



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		UDAYNARAYANPUR MADHABILATA MAHAVIDYALAYA
Name of the head of the Institution		Dr. Arabinda Ghosh
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03214257444
Mobile no.		9434543278
Registered Email		principalumm@gmail.com
Alternate Email		ghabrnp33@yahoo.co.in
Address		P.O.-Jangalpara, Udaynarayanpur, Dist.-Howrah
City/Town		Udaynarayanpur
State/UT		West Bengal
Pincode		711226

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		Sreemoyee Banerjee			
Phone no/Alternate Phone no.		03214257444			
Mobile no.		9477038718			
Registered Email		iqacumm@gmail.com			
Alternate Email		sreemoyee18@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://udaynarayanpurmahavidyalaya.org/doc/2018_AOAR.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://udaynarayanpurmahavidyalaya.org/doc/Academic%20Calendar%202018-19.pdf			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.54	2016	16-Sep-2016	15-Sep-2021
6. Date of Establishment of IQAC			16-Jul-2014		
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	
The committee has		28-Jun-2019		100	

arranged a seminar on Gender Equity for students to promote idea of gender consciousness.	1	
An NIRF committee has been formed to collect information and data for participation in NIRF during 2018-19 academic session. The committee has finalized the report to be submitted for NIRF.	07-Mar-2018 1	7
Feedbacks from all students and faculties were collected, analysed and used for improvements. Now IQAC are taking steps to introduce online feedback system from next academic year.	01-Feb-2019 150	1058
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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
West Bengal Government	Construction of Building (canteen and boys common room) Construction of Building (canteen and boys common room)	Higher Education Department	2018 365	3500000
West Bengal Government	Inter college sports and games, Howrah district Level	Higher Education Department	2018 365	210000
Central Government	Travel grant	DST	2018 365	209000

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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)

On the basis of IQAC proposal and approval by the G.B. for the same teaching staff of the college had initiated a scheme of awarding the students who obtained highest marks in B.A. Part III Examination, 2018 in different courses / programmes.

This year the committee also initiated taking feedback reports from the faculties for further improvement of teaching , learning process. Also, use of ICT method for teaching was documented.

A Cultural Committee had been formed at the initiative of IQAC. The committee looks after the cultural programmes of the college with the help of the students' representatives. The committee also gives training and coaching for participation in inter-college cultural competition programme.

This college was chosen as the venue and organizer of University Level inter-college sports competition for the Howrah District under Higher education Dept. In this 15 college and almost 300 students participated for 20 events throughout 4 days competition. 4 of our college students were selected to participate in state level competition from this event.

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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
It was planned to encourage research activities among the faculty members and to undertake more extension activities for reaching out to the community.	Two more faculties have registered for PhD in Rabindra-Bharati University, West Bengal.
In the last session it was planned to take steps for the improvement in the pass percentage of the University Examinations	Students were cautioned about securing qualifying marks in the college test examinations. Some improvements had been found in this respect. Almost 90

students of Honours courses secured qualifying marks, and major improvement was noticed among students of B.A. General courses of whom 54 secured qualifying marks as compared to 47 of last year.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Governing Body

21-Dec-2019

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

2019

Date of Submission

28-Feb-2019

17. Does the Institution have Management Information System ?

No

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 University of Calcutta does not give academic autonomy to its affiliated colleges. The curriculum design and development action plans are prepared by Calcutta University Semester-wise Courses of studies under Choice Based Credit System have been introduced by the University since 2018-19 academic session and the University invited teachers of affiliated colleges to participate in workshops on draft syllabus of different subjects. The teachers of our college attended the workshops and put their valuable suggestions and opinions to implement the new syllabus. The Head of the Departments conducted departmental meetings with faculty members and prepared teaching-learning plans for the current academic session.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Spoken	NA	29/08/2018	180	B.P.O AND	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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	(Honours) Bengali, Education, English, Geography, History, Mathematics, Philosophy, Sanskrit B.A (Ge	02/07/2018
BSc	B.SC (General)	02/07/2018

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

	Certificate	Diploma Course
Number of Students	53	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
No Data Entered/Not Applicable !!!		
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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
BA	Socio-economic condition of workers in tourism industry of Sikkim- a case study of Gangtok.	21
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Nil
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

