ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF IQAC: 2015-16

MAHATMA GANDHI COLLGE

LALPUR. PURULIA

723101

MAHATMA GANDHI COLLEGE* LALPUR* P.O.: DALDALI* DIST.: PURULIA* 723101

Part – A

1. Details of the Institution

1.1 Name of the Institution

> MAHATMA GANDHI COLLEGE

1.2 Address Line 1

> LALPUR, P.O.: DALDALI

Address Line 2

> P.S.: HURA

City/Town

> PURULIA

State

> WEST BENGAL

Pin Code

> 723130

Institution e-mail address

> mgclalpur@yahoo.co.in

Contact Nos.

> 9434214778

Name of the Head of the Institution:

> SRI KINKAR KUMAR GHOSH

Tel. No. with STD Code:

> 03252-240251

Mobile:

> 9434214778

Name of the IQAC Co-ordinator:

> RAHUL CHAKRABARTI

Mobile:

> 9434304721

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IQAC e-mail address:

mgclalpur@yahoo.co.in

1.3 **NAAC Track ID**   : WBCOGN13553

1.4   NAAC EXECUTIVE COUNCIL NUMBER AND DATE:

1.5 Website address:

www.mahatmagandhicollege.org

Web-link of the AQAR:

www.mahatmagandhicollege.org/AQAR2015-16.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.15	2008	2008 - 13
2	2nd Cycle	B+	2.53	2016	NA
3	3rd Cycle	NA	NA	NA	NA
4	4th Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   17.12.2008

1.8 AQAR for the year *(for example 2010-11)*   2015-16

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

AQAR	SUBMITTED ON
2009-2010	24.03.2011
2013-14	24.09.2015

1.10 Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes √   No ☐

Constituent College   Yes ☐   No ☐

Autonomous college of UGC   Yes ☐   No ☐

Regulatory Agency approved Institution   Yes ☐   No ☐

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

Type of Institution   Co-education √   Men ☐   Women ☐

                        Urban ☐   Rural √ Tribal ☐

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

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

1.11 Type of Faculty/Programme

Arts √   Science √ Commerce √ Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐   Health Science ☐   Management ☐

Others   (Specify)

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

> Sidhu Kanho Birsha University

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

Autonomy by State/Central Govt. / University
NO

University with Potential for Excellence
NO
UGC-CPE
NO

DST Star Scheme
NO
UGC-CE
NO

UGC-Special Assistance Programme
YES
DST-FIST
NO

UGC-Innovative PG programmes
NO
Any other *(Specify)*
NO

UGC-COP Programmes
NO

2. IQAC Composition and Activities

2.1 No. of Teachers | 04

2.2 No. of Administrative/Technical staff | 03

2.3 No. of students | 0

2.4 No. of Management representatives | 01

2.5 No. of Alumni | 0

2. 6 No. of any other stakeholder and

 community representatives | 02

2.7 No. of Employers/ Industrialists | 0

2.8 No. of other External Experts | 0

2.9 Total No. of members | 10

2.10 No. of IQAC meetings held | 03

2.11 No. of meetings with various stakeholders: No. | 0 | Faculty | 0

 Non-Teaching Staff Students | 0 | Alumni | 0 | Others | 0

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

 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

 Total Nos. | 0 | International | 0 | National | 0 | State | 0 | Institution Level | 0

 (ii) Themes

 NIL

2.14 Significant Activities and contributions made by IQAC

1. Incorporation of Add-On Course

2. Continuation of Remedial Coaching

3. Rennovation of the Seminar Hall.

4. Establishment of Career Counselling Cell.

5. ISSN for the college journal

2.15 Plan of Action by IQAC/Outcome

The plan of action made by the IQAC throughout the year the towards quality

enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
5 UGC Seminar Proposals	Proposal Sanctioned
The Prism was sought to be published for the first time with an ISSN	The Prism (ISSN-2229-7537)
Teachers were encouraged to engage themselves in research activities	Good number of teachers responded by trying to begin their Ph.D. and starting to write papers.
Importance of Unit-Tests were emphasized	Unit tests were taken.

ANNEXURE I: ACADEMIC CALENDER

2.15 Whether the AQAR was placed in statutory body   Yes | √ | No | |

Management | √ | Syndicate | | Any other body | |

Provide the details of the action taken

Management provided with patronage in organizing Seminars.

