Narajole Raj College

The Annual Quality Assurance Report (AQAR) of the IQAC

Session: 2016-17

Part – A

I.   Details of the Institution

1.1   Name of the Institution.

NARAJOLE RAJ COLLEGE

1.2   Address Line 1

NARAJOLE

Address Line 2

DASPUR, BLOCK -1

City / Town

PASCHIM MEDINIPUR

State

WEST BENGAL

Pin Code

721711

Institution 2-mail address

narajolerajcollege@rediffmail.com

Contact Nos.

03225-259555/775

Name of the Head of the Institution

DR. RANAJIT KUMAR KHALUA

Tel. No. with STD Code

03225-259555

9434417302

Mobile

Name of the IQAC Co-ordinator | DR. NILANJANA BHATTACHARYYA

Mobile | 9531769079

IQAC e-mail address | *nrciqac@gmail.com*

1.3   NAAC Track ID | N.A.

1.4   **NAAC Executive Committee No. & Date** | N.A.

1.5   Website Address | www.naraioleraicollege.ac.in

Web-link of the AQAR | N.A.

1.6   Accreditation Details   N.A.

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity period
1	1st Cycle				
2.	2nd Cycle				
3.	3rd Cycle				
4.	4th Cycle				

1.7   Date of Establishment of IQAC: DD/MM/YYYY | 15/05/2014

1.8   **AQAR for the year** | 2016 - 2017

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

N.A.

i.   AQAR _____(DD/MM/YYYY
ii.   AQAR _____(DD/MM/YYYY
iii.   AQAR _____(DD/MM/YYYY
iv.   AQAR _____(DD/MM/YYYY

1.10   Institutional Status

University   State [ ]   Central [ ]   Deemed [ ]   Private [ ]

Affiliated College   Yes [√]   No [ ]

Constituent College   Yes [ ]   No [ ]

Autonomous college of UGC   Yes [ ]   No [ ]

Regulatory Agency approved Institution Yes [ ]   No [ ]
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

                          Urban [ ]   Rural [√]   Tribal [ ]

Financial Status   Grant-in-aid [ ]   UGC2(f) [√] UGC12B [√]

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) [   ]

1.12 Name of the Affiliating University [VIDYASAGAR UNIVERSITY]

1.13 Special Status conferred by Central / State Government – UGC / SCIR / DST / DBT / ICMR etc/

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

University with Potential for Excellence [N A] UGC-CPE [N A]

DST Star Scheme [N A] UGC-CE [N A]

UGC-Special Assistance Programme [N A] DST-FIST [N A]

UGC-Innovative PG Programmes [N A] Any other [N A]

UGC-COP Programmes [N A]

2. IQAC Composition and Activities

2.1 No. of Teachers — `07`

2.2 No. of Administrative Technical Staff — `01`

2.3 No. of Students — `01`

2.4 No. of Management representative — `02`

2.5 No. of Alumni — `01`

2.6 No. of any other stakeholder and community representatives — `01`

2.7 No. of Employers / Industrialists — `00`

2.8 No. of other External Experts — `02`

2.9 Total No. of Members — `15`

2.10 No. of IQAC Meetings Held   04

2.11 No. of Meeting with various stakeholders :   No   `02`   Faculty   `√`

Non-Teaching staff Students   `√`   Alumni   `  `   Others   `  `

2.12 Has IQAC received any funding from UGC during the Year?   Yes `  `   No `√`

If yes, mention the amount   `  `

2.13   Seminars and Conference (only quality related)

    i.   No. of Seminars/Conferences / Workshops/symposia organized by the IQAC

Total Nos. | 1 | International   [ ]   National   [ ]   State   [ ]

Institution Level | 1 |

(ii)Themes | Application of ICT as a modern teaching methodology |

2.14.   Significant Activities and contributions made by IQAC | Establishment of skill development centre |

2.15.   Plan of Action by IQAC / Outcome

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

Plan of Action	Achievements
Interdisciplinary Classes	Achieved
Audio visual class	Achieved
Smart Class	Achieved
Installation of LMS	Initiative taken
Registration in NDL	Initiative taken
Registration in e-pathsala	Initiative taken
To organize workshops for extension activity	Achieved
Skill development centre	Achieved
Biometric attendance	Installed
Introduction of value added courses	Achieved

*Attach the Academic Calendar of the year as Annexure.

| √ |

http://narajolerajcollege.ac.in/Data/Files/StaticDocs/academic_calendar_16-17_ug.pdf

2.15   Whether the AQAR was placed in statutory body   Yes   No

Management | √ | Syndicate | | any other Body | |

Provide the details of the action taken | Available at college website |

Part – B

Criterion – 1

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 valu added / Career Oriented programmes
PH. D				
P.G.		01	01	04
U.G.	15			
P.G Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	01 + 01
Trimester	
Annual	

1.3   Feedback from stakeholders*   A [√] ni   P [√] s   Emplo [√]
      (**On all aspects**)

                                      Students   [√]

      Mode of Feedback: Online [ ]   Manual [√]   Co-operating Schools (for PED) [ ]

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

N.A.