The institution has a system to get feedback from the students. A proforma has been prepared for this purpose and it is distributed to the students for their response. Students respond enthusiastically. Such feedbacks are studied and analysed carefully by the faculty members, IQAC members and the Principal. And appropriate steps are recommended to the authority to satisfy the need of the students

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	Bengali Honours	111	286	110
BA	English Honours	50	75	36
BA	Sanskrit Honours	60	95	39
BA	Philosophy Honours	41	56	28
BA	Geography Honours	31	80	29
BA	History Honours	63	147	63
BA	Education Honours	30	142	30
BSc	Mathematics	25	23	14
BA	General	450	898	474
BSc	General	30	12	3

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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
2018	1382	0	12	0	0

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

43	12	9	4	4	0
View File of ICT Tools and resources					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has a counselling cell. It provides counselling in regard of academic matters. This is particularly limited to the choice of subject or course in the home institution. Sometimes students get counselling regarding choice of institution for higher studies provided student approach for such guidance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
240	4	1:60

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
18	12	6	0	3

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
2018	Shyamal Panda	Assistant Professor	Best Paper awarded on Eastern India Oriental Conference
2018	Saswati Banerjee	Assistant Professor	Second Prize awarded in Centre For Land Warfare Studies in essay competition on the theme 'National Security'

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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	Honours	3rd year	19/04/2018	28/06/2018
BA	General	3rd year	26/04/2018	14/08/2018

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

The college monitors the progress and performance of the students through continuous evaluation method. The college publishes the academic calendar every

year and it is circulated among the students. The modules of the syllabus are prepared in a departmental meeting. At the beginning of each academic session the teaching-plan is distributed among the students. The students are evaluated by class tests, selection tests, annual examinations, mid- term examinations, etc. The evaluation of practical examination is conducted through laboratory experiments, project works, field reports, computer based work, instrumental survey teachings and GIS software operations and viva-voce. The Head and faculty members of the concerned departments monitor the performance of the students on the basis of class tests and annual examination results. The progression performance of the students is communicated in the classroom by the faculty members. The parents are informed if the performance is very poor in the selection test.

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

The college follows an academic calendar published by the University of Calcutta. Dates of vacations, admission schedules, date of beginning of classes and evaluation schedules are notified in the academic calendar which is published in the college annual prospectus and the academic calendar is usually followed for beginning of classes and conduct of examinations

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://udaynarayanpurmahavidyalaya.org/doc/Course%20of%20Study.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
Honours	BA	Bengali Honours	56	56	100
Honours	BA	History Honours	29	29	100
Honours	BA	Philosophy	10	10	100
Honours	BA	English	7	6	86
Honours	BA	Sanskrit	33	32	97
Honours	BA	Geography	21	21	100
General	BA	General	132	75	57
General	BSc	General	2	2	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://udaynarayanpurmahavidyalaya.org/doc/Feedback%20results%20analysis.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
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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)
International	Chemistry	4	2
National	Political Science	1	0
National	Education	1	0
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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
No Data Entered/Not Applicable !!!	
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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
Synthesis and comparative studies of photophysical and electrochemical properties of new heteroleptic 5-amino-8-hydroxyquinoline complexes of rhodium including trans-cis isomerism.	Dr. Amit Maity (lead author)	Journal of organometallic chemistry	2019	2	Department of Chemistry, Udaynarayanpur Madhabilata Mahavidyalaya , University of Calcutta, Howrah	0
Tuning of selectivity of aggregation induced enhanced emission active terphenyl azide template via modulating the terminal sensory side chain	Dr. Amit Maity (lead author)	Journal of luminescence	2019	2.9	Department of Chemistry, Udaynarayanpur Madhabilata Mahavidyalaya , University of Calcutta Howrah	1
Experimental and theoretical studies of structured and photophysical properties of a novel heteroleptic cyclometalated iridium (III) complex with 8-hyd	Dr. Amit Maity (lead author)	Journal of molecule structure	2018	2.1	Department of Chemistry, Udaynarayanpur Madhabilata Mahavidyalaya , University of Calcutta Howrah	2

