



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	KALIYAGANJ COLLEGE
Name of the head of the Institution	DR. P. K. DAS
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03523258030
Mobile no.	9434305624
Registered Email	kaliyaganjcollege@rediffmail.com
Alternate Email	kaliyaganjcollege@gmail.com
Address	College Para
City/Town	Kaliyaganj, Uttar Dinajpur
State/UT	West Bengal
Pincode	733129
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Debashis Bhowmick
Phone no/Alternate Phone no.	03523258030
Mobile no.	8617054840
Registered Email	iqac.kaliyaganjcollege@gmail.com
Alternate Email	pikupijushdas@rediffmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<u>http://kaliyaganjcollege.ac.in/kaliyaganj_admin/upload/AQAR_Kaliyaganj_College_2018-2019.pdf</u>
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4. Whether Academic Calendar prepared during the year

if yes,whether it is uploaded in the institutional website: Weblink :	<u>http://kaliyaganjcollege.ac.in/kaliyaganj_admin/upload/AC_2019-20.pdf</u>
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5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	72.40	2007	31-Mar-2007	30-Mar-2012
2	B++	2.78	2016	02-Dec-2016	01-Dec-2021

6. Date of Establishment of IQAC

01-Aug-2007

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Programme on Green Campus	05-Jun-2019	250

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NAO	NIL	2020 0	0

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

IQAC tried to encourage the faculties for sharing their research outcomes through conducting Peer Talks. IQAC tried to inculcate values and ethics by conducting several programmes, like Celebration of Isswar Chandra Vidyasagar's 200th Birth Anniversary IQAC tried to launch and promote new value added courses like Interview Skills and MS Office IQAC tried to promote Cafeteria Approach through conducting several Inter disciplinary Semester. This served the purpose of Choice based Credit System too. Students of Sciences can get the flavor of Arts or Social Science and vice versa. IQAC tried to put emphasis on Rain Water Harvesting and Green Campus as the best practices of the institution.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality

Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Promote exchange of interdisciplinary knowledge	Successfully implemented it.
Encourage the faculties to promote research, consultancy	Successfully implemented it.
Promote Green Campus & Rain Water Harvesting as Best Practices of Institution	Successfully implemented as Hon'ble Chief Minister appreciated the project .
Launch Value Added Courses in Interview Skills & MS Office Basic	Successfully implemented it.
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14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
Administrator	17-Jul-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	12-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	Admission process is conducted by using CAS 7.1 software and Online Admission Portal by Aidni Infotech, Finance and Accounting is maintained by TALLY ERP 6.6 provided by Balurghat Tally Expert Centre. Student related activities like preparation of lesson plan, work diary, assignments, LSM and study materials preparation etc is managed by MIS support system by CAMPUS. The activities of IQAC is monitored and maintained by CAMPUS software. All cocurricular activities like value added courses is conducted by using CAMPUS software.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The College caters to the needs of young minds in their formative years of learning and career building. The College create a learner-friendly atmosphere within the college campus and make a healthy society by imparting advanced knowledge and education. The college believes in adopting all-round approach towards the effective delivery of the curriculum through a structured and transparent process. The curriculum helps to uplift the students for all round development by some ideal practices in academic, cultural, environmental or moral affairs with sound health and mind. Being affiliated to the University of Gour Banga all the departments of college follow the curriculum designed by the said University. From the year of 2019 the University of Gour Banga offered semester system (CBCS) in UG courses. All the departments in entry point inform the students about the CBCS mode of curriculum through the orientation programme and also in the classes. Each department explains to the students about the syllabus and lesson plan of CBCS system. The college offers the Under Graduate Course, Post Graduate Course (Distance mode under Vidyasagar University) and Vocational Course. The UG courses are Bachelor of Arts (Hons), Bachelor of Science (Hons), and Bachelor of Commerce (Hons). NCC Cadet and NSS Unit also running in the College. Specifying the goals and objectives some certificate courses are also offered by the Institution. All the department follow the strict observance to the time-table and course plan. The time table is formulated so as to finish the stipulated hours needed towards each subject. The course plan involves and encourages the teachers to include the different teaching methods and Pedagogy such as chalk and talk method, PPT presentations etc. During the semester, two Internal Exams are conducted. These internal assessments keep the students abreast of the subject, making their learning process easy and stress-free. For practical based subjects, a mock practical exam is conducted before the final exam. The HOD of each department monitoring the progress of the students through presentations in class and performance in the internal examination. The curriculum imparted wherever applicable field visits to various forests, or Institute of historical importance, or geographical field etc. Guest lectures by eminent academicians in the relevant area, short term projects etc. are also modes of imparting quality education. The plan infuses co-curricular and extra-curricular activities with academics to meet the objective of the course. Faculties are encouraged to attend various FDP and skill enhancement programme. Remedial classes are stretched to the student's regular basis. These classes are aimed at improving the performance of students who are struggling with their academics. The academic council of the college consists of the principal, head of the department and IQAC. All curriculum activities and preparation of academic calendar, planning of programs for curriculum enhancement are taken up by this committee. The academic and intellectual edifice of the Institution rests on the Institution Library which is a depository of all knowledge and information to the Faculty and Students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Communicat	NA	16/07/2019	90	YES	YES

