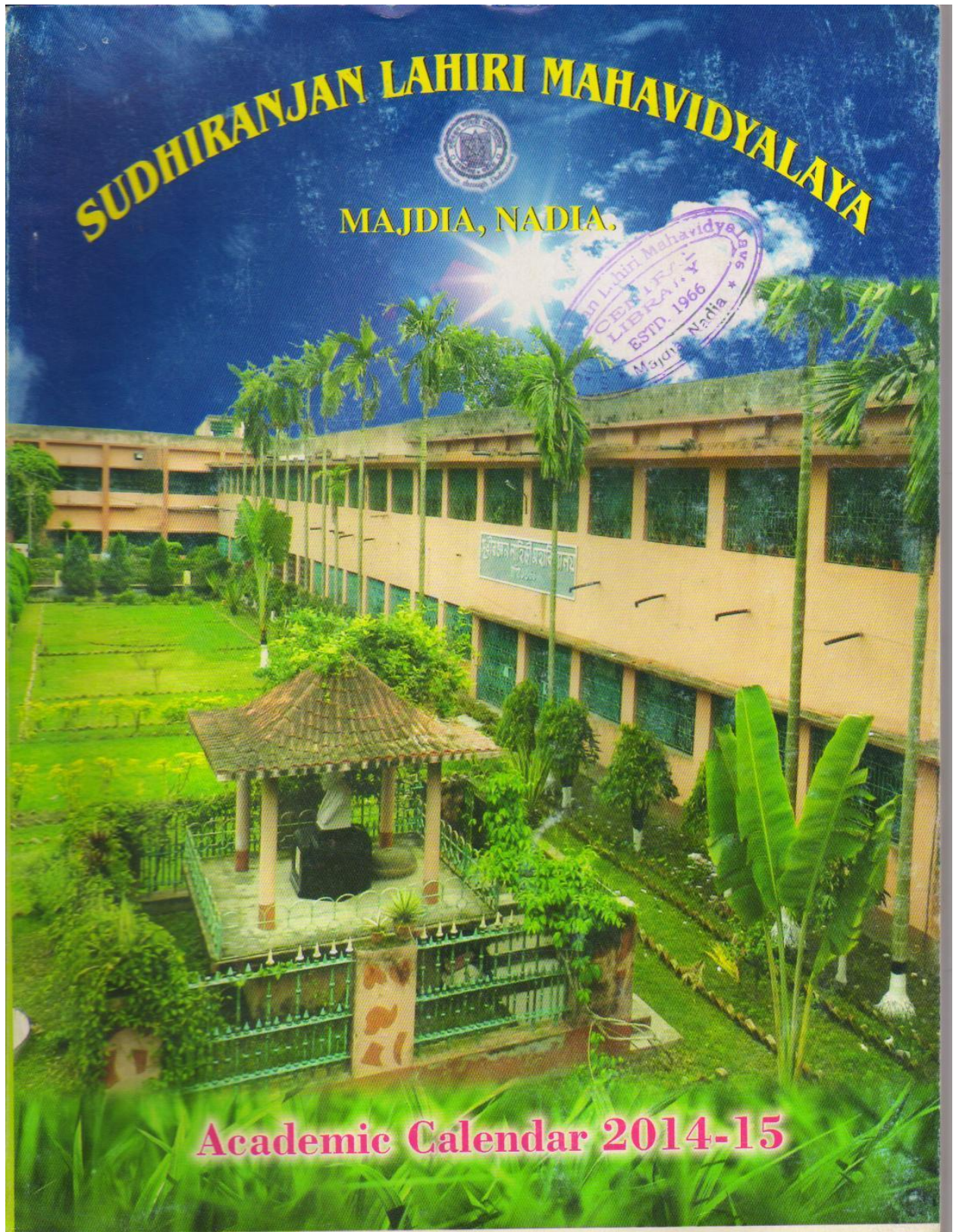
- Socio-economic backwardness of most of the students is major challenge before the Institution for achieving its goals.
- Lack of awareness about the development of the college among different stakeholders is a major threat before us.
- Inadequacy of permanent staff members also matters in the negative.