roxyquinol ine phenylazo ligand					
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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
No Data Entered/Not Applicable !!!						
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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	4	9	3	0
Presented papers	4	9	2	0
Resource persons	0	0	1	0
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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
College campus cleaning programme	NSS	2	30
Independence day celebration	NSS	2	32
Republic day celebration	NSS	2	25
Netaji Birthday celebration	NSS	2	22
Special camp programme	NSS	2	50
Dengue Awareness programme	NSS	2	150
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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
No Data Entered/Not Applicable !!!			
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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 activities	Number of students participated in such activities
Swachh Bharat	NSS	Swachh Bharat internship	2	100
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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
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!					
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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
Purash Kanpur Haridas Nandi Mahavidyalaya and Udaynarayanpur Madhabilata Mahavidyalaya,Howrah	24/11/2018	Quality initiatives, assessment and accreditation, student exchange, faculty exchange, cultural exchange	32
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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
1300000	4361830

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Existing
Laboratories	Newly Added

Class rooms	Newly Added
Campus Area	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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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
LMS developed by ADNI	Partially	09.00.4035	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7793	1335720	0	0	7793	1335720
Reference Books	290	49706	0	0	290	49706
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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
No Data Entered/Not Applicable !!!			
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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	18	1	18	3	0	4	0	4	1
Added	0	0	0	0	0	0	0	0	0
Total	18	1	18	3	0	4	0	4	1

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

4 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
No Data Entered/Not Applicable !!!	

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
50000	24550	150000	236927

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)

The College takes care that the classrooms are well-maintained and regularly cleaned. The lights, fans, benches, desks, chairs and black/white boards are regularly checked and any problem, if found, is taken care of at the earliest. A new classroom, a bigger one than the present classrooms, has been added in the last academic year. There is a Virtual Classroom equipped with a computer, LCD projector, speakers and internet connection. The gadgets are regularly checked and maintained. Projectors can be used in two other classrooms as well. The College presently has 18 computers, including seven in a Computer Lab, which are in good functioning condition. The college has total 4 projectors to conduct seminars or class lectures. There is an Annual Maintenance Contract for any repair required of the gadgets. The College also provides free wi-fi facility in the entire campus for the faculties and staff. The students can also access the free wi-fi facility at a wi-fi space, by registering themselves to the wi-fi connection. The College had four laboratories for Physics, Chemistry, Geography and Food and Nutrition. This year, the Chemistry laboratory has been constructed. The laboratories are being systematically upgraded with purchase of new equipment on demand from the concerned departments. The College Library has 8085 books and is growing fast. There is regular purchase of new books on the basis of requisition from each department. In the last academic year, 1200 new books have been added to the library. The library also provides photocopy facility at a subsidized rate for the students and the Xerox machine is properly maintained and repaired. Multi-gym facility is available for the students and staff interested in physical exercise. A gym fee is collected from each student, enrolling them by default to the gym. Any interested student, therefore, can access the gym which contains two types of 8 Station Gym, manual jogger, gum ball, different types of medicine balls, yoga and gymnastic mats, barbells, dumbbells and bicycle. There are presently five water-purifiers and two water-coolers in the college. The maintenance of the water purifiers is under an Annual Maintenance Contract. The College also has a Girls' Common Room and a Boys' Common Room each equipped with a carom board which are regularly maintained. There is also a generator set in the College maintenance of which is under an Annual Maintenance Contract with the concerned supplier/company. The construction of cycle shed for the students was completed and the students are being benefitted by the proper usage of this area. A portico has been built up too. Instruments and equipment of Music and Physical Education departments are also maintained under the supervisor of the faculty members of the respective departments and they are repaired by the experts if it is so required.

<http://udaynarayanpurmahavidyalaya.org/doc/Procedures%20and%20policies%20for%20maintaining%20and%20Utilizing%20physical.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	Free Studentship and Students Aid Fund	68	18660
Financial Support from Other Sources			
a) National	Central Sector Scheme of Scholarship for College and University Students	122	732000
b) International	NIL	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 implementation	Number of students enrolled	Agencies involved
Gym Facility	01/08/2018	20	Own System
Spoken English Course	29/08/2018	53	Abhinav Institute ,Serampore, Hoogly

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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
No Data Entered/Not Applicable !!!					

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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
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!					