Unit Test was implemented.

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	05	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	1	0	0	0
Others				
Total	06	0	0	0

Interdisciplinary	
Innovative	

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

Pattern	Number of programmes
Semester	0
Trimester	0
Annual	05

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

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

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ANNEXURE II: FEEDBACK

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

NO

As the College follows the Syllabus and Curriculum of Burdwan University there is no scope of internal curricular designing, revision or upgradation.

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

UG PROGRAMMES	1
PG PROGRAMMES	N.A.
OTHER PROGRAMMES	Nil

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

TOTAL	Asst. Professors	Associate Professors	Professors	GLI	CWTT	PTT
16	13	03	NA	19	01	14

.2 No. of permanent faculty with Ph.D.

02

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
13	11	3	0	0	0	0	0	16	11

2.4 No. of Guest and Visiting faculty and Temporary faculty

19

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	31	01
Presented papers	01	08	0
Resource Persons	0	0	0

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

1. Technology enabled teaching and learning .Use of LCD projectors and audio-visual facility for teaching.

2. Lecturers, e-classes, giving the students downloaded study materials.

3. Departmental Unit-tests are taken.

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

187

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

75% of attendance in both Theoretical and Practical classes is

mandatory to appear in the University Examinations.

2.11 Course/Programme wise   distribution of pass percentage :

B.A(H) 90.34% -B.A(G)22.00%- B.COM(H) 80 %- B.COM(G) NA-B.Sc(G) :NA

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

IQAC through notification advises teachers to convene Annual Plan Meeting at the beginning of each session, assign syllabus to the departmental teachers, prepare time schedule for term tests & to convene term review meetings. IQAC also suggests the departments to organize e-classes, seminars, educational tours & excursions. In this way IQAC monitors and evaluates the teaching & learning processes of the college.

.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	03
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	02
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	01
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	14	03	0	02
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

1. IQAC encourages teachers to pursue research-works (Ph.D.).

2. The college authorities provide all possible support for carrying out research work.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.4 Details on research publications

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

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3.5 Details on Impact factor of publications: NA

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				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
OTHERS				
Total	0	0	0	0

3.7 No. of books published   i) With ISBN No. [01]   Chapters in Edited Books [0]

ii) Without ISBN No. [0]

3.8 No. of University Departments receiving funds from

UGC-SAP [NA]   CAS [NA]   DST-FIST [NA]

DPE [NA]   DBT Scheme/funds [NA]

3.9 For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]

Any Other (specify)

[   ]

3.10 Revenue generated through consultancy [NONE]

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3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	NA	NA	NA	NA	NA

3.12 No. of faculty served as experts, chairpersons or resource persons | 0 |

3.13 No. of collaborations   International | 0 | National | 0 | Any other | 0 |

3.14 No. of linkages created during this year | 0 |

3.15 Total budget for research for current year in lakhs :

From Funding agency | 0 | From Management of University/College | 0 |

Total | 0 |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NONE
	Granted	
International	Applied	NONE
	Granted	
Commercialised	Applied	NONE
	Granted	

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

Total	International	National	State	University	Dist	College
0	0	0	0	0	0	0

3.18 No. of faculty from the Institution | 0 |
    who are Ph. D. Guides
    and students registered under them | 0 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 0 |

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

JRF | 0 | SRF | 0 | Project Fellows | 0 | Any other | 0

3.21 No. of students Participated in NSS events:

University level | 15 | State level | 0

National level | 1 | International level | 0

3.22 No. of students participated in NCC events:

University level | 25 | State level | 96

National level | 13 | International level | 0

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 | 1 | State level | 1

National level | 0 | International level | 0

3.25 No. of Extension activities organized

University forum | 0 | College forum | 4

NCC | 0 | NSS | 4 | Any other | 0

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

NSS Units of the college organised an NSS District Level Camp. The Topic was Preservation of Cultural Heritage.

Blood Donation Camp.

