



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		KALIACHAK COLLEGE
Name of the head of the Institution		Dr. Nazibar Rahaman
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03512244696
Mobile no.		9932635152
Registered Email		principalkaliachakcollege@gmail.com
Alternate Email		kaliachak.college@gmail.com
Address		Sultanganj
City/Town		Kaliachak, Malda
State/UT		West Bengal
Pincode		732201
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Subrata Kumar Das
Phone no/Alternate Phone no.	03512244696
Mobile no.	9932635152
Registered Email	dassubratakumar@gmail.com
Alternate Email	kaliachak.college@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://kaliachakcollege.edu.in/aqar.php
4. Whether Academic Calendar prepared during the year	No

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B+	2.52	2016	29-Nov-2016	28-Nov-2021
1	B	2.11	2011	13-Sep-2011	12-Sep-2016

6. Date of Establishment of IQAC	14-Jan-2012
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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
Certificate Course of Communicative English	06-Apr-2017 90	20
Diploma Course of Communicative Arabic	06-Apr-2017 180	24

Certificate Course of Communicative Arabic	06-Apr-2017 90	27
Short term Course Gender Equality	28-May-2016 6	60
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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
Institution	RUSA	Govt. of India	2016 365	20000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

7

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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)

Short term course on Gender Equality in collaboration with HRDC AMU

Certificate Course in Communicative English Arabic in the Newly established Language Lab

[View File](#)

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
To encourage academic culture seminar,	An international level special talk on

workshop etc will be organized	the Higher Education in the International perspective was conducted . the Talk was delivered by the Hon'able vice Chancellor of the Dhaka University Prof. Emajuddin Ahmed (Retd
Quality Encouragement activities will be nourished	Students obtaining position in the final examination of the UGB and in the District level extra Curricular activities were awarded in presence of the Hon'able vice chancellor of the UGB
Skill Development Cell was established	Kaliachak College Skill dev. cell in collaboration with Defense Academy Malda conducted an awareness programme to join defense services
Students Language Skill Development Programme	total seventy one students enrolled in the newly established language lab
Student exposure to the external field will be increased	Students Participated in the District Science fair and Model Competition
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14. Whether AQAR was placed before statutory body ?	No
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	2017
Date of Submission	05-Apr-2017
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

All the department prepare annual Teaching Plan for their subjects and individual papers. This Lesson plan contains the schedule for commencement of the class related to the specific topic along with the name of the teacher and the no of class allotted for the topic. Annual teaching Plan also accommodates the unit test, Declaration of results, excursion, departmental seminar, special lecture if any. Teachers are allotted the class as per UGC norms in the weekly class routine. Honours Classes are allotted time slot in the fore noon session whereas the General elective classes are in the afternoon. this six days weekly

routine consists of the theoretical, Practical classes as well as the library work and tutorial class. Extra curricular activities like NSS, NCC are also allotted its time slot into the daily academic activities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Communicative Arabic	Nil	06/04/2017	365	Employable in the Middle East	Language Skill development
Communicative English	Nil	06/04/2017	365	Employable both within the country and abroad	English language skill development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	Bengali	01/07/2016
MA	English	01/07/2016
MA	History	01/07/2016
MA	Political Science	01/07/2016
MA	Sanskrit	01/07/2016
No file uploaded.		

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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	47	24

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
Communicative English	04/07/2017	20
Communicative Arabic	04/07/2017	27
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

No Data Entered/Not Applicable !!!

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
No Data Entered/Not Applicable !!!				
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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
2016	3514	122	14	Nil	4

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
25	12	12	5	4	40
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Students any problems within the campus and out side the campus are addressed by the teachers. They are always welcome in the teachers chamber to discuss their issues personally. Teachers form their departmental whatsapp group to share the necessary information rapidly. Class notes, and other study materials are shared on the group so that they can access the materials remaining out side the formal class. Any query related to their study is addressed on the group so that the other students also understand the issue.

Number of students enrolled in the	Number of fulltime teachers	Mentor : Mentee Ratio
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institution		
3514	13	0.0037

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
23	15	8	3	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

<p>Weekly unit test for the honors students was introduced in this college. In some of the Departments students are engaged in the audio visual learning. Quiz based on the syllabus are arranged to attract the students to their syllabus. Departments are also encouraging the students to prepare a lecture on a selected topic and present the same in the class room in front of other students and invites a question and answer session following the presentation.</p>

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

<p>Academic calendar Contains the enrolment schedule for the New Session, Departmental Unit tests, Internal Annual Exam. Annual sports and Cultural Programme as well as the scheduled holidays along with the Celebration of National international important occasions. The calendar is maintained with a little bit deviation in some cases.</p>

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)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
No Data Entered/Not Applicable !!!					
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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)

No Data Entered/Not Applicable !!!

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 !!!					
No file uploaded.					

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)
National	Geography	1	0

International	Physics	3	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
Bengali	1
History	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Spin filter for arbitrary spins by substate engineering	Biplab Pal	J.Phys.: Condens Matter 28,335301	2016	0	na	Nil
Spin filtering and switching action in a diamond network with magnetic -non magnetic atomic distribution	Biplab Pal	Scientific Reports	2016	0	na	Nil
Population characteristics of the snake charmer community in West Bengal	Somenath Halder	Population Geograph	2017	0	Asst. Professor Kaliachak College	5
Tight binding chains with off-diagonal disorder: Bands of extended electronic states	Biplab Pal	Europhys Lett. 115, 37004(2016)	2016	0	na	Nil

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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	35	30	39	Nill
Presented papers	18	Nill	Nill	Nill
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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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
No Data Entered/Not Applicable !!!				
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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
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Faculty Exchange	3	College Fund	8
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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 !!!					
No file uploaded.					