8. Plans of institution for next year

Plan of the institution is given in annexure-V



Annexure-I
Academic Calendar for the year 2014-15



Academic Programmes 2014-2015

July, 2014							August, 2014							
Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	
		1 Session Start	2	3	4	5							1 UE	2 TD
6	7	8	9 1st/3rd year Classes Start	10 TD	11 TD	12 TD	3	4 UE	5 TD	6 UE	7 UE	8 UE	9 Closed	
13	14 TD	15 TD	16 TD	17 TD	18 UE	19 Closed	10	11 UE	12 UE	13 TD	14 TD	15 Independence Day	16 Closed	
20	21	22 UE	23 TD	24 UE	25 UE	26 TD	17	18 UE	19 UE	20 UE	21 UE	22 UE	23 TD	
27	28 Closed	29 Id-Ul-Fitre	30 TD	31 UE			24	25 UE	26 TD	27 TD	28 TD	29 TD	30 TD	
							31							
Notes : TD-Teaching Day UE-University Examination							Notes : TD-Teaching Day UE-University Examination							

September, 2014							October, 2014						
Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
	1 College Foundation Day	2 TD 2nd year Classes Start	3 TD	4 TD	5 TD	6 TD				1 →	2 →	3 →	4 →
7	8 TD	9 TD	10 TD	11 TD	12 TD	13 TD	5	6 →	7 →	8 →	9 →	10 →	11 →
14	15 TD	16 TD	17 Biswakarma Puja	18 TD	19 TD	20 TD	12	13 →	14 →	15 →	16 →	17 →	18 →
21	22 TD	23 Maharaja	24 TD	25 TD	26 TD	27 TD	19	20 →	21 →	22 →	23 →	24 →	25 Page Vacation Ends
28	29 Page Vacation Starts	30 →					26	27 TD	28 TD	29 TD	30 TD	31 TD	
Notes : TD-Teaching Day							Notes : TD-Teaching Day						

November, 2014							December, 2014						
Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
						1 Jagadhatri Puja		1 TD	2 TD	3 TD	4 TD	5 TD	6 TD
2	3 TD	4 Muhamam	5 TD	6 Gurunanak's B. Day	7 TD	8 TD	7	8 TD	9 TD	10 TD	11 TD	12 TD	13 TD
9	10 TD	11 TD	12 TD	13 TD	14 TD	15 TD	14	15 TD	16 TD	17 TD	18 TD	19 TD	20 TD
16	17 TD	18 TD	19 TD	20 TD	21 TD	22 TD	21	22 TD	23 TD	24 TD	25 X-Mas Holiday Start	26 →	27 →
23	24 TD	25 TD	26 TD	27 TD SPAN-DAN	28 TD SPAN-DAN	29 TD	28	29 →	30 →	31 X-Mas Holiday End			
30													
Notes : TD-Teaching Day SPAN-DAN-the Cultural Fest							Notes : TD-Teaching Day						

Academic Programmes 2014-2015

January, 2015							February, 2015						
Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
				1	New Year's Day	2	TD	3	TD				
4	5	TD	6	TD	7	TD	8	TD	9	TD	10	TD	
11	12	Wakananda's B. Day	13	TD	14	TD	15	TD	16	TD	17	TD	
18	19	TD	20	TD	21	TD	22	TD	23	Netaji's B. Day	24	TD	
25	26	Saraswati Puja	27	TD	28	TD	29	TD	30	TD	31	TD	
Notes : ● TD-Teaching Day ● BA/BSc/BCom 3rd year Test Examination will be held tentatively in the 1st week of January ● Annual Sports will be held in January.							Notes : TD-Teaching Day						