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	40468.6 Sq Mt	Nil	UGC /MP Lad Fund, Student Fees, PUP	40468.6 Sq Mt
Class rooms	27	Nil		24
Laboratories	5	Nil		5
Seminar Halls	1	Nil		1
No. of important equipments purchased (≥ 10 lakh) during the current year.	0	0		0
Value of the equipment purchased during the year (Rs. in Lakhs)	32.2 L	3.3 L	UGC	35.5 L
Others				

> 1) Initiative has been taken to better our sports facilities by incorporating a cricket pitch, a badminton court .

4.2 Computerization of administration and library

1. Computerization of administration is done. All financial data is maintained digitally. In this connection we use pertinent software.
2. Library has a software –'Brainlib'.

4.3 Library services:**

	Existing (Approximate value)		Newly added		Total (Approximate value)	
	No.	Value	No.	Value	No.	Value
Text Books	18070	2147000 +	354	86000 +	14378	1843000 +
Reference Books	4521	693000 +	77	11500 +	3156	404500 +
e-Books	Nil	NA	97000 +	To be paid	97000 +	To be paid
Journals	21	8200 +	01	1500 +	22	9700 +
e-Journals	Nil	NA	6000 +	To be paid	6000 +	To be paid
Digital Database	Nil	NA	Nil	NA	Nil	NA
CD & Video	78	Free	06	Free	84	Free
Others (specify)	-	-	-	-	-	-

In the year 2014-15 32 books were lost.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	45	1	Cnnctd to 2Mbps speed	0	0	7	25	10
Added	3	0		0	0	0	3	0
Total	48	1		0	0	7	28	10

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

The college has internet facility and in accordance with the Govt. Regulations use all pertinent softwares.

The college library too uses related software. It has internet facilities.

4.6 Amount spent on maintenance in lakhs :

i) ICT | 0.64 LAKHS

ii) Campus Infrastructure and facilities | 15.82 LAKHS

iii) Equipments | 3.30 LAKHS

iv) Others | 4.008 LAKHS

Total : | 23.768 LAKHS

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> The college has Disciplinary committee, Anti-Ragging Committee and the Committee against Sexual harassment of Women. These Committees take care of day to day student support as and when needed. The IQAC regularly interacts with these committees. However, there has not been a single complaint received so far.

5.2 Efforts made by the institution for tracking the progression

> Regular meetings of the Teachers' Council are held. Teachers take care of day to day student support as and when needed.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2638	0	0	0

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%		Women	No	%
	1741	66			897	34

	Last Year						This Year				
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1365	563	150	425	12	2515	1431	591	157	445	14	2638

Demand ratio 3:1(App)   Dropout % 15 (App)

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

> The Career Counselling unit trained students for Competitive Examinations upto the academic year 2012-13. Thereafter the teachers have taken the initiative to run the scheme without remuneration.

No. of students beneficiaries

70

5.5 No. of students qualified in these examinations

NET	NA	SET/SLET	NA	GATE	NA	CAT	NA
IAS/IPS etc	NA	State PSC	undoc	UPSC	undoc	Others	undoc

5.6 Details of student counselling and career guidance

> A Career Counselling Cell had been established in our institute to look into the diverse socio-economic problems that confronted our students. One of the objectives of this cell was to help the students who come from economically backward families with placement opportunities and also provided institutional support. We also provided them guidance as to how they could make use of these opportunities from the institute but after 2012-13 this scheme continued to function without the financial help from the UGC and with the help of willing teachers.

No. of students benefitted

40

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
0	0	0	0

5.8 Details of gender sensitization programmes

> College organised a seminar on Women Empowerment on 18th March 2015 with assistance from UGC PBG grant.

5.9 Students Activities

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

State/ University level | 48 | National level | 0 | International level | 0 |

No. of students participated in cultural events

State/ University level | 20 | National level | 0 | International level | 0 |

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

Sports : State/ University level | 7 | National level | 0 | International level | 0 |

Cultural: State/ University level | 2 | National level | 0 | International level | 0 |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	50(PBF)	Rs13200
Financial support from government	1904	Rs89,38,000/-
Financial support from other sources	Not recorded	NA
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

Fairs   : State/ University level | 0 | National level | 0 | International level | 0 |

Exhibition: State/ University level | 0 | National level | 0 | International level | 0 |

5.12   No. of social initiatives undertaken by the student | 3 |

5.13 Major grievances of students (if any) redressed

NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision-To spread higher education.

Mission-To bring the students belonging to SC,ST,OBC and girl-students under the purview of higher education.