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

      - PG Course in Bengali;
      - Yoga Centre;
      - Computer Centre; and
      - Personality Development and Communicative English Centre.

Criterion – II

2. Teaching, Learning and Evaluation

2.1   Total no. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
21	14	07		

2.2   No. of permanent faculty with Ph. D.

10

2.3   No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Assistant Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
14	06	07	00	00	01	00	00	00	00

2.4   No. of Guest and Visiting faculty and Temporary faculty

5		

2.5   Faculty participation in conferences and symposia :

No. of faculty	International level	National level	State level
Attended			18
Presented papers	15	22	
Resource persons		06	

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

Establishment of Smart class

2.7   Total no. of actual teaching days during this academic year   176

2.8   Examination / Evaluation Reforms initiated by the Institution   N A

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

01		

2.10   Average percentage of attendance of Students | 75% |

2.11   Course / Programme wise distribution of Pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II%	III%	Pass %
B.A. General	63	00	0	0	60	95.23
B.Sc. General	09	00	0	0	09	100
Bengali(H)	72	00	0	71	01	100
Sanskrit (H)	22	00	02	18	02	100
Geog (H)	30	00	03	26	03	100
Hist (H)	19	00	01	17	00	94.73
Political Science (H)	03	00	00	03	00	100
English (H)	26	00	01	18	05	92.3
Physics (H)	05	00	02	02	00	80
Zoology (H)	08	00	04	03	01	100
Chemistry (H)	18	00	01	05	05	61.11
Mathematics (H)	10	00	01	05	02	80
Botany (H)	18	00	04	13	01	100

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

Through Academic Committee report

2.13   Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher Courses	03
UGC – Faculty Improvement Programme	
HRD Programmes	
Orientation Programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / winter schools, workshops, etc.	01
Others	02

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	09	11	00	01
Technical staff	01	01	00	00

Criterion – III

3. Research, Consultancy and Extension

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

Through different efforts of the college Research Committee

3.2   Details regarding major projects N.A.

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3   Details on research publications

	Completed	Ongoing	Sanctioned	Submitted
Number	01			YES
Outlay in Rs. Lakhs	3,00,000/-		2,20,000/-	

3.4   Details on research publications   Available at College website

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

3.5   Details on Impact favor of Publications:

Range   [3]   Average [   ]   h-index [   ]   Nos. in SCOPUS [   ]

3.6   research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor projects	2015-2017	UGC	3,00,000/-	2,20,000/-
Interdisciplinary projects				
Industry sponsored				
Project sponsored by the University / College				
Students research projects				
Any other (Specify)				
Total				

3.7   No. of books published   i) With ISBN No.   [8]   Chapters in Edited Books [   ]

                                ii) Without ISBN No.   [   ]

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

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

DPE [   ]   DBT Scheme / funds [   ]

3.9   For Colleges   N.A.   Auton[ ]   C[ ]   DBT Star Sc[ ]

        INSPIRE   [ ]   CE   [ ]   Any other   [ ]

3.10   Revenue Generated through consultancy | N A |

3.11   No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					01
Sponsoring agency					Institution

3.12   No. of faculty served as experts, chairpersons or resource persons   [ ]   N.A.

3.13   Nol. Of collaborations   International [ ]   National [ ]   Any other [ ]

3.14   No. of linkages created during this year   [ ]

3.15   Total budget for research for current year in Lakhs   N.A.

        From funding agency   [ ]   from Management of University / College   [ ]
        Total   [   ]

3.16   No. of patents received this year   N.A.

Type of Patent		Number
National	Applied	
	Granted	

International	Applied	
	Granted	
Commercialized	Applied	
	Granted	

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

Total	International	National	State	University	Dist	College
01		01				

3.18   No. of faculty from the Institution   [2]
Who are Ph. D. Guides
And students registered under them   [3]

3.19   No. of the Ph. D. Awarded by faculty from the Institution   N.A.   [   ]

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

JRF [   ]   SRF [   ]   Project Fellows [   ]   Any other [   ]

3.21   No. of students Participated in NSS Events   N.A.
University level [   ]   State level [   ]

National level [   ]   International level [   ]

3.22   No. of students participated in NCC events   N.A.

University level [   ]   State Level [   ]

National level ☐   International level ☐

3.23   No. of Awards won in NSS   N.A.

University level ☐   State Level ☐

National level ☐   International level ☐

3.24   No. of awards won in NCC

University level ☐   State Level ☐

National level [√]   International level ☐

3.25   No. of Extension activities organized

University forum ☐   College forum [1]   NCC [1]

NSS [2]   Any Other ☐

3.26   Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility.
- The village Baramora has been adopted with the intention of creating awareness about better holistic living amongst its populace.
- We also run awareness campaigns about proper and modernized sanitation system.
- There are drives to educate locals up on the importance of preservation of locally available medicinal plants.