March, 2015							April, 2015						
Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
1	2	TD	3	TD	4	TD	5	Dojatra	6	Holi	7	TD	
8	9	TD	10	TD	11	TD	12	TD	13	TD	14	TD	
15	16	TD	17	TD	18	TD	19	TD	20	TD	21	TD	
22	23	TD	24	TD	25	TD	26	TD	27	TD	28	Ramabmi	
29	30	TD	31	TD									
Notes : TD-Teaching Day, BA/BSc/BCom 2nd year Test Examination will be held tentatively in the 1st week of March							Notes : TD-Teaching Day, TE-Test Examination, BA/BSc/BCom 2nd year Test Examination will be held tentatively in the 1st week of April						

May, 2015							June, 2015						
Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
					1	TD	2	TD					
3	4	TD	5	TD	6	TD	7	TD	8	TD	9	Rabindra Jayanti	
10	11	TD	12	TD	13	TD	14	TD	15	TD	16	Summer Recess Starts	
17	18	→	19	→	20	→	21	→	22	→	23	→	
24	25	→	26	→	27	→	28	→	29	→	30	→	
31													
Notes : TD-Teaching Day							Notes :						

ACADEMIC YEAR : 2014 - 2015

The Academic year (2014-2015) consists of three terms which are the following :-

Gross Working Days : 270 Days (Excluding Sundays and other holidays but including Summer Recess)

Test Exam. : 3rd year : January 15th Tentatively.
2nd year : March, 2015, 1st Week, Tentatively.
3rd year : April, 2015, 4th Week, Tentatively.

University Exam days : 75 Days approx.
(The period involving university examination days may take away 45 college days when class teaching could be held.)

*** Net Teaching Days** : 190 Days

- » * "Net Teaching Days" excludes 9 (nine) college-days covering
(1) College Foundation Day, (2) Navin Baran Utsab Day,
(3) Annual Cultural Competition (Spandan) involving 2 Days,
(4) Annual Social Function Day, (5) Students' Union Election Day,
(6) Annual Sports Day and (7) Seminar / Symposium / Workshop involving 2 Days.

CULTURAL, OTHER PROGRAMMES, ACTIVITIES & DAYS OF OBSERVANCE

2014-2015

- Independence Day : 15.08.2014
- Navin Baran Utsab :09.2014
- College Foundation Day : 01.09.2014
- Annual Social Function : In the third week of December, 2014
- Publication of College Magazine : Tentatively on first week of January, 2015
- Parents Day : November, 2014/15
- Cultural Competition (Spandan) : December, 2014/15
- National Seminar / Conference : In the late of December, 2014-15
- Students' Union Election :
- Students' Union Formation :
- Annual Sports : In the last week of January, 2015
- Netaji's Birth Day : 23.01.2015
- Republic Day : 26.01.2015
- Re-union / Alumni Meet : February, 2015
- Saraswati Puja : 25.01.2015
- Bhasa Divas : 21.02.2015
- Rabindra Jayanti : 09.05.2015
- Environment Day : 05.06.2015

NCC & NSS Programmes

- Annual NSS Day / Youth Day :
- NSS Special Camp/s : Winter Camp - Last week of January, 2015

Annexure-II
Analysis of Students' Feedback

Feedback about different aspects of the Institution

Parameters	Percentage
Prospectus as the source of information about the subjects taught in the College	42
Prospectus as the source of information about the admission rules & regulations	31
Reputation of subjects taught as the motivator	57
Satisfaction about the subjects taught in the College	66
Average cooperation of the teachers of the other department	56
Satisfaction about teaching methods other than lecture method	37
Satisfaction of the Internal Examinations	40
Feeling of the outgoing students for further study	54
Very good student Teacher relationship	35
Cooperation of the college administration	48
Irregular participation of the students in co curricular activities	60
Role of student in students as only electors	55
High satisfaction of the students about the overall impression of the College	53

Evaluation of Teachers by the students

Parameter	Percentage
Source of knowledge	75.23
Distributor of knowledge	78.89
Knowledge about the subject taught	73.04
Completion of syllabi	60.78
Practical usefulness of teaching	65.24
Student teacher relationship	74.81
Overall impression	70.00

Annexure-III

Details of Management Information System

Administrative procedures including finance:

In the matter of administration the Governing Body of the College is the supreme authority. It formulates its administrative plans and programmes on the basis of recommendation of different sub-committees and rules, regulations, bye-laws framed time to time by the Government of West Bengal, University Grants Commission and the affiliating University i.e. University of Kalyani. At the interval of each period it evaluates whether those plans are properly implemented and finds out the problems in implementation of the same and adopts ways to overcome the situation.