6.2 Does the Institution has a management Information System

NIL.

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

      6.3.1 Curriculum Development

As the College follows the Syllabus and Curriculum of S.K.B.University there is little scope of internal curricular designing.

6.3.2 Teaching and Learning

Although the syllabi are framed not by the college but by the university to which it is affiliated each department adopts some innovative processes in teaching and learning.

1.The faculties of each department meet at the beginning of each academic session for term-wise allocation of syllabus.

2. Technology enabled Teaching Learning process practised in college. LCD projectors and overhead projectors are used for teaching regularly.

3. Many Honours departments also organize State/National Level seminars. English and commerce departments arrange e-classes for the Honours students.

6.3.3 Examination and Evaluation

1. Class tests for departments.

2. The answer scripts of such tests are shown to the students.

6.3.4 Research and Development

1. A good number of our teachers are at present pursuing Ph.D.

6.3.5 Library, ICT and physical infrastructure / instrumentation

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

i)   The physical infrastructure has been improved.

ii) One new computer has been added to the library.

iii) Latest books are purchased every year

iv) Partial automation of the library service has been initiated.

v)   Every year classes on 'User-orientation' are arranged by the librarian.

vi) Internet service has been made available to the library users.

6.3.6 Human Resource Management

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

6.3.7 Faculty and Staff recruitment

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

Faculty members are recruited by by the College Service Commission. Any contractual teacher is recruited by a expert committee which includes an University expert and a subject expert following advertisement in daily newspaper.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

1.Admission of students is done completely on the basis of merit.

2. As per the decision of the State Govt. The process of Admission is done through ON LINE.

6.4 Welfare schemes for

Teaching	Group insurance, Staff Credit Co-Operative Society, Provident Fund, Festival Advance.
Non teaching	Group insurance, Staff Credit Co-Operative Society, , Provident Fund, Festival Advance.
Students	Free & Half-free Studentship, Government Scholarships, Non-Government Scholarship, Prize.

6.5 Total corpus fund generated

Apprx Rs. 20,000

6.6 Whether annual financial audit has been done   Yes | √ | No | |

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	N.A	YES	By the Affiliating University
Administrative	YES	Anil Anchalia& Company	YES	Governing Body

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

For UG Programmes   Yes | | No | √ |

For PG Programmes   Yes | | No | |

SKB University holds and declares results of Under Graduate courses, hence the college has no control over the date of publication of results.

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

Under the auspices of a university, there is hardly any such scope.

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

NO such initiative.

6.11 Activities and support from the Alumni Association

NIL

6.12 Activities and support from the Parent – Teacher Association

Nothing formal.

6.13 Development programmes for support staff

Nil

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

1. Campus declared no smoking zone.

2. Campus declared plastic free zone.

3. Plantation in the college-campus.

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.

> 1. Partial automation of the library has ensured a better functioning of library by allowing the students to search books by themselves.
>
> 2. Providing Laptop to each department has helped in teaching learning.
>
> 3.Publications of the journal THE PRISM(ISSN-2227-7537)
>
> 4.Introction of departmental Excursion.

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

> Generally we decide to implement plans on a need-to-do basis and that entails us being careful of requirements that could crop up at any time of the year.
>
> In the academic year 2014-15 the decisions taken up in the meeting of the IQAC regarding teaching and learning were put to practice as usual.
>
> Besides, the completion of the Boys' Hostel, departmental Tours, organising three U.G.C sponsored National Seminars and workshop on women empowerment were some of our plans put into practice.

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

> 1. Imbibe and Inscribe
>
> 2. Remedial Coaching

ANNEXURE III

7.4 Contribution to environmental awareness / protection

> 1.To generate environmental awareness among the students, the institute fully utilises the classes on environmental studies included in our syllabi.
> 2.NSS Units try to create awareness of environmental hazards and of the urgent need to keep the environment clean green and pollution free.
> 3.The NSS volunteers regularly lead campaigns to prevent use of polythene products in the college campus.
> 4. 150 saplings have been planted beside Dakhina Bhawan.

7.5 Whether environmental audit was conducted?   Yes [   ]   No [√]

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

> NSS,NCC, "The Prism" (ISSN 2229-7537), Results of few Hons. Departments are some of the aspects that we think do make us proud.
>
> On the other hand Results of Pass Course, Inadequate number of staff are our weaknesses. We do not have any an well formed alumni association yet.