ive English	NA	16/07/2019	90	YES	YES
Photography	NA	23/07/2019	90	YES	YES
Journalism	NA	16/07/2019	90	YES	YES
Community Health and environment	NA	14/08/2019	90	YES	YES
Computer Language	NA				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	DC, DSE, GE, ENVS, MIL, SEC, LC1, LC2	01/07/2019
BSc	DC, DSE, GE, ENVS, MIL, SEC	01/07/2019
BCom	DC, DSE, GE, ENVS, MIL, SEC, LC2	01/07/2019
BA	EEG, EBG, EHI, EPS, EEC (NSOU)	01/07/2019
BSc	EMT, EPH, ECH. (NSOU)	01/07/2019
BCom	ECO (NSOU)	01/07/2019
MA	PPEG, PGBG, PGHI, PGPS, PGELET, PGDAMC (NSOU)	01/07/2019
MSc	PGMT (NSOU)	01/07/2019
BLibISc	BLIS (NSOU)	01/07/2019
MLibISc	MLIS (NSOU)	01/07/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	BNGH, ENGH, HINH, SANH, HISH, PLSH, PHIH, ECOH, BNGG, ENGG, HING, SANG, HISG, PLSG, EDCG, PHIG, ECOG	01/07/2019
BSc	PHSH, CEMH, MTMH, CMSH, PHSG, CEMG, MTMG, BOTG, ZOOG, CMSG	01/07/2019
BCom	COMMH, COMMG	01/07/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Number of Students	Certificate	Diploma Course
	248	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Carrier-counselling	08/11/2019	42
MS Office Basic	08/11/2019	61
Interview skills	06/12/2019	35
Group Discussion	06/12/2019	34
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Industry Visit By the student of COMMERCE (Visited Manufacturing Unit of Kalyani Solvex Pvt. Ltd., Uttar Dinajpur)	10
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>The development of any Institution heavily depends upon a well-functioning feedback system involving all major stakeholders. Kaliyaganj College of Arts, Science and Commerce is affiliated to University of Gour Banga. The role of the institution in curriculum design is minimum. IQAC plays a fundamental role in feedback collection from various stakeholders, students, teachers, alumni, and employers. Each department categorizes the feedback into two sections - general departmental feedback and general feedback about the college. The departmental committee meetings and recommendations are implemented. The general suggestions about the college are summarized by the head of the department and submitted in the IQAC office. The IQAC coordinator categorizes the various areas viz. college cleanliness, hostel facility, cordiality of staff in college, etc. In supervision of IQAC, various departments and committees like anti-ragging and anti-sexual harassment committee, student welfare cell etc. reinforce the curriculum by incorporating updated information and diurnal social issues. The college conducts annual alumni and parents meet. Students Feedback: Students feedback on institution performance is evaluated based on the following parameters. The suggestions given by the students are discussed in the meeting of the internal management committee and action to be taken are drafted. The IQAC coordinator takes up the issue under IQAC Matter agenda and places it before the council. Teachers Feedback: The analysis of the teachers feedback reflects the adequacy and availability of teaching - learning facilities. The</p>

feedback from the teachers revealed the validity and adequacy of the syllabus. Various suggestions related to the modifications in the curricular content are noted and reported to the academic council for the better overall improvement of the institution and for further necessary action. Feedback from parents allows the institute to evaluate its service provision and thus cater to providing excellent service towards the students' progression. Parents feedback plays a very important role in the development and enhancement of the quality of the institution. The council finally gives its observations and recommendations which are implemented in the college. Parents' Feedback: Feedback from Parents allows the College to evaluate its service provision and thus cater to providing excellent service towards the students' progression. Parents' feedback plays a very important role in the development and enhancement of the quality of the College. The feedback analysis process has put an increasing emphasis on the need for the involvement of parents in the quality assurance of excellent education. Alumni Feedback: The contribution of alumni to the activities of the College is substantial especially in the design and development of the curriculum which in turn helps in the institution profile. IQAC is instrumental in collecting feedback from various stakeholders on the relevance of the curriculum prescribed by the University. Employers' Feedback: Employers' feedback also obtained. The Objective of this feedback is to collect the current inputs as required by the educational sector from time to time.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BNGH	164	632	99
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1599	0	40	0	40

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
40	40	8	8	0	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The development of any Institution heavily depends upon a well-functioning feedback system involving all major stakeholders. Kaliyaganj College of Arts, Science and Commerce is affiliated to University of Gour Banga. The role of the institution in curriculum design is minimum. IQAC plays a fundamental role in feedback collection from various stakeholders, students, teachers, alumni, and employers. Each department categorizes the feedback into

two sections - general departmental feedback and general feedback about the college. The departmental committee meetings and recommendations are implemented. The general suggestions about the college are summarized by the head of the department and submitted in the IQAC office. The IQAC coordinator categorizes the various areas viz. college cleanliness, hostel facility, cordiality of staff in college, etc. In supervision of IQAC, various departments and committees like anti-ragging and anti-sexual harassment committee, student welfare cell etc. reinforce the curriculum by incorporating updated information and diurnal social issues. The college conducts annual alumni and parents meet. Students Feedback: Students feedback on institution performance is