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	23178.4725sq ft			
Class rooms	20			
Laboratories	10			
Seminar Halls	01			
No. of important equipments purchased ($\geq$1-0 Lakh) during the current year		Equipment for smart class	State govt.	
Value of the equipment purchased during the year (Rs. In Lakhs)				3,00,000/-
Other				

4.2   Computerization of administration and library

- Application of HRMS, SMART COLLEGE>

- Application of INFLIBNET

4.3   Library services

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26,910					Not available from library
Reference Books						
e-Books						
Journals	278					
e-journals						
Digital Database						
CD & Video						
Others (specify)						

4.4   Technology up gradation (overall)

	Total computers	Computer labs	Internet	Browsing centers	Computer centers	Office	Departments	Others
Existing	90	01 (13 machines)	YES	02	01 (50 machines)	YES (6machines)	YES (21 machines)	
Added								
Total	90	01 (13 machines)	YES	02	01 (50 machines)	YES (6machines)	YES (21 machines)	

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

02 [one computer training programme for staff members& one ICT for the faculty]

4.6   Amount spent on maintenance in lakhs

i)   ICT

| 3 53 600/- |

ii)   Campus Infrastructure and facilities

| 35,71,920/- |

iii)   Equipments

| 11,50,500/- |

iv)   Others

| |

Total

| 50,76,020/- |

Criterion – V

5. Student Support and Progression

5.1   Contribution of IQAC in enhancing awareness about Student Support Services.

| Through student centric cells. |

5.2   Efforts made by the institution for tracking the progression

- Feedback by stakeholders.

- Annual report of academic committee

5.3   a) Total number of Students

UG	PG	Ph. D.	Others
1784	30	00	00

b) No. of Students outside the state   0

c) No. of international Students   0

Men

No	%
904	49.83

Women

No	%
910	50.16

Last Year						This Year					
General	SC	ST	OBC	Physical Challenged	Total	General	SC	ST	OBC	Physical Challenged	Total
1150	305	44	169	01	1669	1188	373	36	184	01	1814

Demand ratio   1:3   Dropout 19.53%

5.4   Details of students support mechanism for coaching for competitive examinations (if any)

> The college has a career counseling cell that prepares students for entry into service.

No. of students beneficiaries   252

5.5   No. of students qualified in these examinations   08 (Report taken form Alumni Database)

NET   SET/SLET   GATE   CAT

IAS/IPS etc ☐   State PSC ☐   UPSC ☐   Others ☐

5.6   Details of student counseling and career guidance

We arrange for psychological counseling of students along with career counseling.

No. of students benefitted   48

5.7   Details of campus placement   Nil

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

5.8   Details of gender sensitization programmes

We had arranged for several in -campus and out-campus programmes. The former were lecture based programmes by resource persons specializing on this field of knowledge. The out-campus ones included camps on legal assistance, women's health, self-employment.and handicrafts workshop. In all there were about seven programmes.

5.9   Students Activities

5.9.1.   No. of students participated in Sports, Games and other events   70

State / University level [√]   National level [   ]   International level [   ]

No. of students participated in cultural events   Nil

State / University level [   ]   National level [   ]   International level [   ]

5.9.2   No. of medals / awards won by students in Sports, Games and other events   12

Sports

State / University level [√]   National level [   ]   International level [   ]

Cultural

State / University level [   ]   National level [   ]   International level [   ]

5.10   Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	106	50% of the tution fees were exempted
Financial support from government	219	46,71,400/-
Financial support from other sources	01	4,800/-
Number of students who received International / National recognitions	00	00

5.11   Student organized / initiatives   Nil

Fairs

State / University level [ ]   National level [ ]   International level [ ]

Exhibition

State / University level [ ]   National level [ ]   International level [ ]

5.12   No. of social initiatives undertaken by students   [5]

5.13   Major grievances of students (if any redressed ___N.A._____

Criterion – VI

6. Governance, Leadership and Management

6.1   State the vision and Mission of the institution

VISION
we aspire to help our students reach the sky.

MISSION

We dedicate our lives to the betterment of the nation through modelling
responsible, sincere and visionary future citizens.

6.2   Does the Institution has a management Information "System

N A

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

6.3.1.   Curriculum Development

- Inter disciplinary classes

- Students' project & field –work.

- Seminars and special lectures

- ICT / PPT

6.3.2.   Teaching and Learning

- Introduction of smart class-rooms

- Audio-visual classes by teachers.

6.3.3   Examination and Evaluation

- Continuous Internal evaluation.