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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	40	B.A	English, Bengali, Sanskrit, History, Music	University Of Calcutta, Jadavpur University, Rabiindra Bharati University	M.A

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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
Any Other	20

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

Activity	Level	Number of Participants
Annual Sports	Institutional	220
Inter College Sports	District Level (West Bengal Govt. Initiated)	53

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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
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There was an elected Students Council in the college till January, 2018. Since then no election to the Students' Union was held for the rest of the period of the last academic session. A representative body of the students performed the functions of student-related activities. There is an 'executive body' of the Students' Council consisting of eleven members like President, Vice-President, General Secretary, Cultural Secretary, Magazine Secretary, Games and sports Secretary, Boys' Common Room Secretary, Girls' Common Room Secretary, Welfare Secretary and Canteen Secretary. The Students' Council is specifically entrusted with the following activities- a) to organise quiz, debates, science fairs, academic lectures by eminent teachers and experts in respective fields b) to organise recitation, musical and cultural programmes of moral standing c) to publish college magazine and wall magazines containing articles contributed mostly by the existing students d) to organise common room activities and

indoor games in the college e) to organise Annual Sports as well as the games activities throughout the year and, e) to aid, help and facilitate the study of needy and poor students, specially coming from the disadvantaged sections of the society. Students' representation in the administrative body is found in the form of membership of General Secretary of the Students' Union of the Governing Body. Besides that, there are two student representatives in the IQAC and three representatives in the cultural committee of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

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)

1. As a practice of participative management in the college, a 'Purchase Committee' has been constituted. There are representatives of Governing Body, teaching and non-teaching staff in the committee. For any purchase of books, equipments, furniture etc. exceeding Rs. 50,000/- the committee prepares and processes tender notices and quotations. It also takes decisions about bulk purchases with intimation to the college Governing Body. The committee is empowered with the verification and checking of items purchased. If any item does not conform to the specification, the committee may advice the Principal to take suitable action against the supplier/ dealer. In the last year 'Purchase Committee' has completed the entire job of purchasing books, instruments, equipment, furniture etc. of Rs.10 lakhs, received from the Government. 2. There is an 'Admission Committee' in the college comprising of teaching and non-teaching members. It advises Principal in all matters related to student admission. It also supervises the entire process of admission. The 'Admission Committee' prepares admission application form, subject combinations for different courses / Programmes, category-wise merit lists and corrections thereon. It supervises the counselling process during admission so that merit lists and category-wise reservation are strictly followed. In the last year the committee supervises the entire admission process of ten programmes under B.A. and B.Sc. courses of 855 seats and of about 1500 applicants.

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

No

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
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<p>Admission of Students</p>	<p>In the last academic session admission to B.A. / B.Sc. course was done entirely through online admission process as per instructions and guidelines of Higher Education Department of the Govt. of West Bengal. Under this process no aspiring student will have to come to college before the completion of admission. Verification of candidates' documents and finalisation of admission have been done after the beginning of classes. UGC guidelines have also been followed regarding cancellation of admission and refund of fees.</p>
<p>Human Resource Management</p>	<p>Several committees of teaching and non-teaching staff have been formed. Each committee is entrusted with a particular function or task. Principal monitors the activities of these committees so that tasks may be completed in time. This system helps administration in a major way. Faculty members are allotted classes by preparing class routines. Principal monitors about whether classes are taken by the teachers as per routine. Further, different office works are also distributed among the non-teaching staff as per their designations and through discussion. Biometric system of attendance was introduced since July, 2018 to improve arrival and departure of the staff.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The college authority gives top priority for the improvement of library and other infrastructural facilities in the college. In the last academic session we planned to increase books for different departments, to subscribe some journals and to create reading facilities of the students in the library. We prepared estimates and sent the proposal to the Higher Education Department of West Bengal government. During this period we have subscribed three quarterly/ monthly journals for Geography , Philosophy, and Education departments and we have purchased laboratory equipment of Rs. 155990/- for different lab - based departments.</p>
<p>Research and Development</p>	<p>In the meetings with the faculty members, they are encouraged to register themselves for Ph.D. works. Wi-fi facilities have been extended in the college campus so that teachers could use internet facilities for research</p>

works. • Moreover, the 2nd issue of "Sameekshan", an interdisciplinary journal of the college was published during this session. The aim of this publication is to promote independent thinking and research mentality.