evaluated based on the following parameters. The suggestions given by the students are discussed in the meeting of the internal management committee and action to be taken are drafted. The IQAC coordinator takes up the issue under IQAC Matter agenda and places it before the council. Teachers Feedback: The analysis of the teachers feedback reflects the adequacy and availability of teaching - learning facilities. The feedback from the teachers revealed the validity and adequacy of the syllabus. Various suggestions related to the modifications in the curricular content are noted and reported to the academic council for the better overall improvement of the institution and for further necessary action. Feedback from parents allows the institute to evaluate its service provision and thus cater to providing excellent service towards the students' progression. Parents feedback plays a very important role in the development and enhancement of the quality of the institution. The council finally gives its observations and recommendations which are implemented in the college. Parents' Feedback: Feedback from Parents allows the College to evaluate its service provision and thus cater to providing excellent service towards the students' progression. Parents' feedback plays a very important role in the development and enhancement of the quality of the College. The feedback analysis process has put an increasing emphasis on the need for the involvement of parents in the quality assurance of excellent education. Alumni Feedback: The contribution of alumni to the activities of the College is substantial especially in the design and development of the curriculum which in turn helps in the institution profile. IQAC is instrumental in collecting feedback from various stakeholders on the relevance of the curriculum prescribed by the University. Employers' Feedback: Employers' feedback also obtained. The Objective of this feedback is to collect the current inputs as required by the educational sector from time to time.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1599	40	1:40

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
45	40	5	16	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NA	Nill	Nill
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end

				examination
BA	BNGH, ECOH, ENGH, HINH, HISH, PHIH, PLSH, SANH	1	27/02/2020	13/11/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College ensure that there is a uniform transparent method of assessment across all the streams. The college follow the guideline of the affiliated university and conducts internal assessment as per university norms. Before the introduction of CBCS syllabus i.e. from academic sessions 2016-17 to 2019-20 internal assessment was conducted to prepare the students for final exam. The college has constituted two committees, namely Examination Committee and Academic sub-committee to organize conduct and monitor all internal examinations under the supervision of IQAC. For 111 system the departments have regular class test, midterm test, pre final test, assignments, projects, field visit, etc. to enhance the learning outcome of our students. These are conducted as per schedule prepared by two respected department and intimated to the students at the beginning of each academic session. From the academic session 2019-20 CBCS syllabus were introduced by an affiliated university. According to university norms, the internal Assessment and External Assessment marks ratio for Practical based subjects and Non-practical based subjects are 20:80 and 36:64 respectively. The university conducts final examination for external assessment the college conducts the internal assessment. The students are evaluated twice in a semester externally and average marks are taken into consideration. In addition to this, class test case studies, field works, assignments, MCQ test, student seminar, PPT presentation, Project works, viva-voce, open book test industrial visit etc. are conducted in a periodic manner acceding to schedule prepared by the respective committees. The performances of the students in class tests (internal evaluation) are summarized and intimated to the students to discuss various areas of deficiencies. Finally, suggestions are given to the students in order to uplift their performances. These multidimensional evaluation approaches help the student to enhance their thinking ability and upgrade their experimental skill to the next level, so that they can perform better in the internal and external examinations for CBCS pattern (final examination for 111) of the University and also in entrance examinations for higher studies.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Institution prepared a Calendar as per the scheduled prescribed by the affiliating university (i.e. University of Gour Banga) for implementation of curriculum and participation in extracurricular and co-curricular activities. As per university rules and regulations academic activities run in the college throughout the year. At the beginning of session institution prepared an academic calendar to organize the curricular and extracurricular activities in the institution. In academic calendar institute adhered to available working days, Holidays, admission process, year wise and semester wise teaching Plans, tentative University semester(CBCS) and year(111) Examination days , tentative practical year and semester examination days, allocation of class test both for semester and (111) year ,pre test and test examinations for both semester and year, Practical assignment, submission of class test ,pre test and test Assessment work, ICT Lectures, Guest Lectures, celebration of various Birth and Death Anniversary, celebration of special days, Departmental class tests, Educational tour, organizing peer talk ,workshops / seminars activities are planned month wise and made implementation on it. As per academic calendar

Institution follows all the related curricular, Co-curricular and Extra-curricular activities for the better academic work. According to academic calendar institution participated in the extra-curricular activities like participation in Athletics, participation in Youth Festival, participation in Inter-collegiate sport competitions like football, NCC and NSS organized by the affiliating university. Besides this, institute arranged some curricular and co-curricular activities casually as per the guidelines suggested by the State Government of West Bengal time to time. Institute tries to run all the activities as per the academic calendar but some time due to circumstances some events scheduled gets change. During the year college was open for 263 days.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://kaliyaganjcollege.ac.in/kaliyaganj_admin/upload/Programme_Outcome_2019-20.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BNGH	BA	BENGALI	84	84	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://kaliyaganjcollege.ac.in/kaliyaganj_admin/upload/2.7.1_2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC	1.9	1.9
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Application of X-Ray Diffraction in Material Science for Structure Determination' (Peer Talk by Dr. Santu Chakraborty)	PHYSICS	13/03/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category

NA	NA	NA	Nill	NA
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Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up
NA	NA	NA	NA	NA
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	POLITICAL SCIENCE	2	Nill
National	HISTORY	1	Nill
National	ECONOMICS	1	Nill
International	MATHEMATICS	2	Nill
International	CHEMISTRY	2	1
International	ENGLISH	1	7.86
International	ECONOMICS	1	Nill

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
CHEMISTRY	1
BENGALI	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Influence of Induced Steric on the	S.S. Nag, G. Mukherjee, P. Barman, C. V.	Inorg. Chim. Acta	2019	Nill	IIT Guwahati	4

