

The Annual Quality Assurance Report (AQAR) of the IQAC 2011-2012

2.14 Significant Activities and contributions made by IQAC

1. To continue to provide quality education to all, irrespective of caste, creed and religion, economic status or physical health.
2. Providing guidelines to and taking feedback from different departments.
3. Monitoring of regular classes according to teaching plan.
4. Conducting internal assessment as per university guidelines.
5. Ensuring that the financial aids from different agency are properly and justly utilized.
6. Obtaining feedback from the students.
7. Regular upgradation of computers .

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
Computerization.	Fully computerization of administration.
Proposal made as per student Union demand for renovation of Founder's statue & furniture purchase be made.	GB approved the both.
Proposal made to TIC to arrange guest lecturers.	4 guest teachers joined
Support to minority community, SC, ST , OBC physically challenged, weaker students	Fellowships and special support provided. Introduced a UGC sponsored Career Counselling Cell and remedial classes stated.
To take feedback from the students	Feedback was taken from the students and actions were taken based on it.

Proposal made for enhancement of remuneration from college fund of casual NTS	Proposal accepted and enhancement made.
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2.6 Innovative processes adopted by the institution in Teaching and Learning:
MORE USE OF Computer aided technology and tutorial classes

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

IQAC suggested that the TIC and Departmental heads meet at the beginning of each session to prepare the Annual Academic Plan. The IQAC also provides its report of the academic performance of the college so that the Principal can act on it. The IQAC also takes an initiative for Student Feedback from outgoing students and gives a report to the TIC.

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

1. IQAC regularly informs and encourages the faculty members to apply for Research Grants to UGC or other funding agency etc.
2. The college authorities provide all necessary infrastructural support, including space, for carrying out research work.

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

- Blood donation camp organised by the Students' Union.
- Traffic control programme.

4.2 Computerization of administration and library

The process of administration is fully computerized.

Library is partially computerized.

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

The college has provided internet facility to all existing Departments. Teachers and students have also benefitted from that. The college has its own software for admission and maintenance of database. The college has its own website.

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Student Support Services are brought under the notice of the students through the notice board and poster.

5.13 Major grievances of students (if any) redressed:

Equipment for table tennis for the boys and seating arrangement in the girls common room have been made.

6.1 State the Vision and Mission of the institution

The Mission & Vision of the college is the inclusiveness in education, i.e. increase the scope of education which is equally accessible to all irrespective of caste, gender, etc.

6.3.3 Examination and Evaluation

The college keeps up a system of continuous evaluation through intra-departmental tests and term-end tests where students must qualify to get through to university examinations.

6.3.7 Faculty and Staff recruitment

2 part time NTS were recruited.

6.13 Development programmes for support staff

Computer training programmes have been made available for non-teaching staff for online management of salary accounts of the staff.

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

The college campus is declared as the no smoking and no plastic zone. Tree plantation has been made.

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Introduction of Remedial classes and coaching for entry to the services .

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

Purchase of library books from UGC grant and college fund

Purchase of sports equipments.

Construction of Boundary wall of the campus.

Handover two plots of land to the govt. Of WB for construction of a Polytechnic college and a central hostel for SC/ST.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC*

Handing over two plots of land to the govt of WB for construction of Polytechnic College and Central Hostel for SC/ST

7.4 Contribution to environmental awareness / protection

Plantation of tree.

8. Plans of institution for next year

Promotion of research activity.

Support services to the minority community, physically challenged, weaker students.

Augmentation of Sports Infrastructure.

Improvement in drinking water facilities.