Examination and Evaluation

Taking final examination and its evaluation comes under the purview of the University. So, there is little scope of the college authority to adopt any strategy for its quality development. Teachers actively participated in conducting University Examinations and Evaluation Process. However, steps are being taken for smooth conduct of the examinations taken in the college. Teachers were instructed to submit marks of the evaluated scripts in time, so that results of the college examination could be published in time. • During the relevant period results of internal examinations /tests were published within two weeks of the last date of examination. In fact, in the last year results of test examinations of B.A./B.Sc. 2nd year and B.A. 3rd year were published within two weeks from the completion of the examinations.

Teaching and Learning

In the IQAC meetings emphasis is always given to chalk out strategies for the qualitative improvement in teaching and learning. Such strategies include use of LCD projectors, virtual class room, modern teaching aids, introduction of remedial and tutorial classes, presentation by the students, class tests, etc. At the end of the session reports on the performance of the teachers are taken. • During the last session teachers have taken classes in virtual/ smart classroom, used LCD projectors, taken tutorial classes and class tests. Twelve teachers, which is about 42 percent of the faculty members, have taken classes in virtual classroom. • During the last session two teachers have attended Orientation Programme organised by UGC sponsored HRDCs. College authority encourages faculty members to attend such programmes as part of faculty development programme. They are also encouraged to attend seminars, conferences and workshop and also to present original papers there. During the relevant period five teachers have

	attended eleven seminars / conferences /workshops and presented seven papers in national and three papers in international seminars /conference.
Curriculum Development	<p>Since it is an affiliated college there is little scope for framing of syllabus. We are to follow the syllabus prepared by U.G. Board of Studies. However, as the CBCS (Choice Based Credit System) had been introduced in all B.A./B.Sc. courses since the last academic session, faculty members were sent to workshops organized by different U.G. Board of Studies for different subjects on draft syllabus. Faculty members are encouraged to attend meetings organised by U. G. Board of Studies of the University for any revision of syllabus / course curriculum.</p>

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

E-governance area	Details
No Data Entered/Not Applicable !!!	

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
No Data Entered/Not Applicable !!!				
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)
No Data Entered/Not Applicable !!!						
No file uploaded.						

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
Orientation	1	04/06/2019	03/07/2019	30

Programme				
Orientation Programme	1	06/10/2019	03/11/2019	28
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employees Credit Cooperative Society Limited	Employees Credit Cooperative Society Limited	Students Aid Fund

6.4 – Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly. External audits have been completed till March, 2017. The name of the external auditor for the year 2017-18 and 2018-19 has been received from the DPI, Govt. of West Bengal and the auditing process for those two financial years are going on. However, internal audits are regularly done by a team comprising of Principal, Bursar, Accountant, Cashier and a teacher -member of the Finance Committee.

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/ Grnats received in Rs.	Purpose
Guardians/Parents	213150	Infrastructure Development
View File		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	No	Nill	Yes	IQAC
Administrative	No	Nill	No	Nill

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

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

2019	1	0	28/01/2019	4	Howrah District Games Sports Championship	Sports activities which mainly include athletics, football Kho Kho	150
2019	0	1	13/03/2019	7	Special NSS Camp	Social Service to the people of adopted village, such as pre-primary education to children, plantation programme and cleaning programme of a primary school of the adopted village.	55
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)
College prospectus for students	15/06/2018	College prospectus is distributed to each students at the time of admission to B.A/ B.Sc. Course.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

In 2017-18, following initiatives were undertaken to make the campus eco-friendly - (a) Trees were planted and nurtured to keep the campus green. Plantation programme are undertaken in each year so that replacement for lost trees could be made up and new trees in the campus could be added. (b) There is a small garden in the campus in which seasonal flowers bloom. NSS volunteers look after the garden for its regular upkeep and maintenance. (c) E-waste materials were disposed in a separate vat. Close vigils are kept so that wastes