8. **Plans of institution for next year**

> IQAC decided to:
>
> 1) Provide students the benefit of the e-journal store, N-LIST through wi-fi.
>
> 2) Form an Alumni Association, not to have which has so far been our weakness.
>
> 3) Publish peer-reviewed journal, departmentwise.
>
> 4) Initiate training our students for the job-market in collaboration with some training institute

NAME: RAHUL CHAKRABARTI   NAME: PROF. KINKAR KUMAR GHOSH

ASSTT. PROFESSOR IN ENGLISH   TEACHER-IN-CHARGE, M.G. COLLEGE
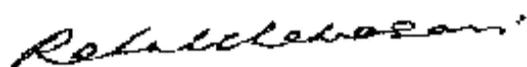
Signature of the Coordinator, IQAC   Signature of the Chairperson, IQAC

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<center>ANNEXURE -III</center>

1. Title of the Practice

IMBIBE & INSCRIBE

2. Goal

Situated in a part of the state which is deficient in metropolitan or even urban amenities to a great extent, retarded in terms of communication and scopes of upgradation, we have to strive in order not to lose our focus on our goal which is to keep pace with or run abreast with the prevalent waves of academic advancements. That is why we have given much emphasis on publication─Be it through arranging seminars with its concomitant part of publishing the proceedings or in the form of publishing, annually, our peer reviewed journal The Prism (ISSN- 2229-7537).

3. The Context

The remoteness of our place often poses many hindrances in obtaining the consent of our desired resource persons to attend our seminars. Apart from this the UGC-sponsored seminars pose no other challenge. But the publication of our journal is often thwarted by funds-crisis. To cope with this challenge we have to resort to requesting our college-authority for providing us with the required amount of money or selling copies of our journal. But we have so far adhered to what we have ever wanted to provide us with ─ a perpetuating and effective forum to express ourselves. It will not be irrelevant to add that we have always made our students an integral part of our seminars. the college also patronizes the publication of 'Diganta', a magazine exclusively for our students.

4. The Practice

Prior to 2011 we organised seminars with the help of the college fundings, predominantly. But from 2011 onwards we have organised a flurry of state level seminars and national seminars with funding from UGC. Though our institional endeavours have not ceased to exist totally. Consequently eversince 2011 this academic onus on our part manifested itself in the form of publication of books (proceedings). i)Paschyata O Rabindranath, ii)Vivekananda on Education, iii)Problems of Providing Quality Education in Rural Colleges, iv)Evolution of Bengali Theatre in Accordance with Western Theatre: Colonial and Post-Colonial Perspectives v)Gandhi and Peace, vi)Sarat Chandra Notun Onneswaner Aloy, vii)Contribution of Education in Employment and Earnings are some of our published seminar proceedings many of which has been appreciated by resource persons, scholars and teacher-delegates from different colleges and universities. Our journal The Prism was first published in 2005 as a multi- disciplinary, bilingual journal. In 2011 we procured for it the ISSN. From 2012 our journal has been published as a Peer-Reviewed journal. The most heartening fact about our journal is that it has turned out to be an ideal forum for us to express our studies and thinking. we invite articles by using our website and ask teachers and research-scholars from different colleges and universities to send the soft copies of their articles in a specified format to our journal email Id which is prismmgc@gmail.com. After being shortlisted by our Editorial Board those articles are redirected to our peer-reviewers who select articles for publication. Our journal has been a repository of articles on various literary and social issues so far and as a multi-disciplinary journal it caters to readers of varying tastes. Notwithstanding our journal running rather appreciably, we have a plan for diversifying our publication to incorporate homogeneity to some extent in the

nature of articles published. We, in future, would like to publish one journal for each of Humanities, Science and Commerce streams. But in this respect funds will definitely emerge as the stumbling block. To sort out this crisis we are working on the plan of generating a substantial fund through subscriptions for annual or life-long membership to sustain the publication. We also sell copies of our journal and earn some amount of money to ensure a part of the total costing of the next issue. So far the college authority has never failed to complement our collection with the rest of the required amount.