Switchover Reactivity of Mononuclear Cu(II)-Alkylperoxo Complexes	Sastri,					
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nill	Nill	0	NA
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	5	17	4
Presented papers	0	6	0	6
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NA	NA	0	0
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Games and Sports	1ST	UGB	20
Games and Sports	2ND	GOWB	10
Games and Sports	3RD	GOWB	6
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NA	NA	NA	0	0
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Teaching cum orientation	Rima Das	Kaliyaganj College	1
Teaching cum orientation	Tushar Kanti Karmakar	Kaliyaganj College	1
Teaching cum orientation	Zafar Iqbal	Kaliyaganj College	1

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nill	Nill	0

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NSOU	06/06/2019	To offer education in open system to large number of students	4

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
220	217.38

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Seminar halls with ICT facilities	Newly Added

Classrooms with Wi-Fi OR LAN	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar Halls	Newly Added
Laboratories	Newly Added
Class rooms	Newly Added
Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nill	Nill	Nill	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	21416	3446100	1808	633935	23224	4080035
Reference Books	1416	294072	223	103099	1639	397171
Journals	247	146350	27	23490	274	169840
CD & Video	30	0	35	0	65	0
Weeding (hard & soft)	90	9000	40	6000	130	15000
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	52	3	1	0	1	2	17	100	0
Added	0	2	0	0	0	0	0	0	0
Total	52	5	1	0	1	2	17	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Google meet, google class room, google jamboard, writing pad, Pen tablets, wacum graphics tablet, laptop, smart phone	https://www.kaliyaganjcollege.ac.in/learningmaterialsonline.html

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
38	37.66	5	4.9

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Kaliyaganj College is committed to delivering the adequate infrastructure to its departments and other functional space in order to promote teaching, learning and other process as specified by the stationary bodies both in regards to quantity and quality. The policy for the infrastructure management of the Kaliyaganj College has been formulated for managing infrastructure through need analysis considering the guideline of stationary bodies and development in technology including educational technology procurement of infrastructure in ensuring its quality and cost, timely up gradation proper accounting and safeguarding by assigning inventory number to each equipment and maintaining asset record upkeep of the equipment through regular cleaning preventive and the corrective maintenance. We believe that correct paraphernalia and its maintenance and preservation are necessary for quality academics and efficient administration of the college. At the time of the starting a new platform or a new development the undertaking department prepares a proposal for management starting a program or course or for the addition in intake of innovative ideas. In our college, we are always trying to enhance infrastructure by modernization and removal of obsolescences keeping in view the developments of technology and advancement in teaching learning process, requirements of the new program and the new initiatives. Developments such as centralized facilities for instructions and presentation for our staff and the students specially the detailed record of all infrastructure purchase to the management followed by booking and other norms for staff and the students. Record of all infrastructure including equipments, software, books and other items are maintained by all the respective department of the college. Physical verification of the entire infrastructure is carried out periodically and a list of missing items or damaged items or items not in used/absolute items is prepared and an appropriate authority takes action with regard to the shortage and writing off. The centralized office takes the entire responsibility for the carrying out regular maintenance activity as well as repair across the college campus. Depreciation is applied to the assessed annually based on the type of the assets such as furnitures and the fixtures, electrical installations, equipments, air conditioners, computer hardware and the softwares. All department in the college campus are responsible for

communicating and infrastructure malfunction and replacement or enhancement required to the component authority following due protocol.

http://kaliyaganjcollege.ac.in/kaliyaganj_admin/upload/4.4.2_2019-20.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Management Freeship	365	148850
Financial Support from Other Sources			
a) National	1. SC/ST/OBC and Minority Scholarship. 2. Kanyashree Sholarship.	2605	19133640
b) International	NA	0	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Entry-in-Service	06/08/2019	50	Teachers from others Educational Institutions, G.S. Mitra and associates. 7602743859

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Orientation on Higher Education	535	460	20	449
2019	Career growth & Job aspects	450	25	1	1
2019	Career guidance with mock interview	300	50	0	1

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	W.B.C.S.C, W.B.S.S.C, W.B.P Recruitment Board	166	19
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	58	BA	BENGALI	Gov't , Gov't aided and Private B.Ed Colleges. In different Universities like UGB, RGU, BU, NBU, NSOU, VU, RBU	B.Ed. or Master Degree in Regular or Distance mode.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SET	1
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
200 meter Run	Institutional level, District level, State level	8
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NA	Nill	Nill	Nill	Nill	NA
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students' Council of the College was formed as per the guidelines of the University of Gour Banga. Students' Representative (SR) is an indispensable part of Academic and Administrative bodies/committees of our institution. The students' representative is elected by the students in the presence of one Teachers' Representative to the College Governing body, the IQAC Coordinator and the Convenor of the Academic Subcommittee. As Students Representatives they convey the opinion grievances (if any) of the students in front of the Body/ Committees/ Cell convey the action taken reports to the students. The council helps develop leadership skills, communication skills, management, and environment awareness. Students are actively involved to ensure a secure environment for both boys and girls Student's member are part of library sub-committee. They actively participate in College cleaning Programmes with NSS. They motivate the students to actively participate in all the sports Cultural activities and also co-curricular activities organized by the college throughout the year. They themselves also participate in various activities of the college. They help the teaching staff of the college to organize departmental seminars/Workshops/Special Lectures and quiz. The Students Representative plays an important role in encouraging and motivating students to participate in NSS, NCC, various Skill enhancement Programmes. The students organize Saraswati Puja in the college under the leadership of Students Representatives. They also help to organize different sports activities and events and assist the teachers in making the event a success. They are well aware of the strength weaknesses of the college collect suggestions from students of different departments about how to overcome the weaknesses submitted to coordinator IQAC. As a most important Stakeholder of the college they actively participate in all round development of the college. The student committee members are also responsible for covertly spreading among the student body the need of the hour to treat our girls and women with respect. The students and teachers work together to bring in a healthy understanding of the two genders and improved cooperation between them within the college premises that they can carry forward into their life beyond the campus.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