are properly dumped in the vats. (d) There is a small water body in the college. Steps are taken regularly to keep it clean. It is also used for cultivation of fish. (e) Staff and the students were advised to avoid using plastic materials within the college campus and a hoarding has been erected for creating awareness.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: Making a Plastic Free Campus 2. Goal: Describe the aim of the practice followed by the institution. Mention the underlying principles or concepts in about 100 words. It is well known that one of the major reasons of environmental pollution is large scale use of plastics and our waste management practice towards it. We believe educational institutions could play its roles in creating attitudes among students and staff in this regard. Hence, our aim is to motivate all concerned about the ill effects of the use of plastics in order to make the campus an eco-friendly zone. 3. The Context: Describe any particular contextual features or challenging issues that have had to be addressed in designing and implementing the practice in about 150 words. In todays world food products are usually packed in plastics. In the campus area students consume biscuits, breads, cakes, chocolates and such other items which are available in plastic packets. They are also using water in plastic bottles. After consuming all these things, packets are thrown here and there within the campus. In fact, we cannot avoid using these items. But we can take steps about its proper management. We can create awareness among the students and staff about its minimum possible use and proper management. 4. The Practice: Describe the practice and its implementation in about 400 words. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any. To make the college campus an eco-friendly and pollution free zone steps had been taken to create awareness on the one hand and also to take adequate measures for proper disposal of used plastics on the other. A hoarding had been erected in an open space in front of the college building for creating awareness among all in the campus. Large-sized bins / waste paper baskets had been laid out in various corners on different floors as well as in canteen. Notices were put up at regular intervals as follow-up exercises. NSS volunteers were entrusted to clean up the campus at least once in a fortnight. Sweepers/Zamadars had regularly worked for cleaning the bins / baskets. There are some limitations in this practice as the entire college campus is not covered by boundary wall. 5. Evidence of Success: Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words. Our efforts to make the campus plastic free have yielded good results. Students, in particular, and others in general are using the dustbins for disposing of the plastic materials. Now, plastics are rarely found in the campus. NSS unit of the college reviewed the progress and constantly monitored the activities of the students in this regard. 6. Problems encountered and resources required: Please identify the problems encountered and resources (financial, human and other) required to implement the practice in about 150 words. We had faced mainly two kinds of problems in pursuing our objective. Firstly, the college campus is a large one situated over 5.52 acres of land and secondly, a portion of the college campus is not covered by boundary wall. Beyond college hours and during holidays and vacations outsiders enter the campus, sometimes for gossiping and sometimes to use the college playground for sporting activities. Their use of prohibited articles could not be prevented altogether. Due to lack of financial resources, adequate number of security personnel could not be deployed and the campus could not be covered by boundary wall. We hope financial assistance would help to sort out these problems. 1. Title of the Practice: Free Health Care Facilities for Healthy

Campus. 2. Goal: Describe the aim of the practice followed by the institution. Mention the underlying principles or concepts in about 100 words. Most of the students are coming from villages with poor economic background. Availability of good doctors and health centers are scarce in their localities. We want that studies of our students do not suffer due to illness. Sometimes , students and staff are feeling unwell during college hours and they are to send to nearby hospital for medical attention. Hence , our objective is to provide free health care facilities to the students and staff with the help of expert / specialised doctors. 3. The Context: Describe any particular contextual features or challenging issues that have had to be addressed in designing and implementing the practice in about 150 words. The most important aspect for implementation of this practice is the availability and arrangement of good doctors for at least twice in a week. However, we are fortunate that there is a Govt. State General Hospital adjacent to the college. We wrote to the Superintendent of that hospital about our scheme and proposal and he agreed to arrange for a doctor for once in a fortnight for the time being. 4. The Practice: Describe the practice and its implementation in about 400 words. Include anything about this practice that may be unique in the Indian higher education. Please also identify constraints or limitations, if any. Since the last year we have started the health care facilities within the college campus. A doctor from the local hospital attend the college once in a fortnight. A room has been allotted for the purpose where the doctor could visit the students and the staff for checking their health. Visiting doctors take care to see that the prescribed medicines could be collected from the hospital either at free of cost or at subsidised rates. NSS volunteers assist the doctors for maintaining patients register and other needs. 5. Evidence of Success: Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words. Our initiative has yielded good results. In each visit of the doctor about 50 students and staff attend for check up. The attendance of patients is satisfactory for a two hour visit of the doctor. The satisfaction on the face of the students and staff is also visible. It is expected that with the passage of time our practice will attract the attention of all the stakeholders , particularly of the guardians. 6. Problems encountered and resources required: Please identify the problems encountered and resources (financial, human and other) required to implement the practice in about 150 words. Problems that we are facing in implementing the practice are of two kinds. Firstly, availability of doctors at scheduled dates and time is sometimes difficult. Doctors are generally busy at their place of work or for some emergency reasons. However, they try their best to attend our unit. So, we are thankful to them. Secondly, the shortage of rooms in the college is also a matter of concern. Since the college is still in its early phase, some constructions and reconstructions are still going on. Consequently, we are to reschedule the room allotment for the health care unit. Due to lack of financial resources the allotted room could not be decorated properly with necessary furniture and equipments. Moreover, we also need to recruit a trained assistant to assist the visiting doctor. Thus we need some financial assistance to overcome these problems.