- Monitoring by Academic committee.

6.3.4   Research and Development

Through research committee

6.3.5.   Library, ICT and physical infrastructure / instrumentation

- INFLIBNET

- Library database

6.3.6   Human Resource Management

- Value-added Yoga course.

- Human Rights certificate course.

6.3.7   Faculty and Staff recruitment

Management takes initiative to create new posts.

6.3.8   Industry Interaction / Collaboration

Organized seminar on Industry-academia interface.

6.3.9   Admission of Students

Online admission

6.4	Welfare Schemes for	Teaching	05
		Non-teaching	05
		Students	07

6.5   Total corpus fund generated   Matured fixed deposits have been re-invested

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

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

Audit Type	External		Internal	
	Yes / No	Agency	Yes / No	Authority
Academic			YES	V.U.
Administrative				

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

For UG Programmes   Yes ☐   No ☐

For PG Programmes   Yes ☐   No ☐

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

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

N.A.

6.11   Activities and support from the Alumni Association

- Ramp

- Gardening

6.12   Activities and support from the parent – Teacher Association

N.A.

6.13   Development programmes for support staff

02

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

- Environment awareness programmes and creation of green club.

- The campus has been made plastic free.

- Entry of cars and bikes inside the campus have been resricted.

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.

> Introduction of smart-classes

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

> - Introduction of audio-visual classes;;
>
> - Introduction of interdisciplinary classes;
>
> - Introduction of students' seminars;
>
> - Introduction of special lectures;
>
> - Social emphasis on remedial and tutorial classes;
>
> - Introduction of Learning-Management System (LMS);
>
> - Introduction of National Digital Library for advanced learning;
>
> - Further improvement of infrastructure.

7.3 Give two Best Practices of the institution

BEST PRACTICES

1. Title :- Skill development centre

Goal: - Exploring the latent student energy and student curiosity to make is patent meaning fully channelizing it towards reward based productivity viable in the industrial market.

Context: - Job oriented programmes are important requirement of the college. Keep this thing in our mind college has established a skill development center, for both students of science and humanities .College has started a research and development centre and craft centre.

Evidence of success: - As a result of that, students are able to prepare in their research and development centre the following instruments

1. Maxwell's Needle experimental set up,
2. Determination of planks constant experiment set up,
3. Bar pendulum set up,
4. Kater's pendulum set up,
5. Acarl's Methods experimental set up, and
6. Fly Wheel Experimental set up

And in craft centre, students prepare various handicrafts like flower vase, wall hangings , pen stand etc ..

The practice: - College has runed this centre from this year. Faculties and students remain engaged in these activities in Saturdays and Sundays. Dr. Tapanendu Kamilya, Assistance Professor in Physics, supervisees the research and development centre and the local painters are mentoring the students of humanities.

Problems and resources: - Funding is the main problem for running the centre .Recently, college has made functional MOU with local samaby bank .The External experts also updated us about various Government funding.

1. **Title** :- Extension programme at Baramara
2. : - To reach and meet the people of Baramara . People of Baramara have to suffer several problem .college is determined to help them to overcome this problems.

The Context: - College has a dream to serve and act as a centre for culture and excellence in this locality .keep this in mind; college has taken the oath to uplift the local people of Baramara. Evidence of Success:-College has successfully organized deferent programs like

1. Craft training program
2. Program on using bio – fertilizers
3. Social awareness drive
4. Tranning on disaster management
5. Legal assistance programme

The practice: - Students and faculties of the college engaged themselves with this programme after completing their regular activities

Problems and resources: - Funding is a basic problem for continuation of this programme. Presently college is running this program with is own fund. College is searching various Government and non Government funding.

7.4   Contribution to environmental awareness / protection

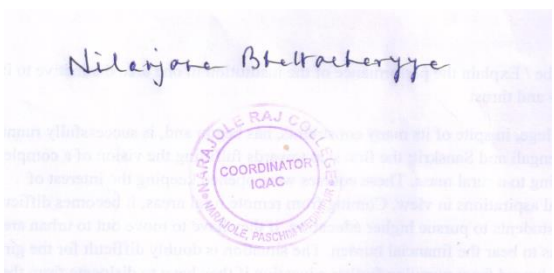Awareness programmes on preservation of local medicinal plants.

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

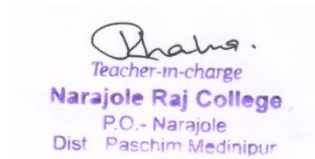7.6   Any other relevant information the institution wishes to add (for example SWOT Analysis)

N.A.

8. Plans of Institution for next Year

Successful implementation and operation of the Skill-development centre.

Signature of the Coordinator, IQAC

Name Dr. Nilanjana Bhattacharyya

Signature of TIC & Chairperson, IQAC

Name Dr. Ranajit Kumar Khalua