210

5.4.3 – Alumni contribution during the year (in Rupees) :

55000

5.4.4 – Meetings/activities organized by Alumni Association :

Three meetings were conducted prior to the Alumni meet for the academic session 2019-2020. The main agendas were- I. To develop the academic environment of the institution. II. To develop the physical environment of the institution. III. To take the steps to make the college campus green. IV. To develop parent teacher relation. V. To resolve the problem if arises between the college society. VI. To raise the members of alumni association.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The management, Principal, IQAC, teaching faculty, NCC, NSS students representatives joins their hands to propose a plan, design the work and implement the approved plans. Thus the academic performance of an institution improve improvised by the decentralization policy followed by the active involvement of stakeholder management to bring forth good infrastructure and quality teaching which results in better learning outcome in the students. The role of examination committee and Academic sub-committee monitoring all exam related matters under the supervision of IQAC is enormous. The essence of having various committees and sub-committee as an approach to decentralization process involving the stake holders is important from the view point of achieving the mission and vision of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Kaliyaganj College is affiliated to the University of Gour Banga, Malda, and follows the curriculum as prescribed with the resource of the university. Faculty contributors of Kaliyaganj College are engaged with pretty a wide variety duties which consists of University paper corrections, Moderation, framing of University question papers etc.
Teaching and Learning	The College try its first-rate possible method of teaching. To make the college students proper outfitted with the current day technology, there is an essence on use of ICT enabled category as well. While the utilization of the everyday chalk and talk strategy of educating it is ensured that both inductive technique of instructing and deductive technique of educating is determined in order to deliver the wondering functionality of the students. Teachers are indulged in educating values, morals and ethics

which is applicable in day to day life. The college in addition organizes the value added courses for the college students on a huge range from time to time. Apart from these techniques, the faculties put together lesson plan, innovative pedagogical tools, remedial class, internship, workshops and projects to achieve the college students to bring forth. Moreover from the session 2019-2020 CBCS system of education is implemented. During the mid of March 2020 when the college was closed due to COVID-19 pandemic, the method of teaching was online mode. The faculty members of various departments have taken their classes in Google Meet platform or Google Classroom. From the academic year 2019-2020, from July to December business communication advanced for 2 months, soft skill training for 1 month for first semester, 2nd and 3rd year students were offered and from January to June for the academic year 2019-2020, the courses offered were interview skills for 3 months, MS Office for 1 month.

Examination and Evaluation

The College ensures uniform mode of evaluation for a range of streams .The College however, follows the pointers prescribed with the resource of the university bearing on to assessment. The university follows the (1 1 1) system of examination. The CBCS system was also introduced by the university during this session. Therefore, the college handled both the CBCS pattern for new admitted students and (111) system for the existing students. For the (111) system the procedure is the same as was followed in previous academic year. There is a provision of mid-term examination, class test and selection test conducted before appearing in the university final examination. The CBCS pattern divides the internal and external marks in the ratio 30:70. In the internal examination the students were evaluated on the basis of their attendance, internal assessments, tutorials and projects. The system of uploading the internal marks in the designated university portal is online. Due to the COVID-19 pandemic the CBCS and (111) pattern of examination was conducted online. The college Examination Committee and Academic Sub-Committee to

	<p>keeps a close vigilance regarding the upload of marks online for CBCS and also ensures online evaluation of answer scripts to be completed at stipulated time. The university had a paper correction portal specifically for the examiners which can be accessed through user id and password to be provided by the university via the Examination Committee under supervision of IQAC.</p>
<p>Research and Development</p>	<p>The College ensures uniform mode of evaluation for a range of streams .The College however, follows the pointers prescribed with the resource of the university bearing on to assessment. The university follows the (1 1 1) system of examination. The CBCS system was also introduced by the university during this session. Therefore, the college handled both the CBCS pattern for new admitted students and (111) system for the existing students. For the (111) system the procedure is the same as was followed in previous academic year. There is a provision of mid-term examination, class test and selection test conducted before appearing in the university final examination. The CBCS pattern divides the internal and external marks in the ratio 30:70. In the internal examination the students were evaluated on the basis of their attendance, internal assessments, tutorials and projects. The system of uploading the internal marks in the designated university portal is online. Due to the COVID-19 pandemic the CBCS and (111) pattern of examination was conducted online. The college Examination Committee and Academic Sub-Committee to keeps a close vigilance regarding the upload of marks online for CBCS and also ensures online evaluation of answer scripts to be completed at stipulated time. The university had a paper correction portal specifically for the examiners which can be accessed through user id and password to be provided by the university via the Examination Committee under supervision of IQAC.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The College is well equipped with the library facility with various books available for the students in various languages. There is also the</p>

infrastructural development in terms of library maintenance. 1808 new text books were added along with 223 reference books and 27 journals. By the start of 2020 due to the pandemic COVID-19 the classes were taken in online mode. The ICT enabled teaching learning was incorporated then in full swing.