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

http://udaynarayanpurmahavidyalaya.org/best_practice.html

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

In commensuration with the institution's vision one of the important priorities is to improve the quality of teaching-learning process in the college. While it

involves introduction of new courses with skill development courses, recruitment of efficient teachers and staff, use of modern teaching aids, equipments it also involves infusion of discipline through improvement in classroom attendance of both students and the teaching staff. In 2018-2019 following activities are notable in this area: Firstly, it is very pleasing to note that a new course, 'Mathematics (Hons.)' was introduced in July 2018 after getting proper affiliation from the University and some students got admitted to this course. Moreover, 'Computer Hardware Training Programme' was conducted during 2018-19 under 'Utkarsh Bangla' scheme as a Skill Development Programme. About thirty students of the college took part in it. Secondly, in order to improve students' attendance in classes Parent - Teachers meeting were conducted at the beginning of the course. As a whole, eight separate meetings were held for separate courses. Not only that Bio-metric attendance was introduced for the teaching and non-teaching staff for improving class hours/durations. Thirdly, in order to create more posts of fulltime teachers, librarian and technical staff, college authority had moved the higher education department of the government. Moreover, some temporary teachers had been appointed from the college fund for the improvement of teaching-learning process. Fourthly, throughout the last year college administration had continuously motivated the faculty members for using 'Virtual Class Room' using ICT and it was found that about 35 of them had used ICT for classroom teaching. We hope to improve this percentage during the current year and the coming years.

Provide the weblink of the institution

<http://udaynarayanpurmahavidyalaya.org/doc/Institutional%20Distinctiveness%2018-19.pdf>

8.Future Plans of Actions for Next Academic Year

Following activities are finalised for future plan of action keeping in view with the quality improvement of the institution: 1. To take adequate steps for the creation of full time teaching post, including librarian and non-teaching staff, including laboratory attendants. 2. To recruit full time teachers in the existing vacant posts. 3. To introduce some skill development programs and certificate courses in addition to Skill Enhancement Courses for CBCS (Choice Based Credit System). 4. To develop the play ground by soil filling in the existing one for encouraging sports activities among the students. 5. To construct a girls hostel under the UGC scheme to encourage further enrolment of girl student. 6. To construct more buildings for classrooms, auditorium, laboratories etc. 7. To undertake training programmes for the teaching staff for more use of modern teaching aids and improve research capabilities. 8. To increase the stock of library books and laboratory instruments and sports and gym equipments. 9. To organise workshops and seminars for career counselling of the students. 10. To organise awareness programmes about environment sustainability. 11. To promote better involvement in both sports and cultural activities. 12. Lastly, generation of funds from both internal and external sources to implement development proposals. Following activities are finalised for future plan of action keeping in view with the quality improvement of the institution: 1. To take adequate steps for the creation of full time teaching post, including librarian and non-teaching staff, including laboratory attendants. 2. To recruit full time teachers in the existing vacant posts. 3. To introduce some skill development programs and certificate courses in addition to Skill Enhancement Courses for CBCS (Choice Based Credit System). 4. To develop the play ground by soil filling in the existing one for encouraging sports activities among the students. 5. To construct a girls hostel under the UGC scheme to encourage further enrolment of girl student. 6. To construct more buildings for classrooms, auditorium, laboratories etc. 7. To undertake training programmes for the teaching staff for more use of modern teaching aids and improve research

capabilities. 8. To increase the stock of library books and laboratory instruments and sports and gym equipments. 9. To organise workshops and seminars for career counselling of the students. 10. To organise awareness programmes about environment sustainability. 11. To promote better involvement in both sports and cultural activities. 12. Lastly, generation of funds from both internal and external sources to implement development proposals.