In the matter of finance it prepares an annual budget of its income and expenditure on the basis of recommendation of the Finance Committee. The Finance Committee recommends the budget on the basis of past three years experience as well as rules, regulations, bye-laws framed time to time by the Government of West Bengal, University Grants Commission and the affiliating University i.e. University of Kalyani. At the interval of a particular period it reviews its budgeted actions and finds the way to overcome the situation.

Student admission:

In the matter of admission the Institution follows admission rules framed by the affiliating University. However internal rules and regulation regarding admission are recommended by the Teachers' Council following the guideline of the affiliating University.

Student records:

Student records of the College are maintained by using student software package. Generally student data are uploaded at cash counter where the students deposit their fees at the time of admission. Then those student data are disseminated to different segments like Academic Council, Teachers' Council, different academic departments and Internal Quality Assurance Cell

Evaluation and examination procedures:

Generally in the matter of evaluation and examination of the students of the College we follow the rules and regulations framed by the University. However it arranges Test Examination following the framework of University level of Examination for the students every year. Students, who qualify at the test examination are allowed for appearing at the University Examination and the students, who cannot are allowed at the consent of their guardian.

Further after publication of result of final University level Examination each of the academic departments evaluates the results of their students and presents the same to the College Governing Body through the Academic Council and recommends the name of the students, who are eligible for felicitation for their academic excellence and specific actions to be adopted for overcoming the challenges if any.

Research administration: Research activities of the College are generally conducted by the Seminar & Research Forum. The Seminar & Research Forum looks after the organization of Seminars by the different academic departments, research projects, conducted by the faculty members , participation and publication of the faculty members in different faculty development programmes.

Others:

Apart from above the College takes specific plans in various supporting activities like cultural programmes, games & sports , community extension programme, social action programmes based on science and environment through its various organs. At a specific interval it evaluates its performance in those activities and finds the ways to overcome the identified problems.

Annexure-IV Best Practices

1. Title of the Practice

- i) Introduction of COSA and E-pradan for salary disbursement;
- ii) Overhauling of students and accounting software.

2. Goal

The main objective of the institution is to transform the students into well meaning citizens through the committed pattern of instructions based on carefully prepared and well designed curricular aspects. The changing needs of the time are the basis while building a rich corpus of talent. Hence, the main objective of our college is to transform the students good citizens through well prepared faculties and staff members. Sudhiranjan Lahiri Mahavidyalaya aspires to have a transformational impact on students through comprehensive education by inculcating qualities of competence, confidence and excellence. To achieve that goal it is necessary to ensure up to date renovation of all of our academic as well as administrative activities.

Nowadays civilization is going on too fast riding on technology. Information is available by a click of mouse. So we also have to go parallel with global development of technology. Everybody is responsible for optimal utilization of technology to serve the society better. We also want to use the technology to ensure easier disbursement of salary and remuneration of faculties and staff members, whose salary and remuneration are paid by the Government of West Bengal. Thus we introduced the COSA and E-Pradan as part of participation at the e-governance initiative of the Government of West Bengal.

Sudhiranjan Lahiri Mahavidyalaya has become a pioneer institution in the state of West Bengal within a few couple of years from its inception in terms of teaching and learning, research and publication and co-curricular activities. Thus as a pioneer higher learning institution we can not deny the necessity of using most advanced technology to maintain systematic students and accounting data keeping. So, we overhauled our students' and accounting software by replacing old one , which has been become obsolete.

3. The Context:

In the era of globalization the entire world has become a global village. As an important part of society we cannot avoid that trend prevailing throughout the World. So, as per directives of the Government of West Bengal we introduced COSA and E-Pradan for salary and remuneration disbursement of faculties and staff members by giving away the traditional method as part of participation at the e-governance initiative of the Government of West Bengal.