Human Resource Management	<p>The College has a monitoring device of the faculty, non-teaching employees and useful resource staffs. The manner of taking leaves by the personnel of the college is properly maintained and has to go with the aid of a centralized system. The faculty members have availed research on-duty leaves. The research and self development with higher education relating to research is always encouraged and on-duty leaves were granted to the faculty members for participating, presenting various seminars and workshops. The college had provided on duty leave to the faculty members seeking to get themselves registered for faculty induction programme and refresher courses. The roster for the non-teaching job is maintained and carefully monitored by the head of the institution.</p>
Industry Interaction / Collaboration	<p>: Internships were provided to students with the institutions that the college is collaborated with like cooperative banks, agricultural farm etc. with COP (career oriented programme) and VAP (Value Added Programme) the students benefitted enormously.</p>
Admission of Students	<p>The college follows a method which is prescribed by the University for the purpose of taking students for admission. The mode of taking admission in the college is only online. The procedure that is adopted for admission involves publication of admission due date in an online mode through newspapers and college website, listing of candidate eligible for taking admission, fee payments and original documents verification for their admission to be confirmed.</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	The strategic planning is framed keeping in mind the mission and vision

of the college. The systematic teaching of lesson sketch and difficulty included via way of the college is nicely maintained and produced each time required with the aid of the management. The spacious room and availability of well-equipped library that can be accessed with the resource of both college students and faculty and non-teaching staff of the college and closely monitored by head of the institution under planning and strategic development. The cleanliness is taken care of inside and outside the college premises. Availability of drinking water, rest rooms, wash rooms, common rooms for boys and girls, gymnasium and sports room make the infrastructure of the college and students benefit from the infrastructural development of the college. Tenders are in addition invited for all vital purchase related matters.

Administration	<p>Recruitment, admission, infrastructural development, tutorial and different administrative activities are passed by the resolution by the authority and for the purpose of disseminating of information is being reflected in the college websites. Information to faculty and students are communicated in the form of written communication in the notice board, notice in the teachers' common room and the college website.</p>
Finance and Accounts	<p>The college employees are registered under HRMS. The college deduct a sum as per the consent of the personnel to be paid by the personnel as income tax. After the receipt of salary by employees, pay slip of the earnings will be surpassed to the personnel and signature at precise region is taken. There is a committed software application CAS 4.0 to display all the things related to finance and accounts.</p>
Student Admission and Support	<p>There is an on-line portal of university centered for students' admission with the aid of on line platform which is absolutely transparent. The on line gateway makes economic transaction transparent. The college students after being admitted in the college, the critical records like fee payments, registration due date, student scholarship important</p>

factors etc. are communicated to the college students via office, notice board for students and college website.

Examination

The college is affiliated to the University of Gour Banga, Malda. The information regarding the date of examination to be conducted by university for college students can be accessed by the students using university website, college websites and various whatsapp groups at departmental level. The Examination Committee and Academic sub Committee alongside with the Heads of various Departments decides on the mode of internal examination. The university follows (1 1 1) pattern of examination and the introduction of CBCS in the same academic year also follows the CBCS pattern. Under CBCS pattern the ratio of internal and external marks assign is in the ratio 30:70. The internal assessment comprise of class test, projects, seminars and attendance. The (111) pattern includes class test, mid-term examination and a selection exam before appearing in the university final exam. The admit card or hall ticket for college checks wishes to be generated on line by means of the use of university examination portal.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NA	NA	NA	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Training Program on Soft Skill	Training Program on Soft Skill	20/12/2019	20/12/2019	28	23

2020	Building E-resources	NA	02/05/2020	02/05/2020	30	Nill
2020	NA	Skill enhancement job for NTS	24/01/2020	24/01/2020	Nill	26
2020	Workshop on health hygiene social awareness on contagious diseases	Workshop on health hygiene social awareness on contagious diseases	17/04/2020	17/04/2020	33	25

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	12/09/2019	25/09/2019	14

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	0	0	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Provident fund as per government norms 2. Gratuity as per government norms. 3. Medical care at local hospitals if needed 4. Maternity leave to the women employees. 5. Paternity leaves are provided for all the Male staff. 6. Financial support to faculty for attending conferences/ seminars/ workshops in India and abroad. 7. On duty leave is provided for attending examination, valuation, BoS /BoE meeting, workshop, seminar,	1. Provident fund as per government norms. 2. Gratuity as per government norms. 3. Health insurance schemes. 4. Medical care at local hospitals if needed. 5. Maternity leave to the women employees. 6. Paternity leaves are provided for all the Male staff. 7. Casual leaves (CL) and earned leaves (EL). 8. Salary-in advance can be availed by staff in need. 9. Orientation programs for non-teaching staff. 10. Free Wi-Fi facilities are made available. 11. Gym	1. Fee Structure showing Fee concession for meritorious children. 2. Scholarships are provided to the students for motivating students to get university ranks and for achieving excellence in results. 3. Health related facility is available 4. Counselling 5. Restroom, Ramp facilities are available for especially challenged students. 6. Sanitary pad vending machines and incinerator machines are installed in every girl's washrooms. 7. Free Wi-Fi facilities