5. Evidence of Success

The number of paper-presenters in our UGC sponsored National and State-Level seminars is a clear indication to the fact that we have been able to draw interest of a good number of scholars, not only from inside our district, but from other districts and states, both from colleges and universities. Consequently the proceedings we have published so far contain good number of articles. some of the publications have been appreciated by distinguished scholars. A hearty 'Thank You' is due to the NAAC Peer Team of 2008. For till that visit we had not yet organized a single UGC Sponsored seminar, though we had organized a good number of internal seminars. On the other hand our journal, 'The Prism' (ISSN-2229-7537) is an esteemed forum in the entire district for all of them who think of venting their ideas to readers who they think would appreciate their work. Every year the inbox of the mail Id of 'The Prism' find articles from a good number of teachers and scholars from different colleges and universities throughout the state of West Bengal. Even with a firm conviction in the saying that 'one's best can always be bettered', we take this response from paper-writers as an encouraging evidence of our success. And there is no denying the fact that the encouragement that the journal received in its nascent state from the NAAC Peer Team in 2008 has really been the motivating factor for us trying to sustain this academic venture.

6. Problems Encountered and Resources Required

Our distance from the major cities always makes any of the ventures we undertake more costly than it would have been otherwise. Conveyance and lodging absorb a bulk of our allotments. This distance often is the reason why many of our desired resource-persons do not find it convenient to respond to our invitation. This money-matter often thwarts the publication of our annual journal, a venture which we have so far managed to protect. A regular funding from UGC toward the sustenance of this journal and a most desirable diversification of it in different streams would really be appreciated. Again, for a rural college like ours shortage of man-power is a persistent factor which like a negative catalyst affects an accumulation of problems with the inevitable increase in our activities. the joining of some teachers of late will presumable mitigate this problem. We have also applied for more teaching posts.

7. Notes (Optional) Any other information that may be relevant and important to the reader for adopting/implementing the Best Practice in their institution (about 150 words).

A very superficial viewing of our campus will instantly reveal to an onlooker the absence of political murals. This we have been able to implement stringently. A very cordial relationship between teachers and students along with a thirst to know beyond what are prescribed for us, we arrange annual Departmental tours with much enthusiasm. Our academic ventures in the form of 'The Prism' (ISSN-2229-7537), different Seminar Proceedings, or students' creative venture in the form of the magazine, 'Diganta' are complemented with wall magazines of various departments. In this

connection we can mention the name of SAMAY,the wall magazine of Bengali dipartment or Mural Mind,the wall magazine of English dipartment. Since ours is a rural college, a large students are from the weaker section of the society, therefore we have a poor boys fund to provide financial assistance to the students. We also encourage various cultural and other competitions to develop the overall atmosphere of our campus. From this academic year we have adopted the online mode for admission and executed the entire procedure successfully.

1. Title of the Practice:

Remedial Coaching .

2. Goal :

To facilitate students from various backward classes with extra classes and study materials.

3. The Context:

Being 1st Generation learners many of our students suffer from a lack of rudimentary knowledge of any given subjects. It makes the teaching process unduly difficult. Remedial coaching steps in to complement what they already know with what they should know.

4. The Practice:

This facility is primarily for the SC, ST, OBC students. At the onset of the Academic Year we invite applications from the seemingly deserving candidates. We devide all applicants into several segments to suit the convenience of our teaching faculties. We have for them a different library set up altogether .

5. Evidence of Success:

As most of the students belong to the formative stage academically, we are not in a position yet to set for ourselves a target on the basis of the success of our students in Higher Education. Never the less this facility has brought down the drop out rate quite encouragingly. In case of our Honours students it can be said that Remedial Coaching has proved to be effective. it has also been observed that some students of our target communities have excelled in the University Examination. Besides it is also evident that a good number of students who have got admitted to M.A. Courses, have been benefited from this course.

6. Problems Encountered and Resources Required

Upto the academic year 2012-13 this scheme was funded by the UGC and that did not let us suffer from the paucity of funds. But the IQAC convinced the teachers to carry on the task of catering the services to the needy students even after financial aid from the UGC was stopped. This selfless gesture from the teachers made remedial coaching one of our two best practices.

7. Notes (Optional) Any other information that may be relevant and important to the reader for adopting/ implementing the Best Practice in their institution (about 150 words).

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