Again with passage of time systematic data keeping relating to students and accounts has been become more complicated. That cannot be overcome with the use of technology, which is backdated and no up to date according to demand of the situation. So, we decided to replace the old students and accounting software by installing new one.

4. The Practice

The College did away traditional system of disbursement of salary and remuneration. Time has come for us to leave traditional system and to adopt its modern technology-enabled version for ensuring participation at e-governance. The system of the disbursement of salary and remuneration and submission of bills were very tedious and cumbersome. By introducing COSA and e-pradan for overcoming the problems we have ensured speedy and effective process of salary and remuneration disbursement.

Again with the increase of number of students, their diversification and number of activities it is not possible for ever growing higher learning institution to maintain students as well as accounting data with the use of technology, which is backdated and not at par with demand of the situation. By introducing up to date version of students and accounting software we have ensured transformation of students as well as accounting data keeping into more systematic and up to date.

5. Evidence of Success:

The college is located at an economically and socially backward area. In spite of that it was to maintain a considerable amount of liquid resources for maintaining timely disbursement of salary and remuneration as major drawback of traditional system of salary and remuneration disbursement. By introducing COSA and E-pradan it has ensured timely submission of the same directly from the Government and ensured availability of considerable amount of liquid resources for the development of college.

Again it is not possible by using older and backdated technology to maintain diversified students and accounting data. So by introducing more up dated version of students and accounting software we have ensured overcoming that problem.

6. Problems encountered and Resources Required:

We are facing the problem of scarcity of adequate skilled staff, who are habituated with modern technology. With the help of very limited skilled staff we are striving for smooth functioning of modern technologies.

Major resources for introducing COSA and E-Pradan have been financed by the Government of West Bengal and that for introducing students and accounting software have been financed from College own fund.

Annexure-V
Plans for the academic year 2015-16

Academic proposals:

1. Opening of new Honours courses in Sanskrit & Education.
2. Opening of new courses of emerging areas.
3. Opening of Study Centre of Kalyani University DODL.
4. Completion of process of conversion of self-financing subjects to regular subject.
5. Opening of career oriented courses as per recommendation of the NAAC Peer Team.
6. Ensure achievement of at least 180 teaching days in the current academic session.
7. Ensure maximum number of ICT enabled classes.

Administrative proposals:

1. More initiative to appoint required number of permanent staff to meet inadequacy of staff members.
2. Completion of construction of new buildings as submitted in proposal for RUSA project grant.

Proposals relating to Research and consultancy:

1. Ensure adequate initiative on the part of Seminar & Research Forum to motivate faculty members to actively participate in different research activities.
2. Ensure organization of research and professional development activities by all the academic departments.
3. Publication of e-version of the journal 'OPEN EYES'.

Proposals relating to Cultural programmes:

1. Increase the number of events in the Annual College Cultural Programme SPANDAN.
2. Increase the number of participation in external cultural competition.

Proposals relating to Games & Sports:

1. Inter class game and sports events be regularized and overcoming problems if any.
2. Ensure participation of students in state as well as national level games & sports competition.

Proposal relating to community extension programme:

1. Normal programmes of NSS unit should include more programmes based on science and environment.
2. Organization of more community extension programmes by the cadets of NCC.
3. Organization of community extension programme and social action programmes by the students other than NSS and NCC.

Proposal for College Library :

1. Completion of remaining tasks of automated accession process within ongoing academic session.
2. Ensure completion of redesigning of central library.
3. Increase number of research oriented books on the recommendation of the faculty members.
4. Clear disclosure of the number of text books, reference books and research-oriented books.
5. Preparation of specific plan of action of purchase of research oriented books in consultation with the Seminar & Research Forum and IQAC.

Others:

1. Regularization of activities of Grievance Redressal Cell.
2. Creation of awareness among the students about the anti-ragging policy formulated by the UGC.
3. Initiatives be taken by all the academic departments to tap the alumni for development of the institution.