<p>conference, orientation course, refreshers course, faculty development program etc</p> <p>8. Staffs are encouraged for self-development and higher education 9. Casual leaves (CL) and earned leaves (EL) - For teaching staff 10. Staffs are allowed to use college ICT facilities for their research work</p> <p>11. Salary in-advance can be availed by staff if needed. 12. Well-equipped staff rooms for all the faculty members. 13. Free Wi-Fi facilities are made available. 14. Gymnasium for teachers.</p>	<p>facility is available for Non-teaching staff.</p>	<p>are made available 8. Half-fee concession from college authority 9. Gym is available for students.</p>
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6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The internal audit is conducted by external resource person (accountant) twice in a year. The field which are checked by the auditor are 1. Thorough assessment of the strength of internal check. 2. Vouch the grant-in-aid from the government carefully. 3. Verified the receipts of monthly fees from students, from counterfoils or carbon copy of the receipts. The auditor also sees whether cash received has been banked daily or not. 4. Other charges from the students such as examination fees, laboratory fees, fines etc. has been carefully verified. 5. Any fees received in advance is properly adjusted. 6. Any grant-in-aid or funds received for a particular purpose is utilised for the same. 7. The income from property, investment etc. is being properly verified from the vouchers. 8. While making payments of staff salaries, income tax is deducted at source and has been duly deposited with the income tax department. 9. All the assets and liabilities are verified with the receipt from students and scholarship register. 10. The donations and other subscriptions from the various authorities have been accounted for and acknowledged the same.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnts received in Rs.	Purpose
Kaliyaganj College	75000	Peer Talk and Seminar
View File		

6.4.3 – Total corpus fund generated

75000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	Yes	Campus Technology	Yes	Principal, IQAC, Kaliyaganj College
Administrative	Yes	Campus Technology	Yes	Kaliyaganj College

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parent-Teacher meeting is a regular activity of the college. The teachers met the parents on several occasions for the purpose of dissemination of information regarding their wards performance and other significant areas. The Parent Teacher meeting was held to discuss the following 1. Introduction of CBCS system by the university. 2. Regarding the poor performance of the students with respect to attendance and internal assessment, Parent-Teacher meeting was organised. 3. To give awareness on the importance of environmental protection.

6.5.3 – Development programmes for support staff (at least three)

1. Training programme on use of Banglar Uchcha Sikha Portal. 2. Training programme/orientation on CBCS pattern of exam. 3. Training programme on student admission software. 4. Efficiency development programme.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Introduction of LMS in teaching learning. 2. Application forwarded to the university and higher education department Government of West Bengal, requesting the sanctioning of courses like B.Sc Hons course in Zoology, Botany, Geography and Education. 3. Introduction of NSOU study center UG and PG courses from session 2019-2020.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nill	NA	Nill	Nill	Nill	0
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Menstrual Hygiene: An Important Indicator of	06/08/2019	06/08/2019	85	25

Women Empowerment				
Gender Sensitization among staff	12/09/2019	12/09/2019	50	30
The International Women's Day	08/03/2020	08/03/2020	65	30

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Students and stuffs of our college has planted medicinal plan in ours campus as to made Medicinal garden. Every year we try to increase the no of plants. For new comers we organize a walk around the garden and mention them the plan names as well their medicinal value. We also made our regular practice as to present a medicinal plan to our institute guest. We also encourage our students to taking care of our medical garden in regular basis.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	No	0
Ramp/Rails	Yes	4
Braille Software/facilities	Yes	4
Rest Rooms	Yes	4
Scribes for examination	Yes	4
Special skill development for differently abled students	Yes	4
Any other similar facility	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	15/07/2019	1	Ragging is Crime	Awareness about ragging. Why students should keep away from this	700

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct of different stakeholders	08/07/2019	Teacher: Code of conduct of teachers and non-teaching employee is monitored by principle IQAC cell of the college. Student: Code of conduct of student is monitored by principle, teachers, non-teaching employees of the college. Guardian: Guardians are usually follows code of conduct. If any problems arise, principle deals the matter.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Kaliyaganj College celebrated the 73rd Independence Day Independence day	15/08/2019	15/08/2019	230

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Various tree plantation.
2. Rain water harvesting.
3. Bird nest
4. Highly discourage of using plastic.
5. Bio-gas.
6. Vermicomposting pits for solid waste management.
7. E-waste management.
8. Horn free campus.
9. Safe walk place for pedestrian.
10. Campus cleaning campaign by college NSS unit.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Green Campus. 2. Use of ICT and LMS. 3. Local cottage industry. 4. Bird nest 5. Herbal/Medicinal Garden We continue our previous year best practices along with introducing the followings: Practice 1: Title: Green campus Objective: The idea behind the green campus activity was to propagate the message that planting trees helps to maintain a clear eco-friendly environment reduces pollution and improves the green ambiance. The objective is to improve the efficient use of all resources, including energy and water, and to reduce consumption and the amount of waste produced, recovering and recycling waste where possible protect and conserve ecological systems and resources within the college campus. The Context: The college introduced tree plantation programme as the whole world is facing the problem of global warming and other environmental-related issues. To recover from such a problem planting trees is become inevitable one of the most important aspects today. The institution has taken steps to become an environmentally conscious space and regulate its demand for limited natural resources. This became necessary because the world is facing incomparable environmental challenges such as climate change, pollution, waste mismanagement, and the biodiversity crisis. The Practice: The college runs its practices on regular basis. It is important that students must

be made aware of their duties and responsibilities towards society and the world at large. Being sensitive and responsive to the environment is a trait

that has to be inculcated in children at a young age in school and be reinforced at the level of higher education. This framework includes generic guidelines to make green campus activities as far as possible and includes discussion and guidance on sectors such as campus planning, designing and development, green catering and waste management. Evidence of Success: Each initiative undertaken by the College is a small step to contribute to the greater good of humankind. As it may be understood these initiatives take time to bring about significant changes however, the efforts are bearing fruit and gradual changes are becoming visible. Problems Encountered and Resources

Required: The College is attempting to raise funds for implementing better work. Practice 2: Title: Use of ICT and LMS Admission process is conducted by using CAS 4.2 software and Online Admission Portal by Aidni Infotech, Finance and Accounting is maintained by TALLY ERP 5.5 provided by Balurghat Tally Expert Centre. Student related activities like preparation of lesson plan, work diary, assignments, LSM and study materials preparation etc is managed by MIS support system by CAMPUS. Free Wi-Fi facility is provided throughout the campus with high speed internet connection(bandwidth 100 Mbps). Six seminar halls with

ICT facilities are used for seminar/ conferences/workshop/students related cultural activities/Govt. sponsored program. Eight class rooms with LCD projector facility are available for the faculty members to interact with the students. A good numbers of computers with internet connection are provided to the students for their academic activities. The activities of IQAC is monitored and maintained by CAMPUS software. All co-curricular activities like value added courses is conducted by using CAAMPUS software. Practice 3: Title: Local Cottage Industry Development Consultancy. Objective: The main objective is to promote and protect the trade and find out the ways and means for the same. To develop and maintain friendly relations amongst the members of the society and all persons engaged in the trade industry, handlooms, handicrafts, service

sectors, farming sectors. The Context: The institution introduced a local cottage industry development unit to establish a linkage and collaboration with artisans for marketing their products. The Practice: Departmental faculties of Economics, Commerce and Chemistry meet with the artisans who need support in marketing. Evidence of Success: Cottage industries also are an important source

of employment, especially in rural areas. The institution helps the needy artisans by calculating justified price of the product promoting the sales of the product as it could be easily sold. Problems Encountered and Resources

Required: The college requires some financial support to assist these poor artisans. Practice 4: Title: Bird Nest Objectives: To increase the number of birds and conservation of these species and make artificial bird nests to maintain the ecological balance of nature. The main goal is to spread awareness in society about this problem. Context: Due to the excessive deforestation, growing urbanization and increasing human population, the number of birds is depleting very fast as they struggle for food and proper shelter. Lack of greenery, high-rise buildings and radiation from cell phone towers affects birds badly. Such unprecedeted change puts the birds at risk which results in declining their number. The Practice: The institution regularly undertakes environment-related programmes. Taking a holistic approach to saving birds, the college has initiated the Save Bird programme make artificial bird nests, provides food grain to feed the birds at specific feeding places. Evidence of

Success: Since the implementation of the bird nest project, it has been observed that many birds have started flocking in the college premises. Nesting materials like fibers, jute were also kept at the college premises that helped

the birds in building the nest. An increase in the number of local birds reported that signifies the reproductive success of these birds. Problem

Encountered: Making and installation of artificial bird nests and their maintenance is a difficult task. Practice 5: Title: Herbal/Medicinal Garden

Objective: There are two aspects of herbal gardening one is the medicinal purpose and another is beautification purpose. The Context: Kaliyaganj college herbal garden has various types of medicinal plants. These medicinal plants consider as rich recourses of ingredients that can be used in ayurvedic medicine. Moreover, some plants consider as an important source of nutrition. **Practice:** College has a motive to collect more numbers of such types of plants which have a medicinal value. **Evidence of Success:** The students and teachers collect medicinal plants from the college garden during the year as per need. A dedicated team consists of NSS and NCC volunteers who look the matters. Local people can also benefit from this garden.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://kaliyaganjcollege.ac.in/kaliyaganj_admin/upload/7.2.1_2019-20.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Kaliyaganj College is in a rural background and the motive behind establishing this was to provide quality and outcome-based education for the students belonging to this area. Institute is trying to make students competent to face challenges in today's world. Kaliyaganj College is established in 1968 with only six general subjects and gradually has unfolded its potentialities by introducing Honours courses in Science, Arts and Commerce subjects. To keep up with the changing times we have introduced Computer Science. Till today the college is maintaining the balance between tradition and modernity. The vision is to empower students to take charge of the future and make a difference in the world. The regular activities of the college run with the aid of modern facilities: ICT-enabled classrooms, laboratories with updated equipment, library, conference hall, auditorium hall, modern gymnasium, etc. In the academic year 2019-2020, the College opened its doors to educational and cultural collaborations. While the College encourages academic excellence it lays great emphasis on personality development and community service. The purpose of empowerment is not just to help students to realize their privileged position but to also educate them on how to utilize their privilege to alleviate the suffering of others. Apart from the formal education, various advanced level courses like Interview skill, decision making, group discussion and free courses like jewellery designing, business communication is held in our college to impart self-confidence in students coming from less privileged homes, for first-generation learners and others. It also facilitates the process of scholarship grants provided by the National and State Governments. Comprehensive education is a vital aspect of training imparted in Kaliyaganj College and this intention was strengthened with the multiple collaborations with institutions of higher education and cultural agencies. The National Service Scheme (NSS) is a very important component of the College which constantly involves students and staff members in designing and implementing a large number of social welfare activities. By organizing blood donation camps, cleaning campaigns, and visits to NGOs these societies encourage participation from students.

Provide the weblink of the institution

http://kaliyaganjcollege.ac.in/kaliyaganj_admin/upload/7.3.1_2019-20.pdf

8. Future Plans of Actions for Next Academic Year

1. Implication of solar panel of our campus.
2. International seminar in various departments.
3. Making more greenery in our campus.
4. Encourage faculty members to take part in research.