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
No Data Entered/Not Applicable !!!			
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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
172.05	58.82

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0	2014

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
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Text Books	12172	2050846	1033	92783	13205	2143629
Reference Books	105	91953	7	15080	112	107033
Journals	9	29330	5	4920	14	34250

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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 !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	48	9	40	0	0	10	22	100	0
Added	6	0	0	4	0	0	0	0	2
Total	54	9	40	4	0	10	22	100	2

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
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
24.15	14.66	172.05	58.28

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)

Kaliachak College has a distinct resource use policy. The material resources, it possesses, include own campus area, college building, Learning infrastructure, games infrastructure, Supportive infrastructure. On the other hand human resource includes Students, Faculty, and supportive staff. A. Learning Resources: These are meant for teaching and learning purpose in this

college. However, in special occasion these infrastructures are lent for other institutions like the affiliating university, central and state agencies even local NGOs for greater interest of the society. But utmost care is taken to restrict the allotment of ordinary rooms only. In special circumstances modern education technologies like the LCD projector, computer, internet, smart class room sound system power backup system is allowed for external use on payment of fixed fees/rent as settled by the authority. B. The six labs including Computer and language, college possesses, are strictly for the teaching and learning of the students in regular and distance mode along with the faculties. During examination of the affiliated university the students allotted for Kaliachak College Centre are also allowed to use the respective labs for their practical examination. However, the authority is trying to provide the extended laboratory facility to the local scholars and people for their needs like testing of drinking water, soil testing, and test for Sericulture and agri-horticulture diseases etc. C. The Library is made available to all the students of regular and distance mode and faculty members for reading and borrowing purpose between 11 to 5.00 PM on all working days. They are penalized with a nominal fine for delayed return of the borrowed books. Open stag access is only allowed for the faculties. The passed out students, alumni and students from other institutions those who desired to use the library may read their preferred books in the reading room during the working hours. But they are not allowed to borrow the books. D. Among the games sports infrastructures Kaliachak College share its play ground with local society. The local children may play in the field freely after the college hours. But for any external institutional use they are to submit written application to the college authority concerned. Conference Hall may be allowed for external use for a nominal fees fixed only for definite purpose of welfare for the students in particular and society as a whole. E. The campus Resources like fruit bearing Litchi and mango orchard, Tick wood trees, Pond are used for the purpose of monetary resource mobilization of the institution. F. Human Resource: Especially faculty Members and support staff are being utilized very efficiently. The authority usually tries to utilize the inner skill of a staff and accordingly they are allotted their duties. As there is crying need of skilled hand in different respect of HEI, the authority, sometimes, allots duties to both faculties and office staff work for the neighbouring colleges, affiliating university as well as the central and state agencies like WBCSC, WBSSC, Directorate of Census, Election Commission etc. NCC NSS volunteers are encouraged to take part in

<https://kaliachakcollege.edu.in/infrastructure>

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
No Data Entered/Not Applicable !!!			
View File			

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
Free Employability Training for SC/ST and Backward	08/09/2016	23	Tata Consultancy Services

Communities

No file uploaded.

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
Tata Consultancy services	23	7	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	2	BSc	GEN	WBHUS	BSc Nursing
2017	3	BSc	Zoology	UGB	MSc
2017	2	BA	Philosophy	UGB	MA
2017	12	BA	Geography	UGB	MA
2017	6	BA	Arabic	UGB	MA
2017	11	BA	Education	UGB	MA
2017	6	BA	English	UGB	MA
2017	10	BA	Bengali	UGB	MA in Bengali
2017	7	BA	Political Science	CS JMU	MA in Political Science

2017	4	BA	History	UGB	MA in History
View File					

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

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
No file uploaded.		

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 !!!						
No file uploaded.						

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

No Data Entered/Not Applicable !!!

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No Data Entered/Not Applicable !!!

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)

The Governing Body as the apex authority lead the institution. The body is formed with the representation of the Teaching, Non-teaching and students
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community along with the representation of the affiliating University and the State government. The President is the Head and the principal is the secretary of the body. As the secretary of the apex body, the principal leads all the developmental activities. However, a decentralized decision making process is running in the college. There are a number of subcommittees to perform different categories of tasks. There is Finance Committee, Budget committee, Building committee, Admission Committee, Examination committee, Women Cell, Grievance redressal cell etc. Members are unanimously appointed in these committees in the joint meeting of both teaching and non-teaching staff. The decisions taken with unanimous/majority support in these committees are forwarded to the Governing Body for its approval. The College has no formal participative management system. However, informally it works in the decision making process at least in the subcommittee level. There is no bar to attend those meeting for any nonmember staff of the college. He/she may argue in favour or against any motion participate in the decision making process. Democratic decision making in the different committees of the college is working well. Many often the principal invites all the staff, though they are not the members, in a meeting of a particular subcommittee to share their observation on the concerned decision. The principal the chairman of the subcommittee, considers it and gladly accepts the suitable proposals even if it comes from a non member staff.

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

Partial

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
Human Resource Management	Regular training and orientation for the development of the skill and quality of the faculty and support staff, IQAC arranges development programmes. This year ICT training for Virtual Class room was arranged. Another training programme is planned to acquaint the non teaching staff with the Excel programme
Examination and Evaluation	Departments arrange unit test as per their annual teaching plan. these unit test are preparatory for their final exam. There for the questions are of the model format of the affiliating university. After evaluation the answer scripts are returned back to the respective students for their rectification.
Curriculum Development	There are some faculty members who are members of the the Under Graduate Board of studies. They directly participate in the syllabus making for the CBCS mode of studies. Whenever the affiliating universities invites any workshop on the UG curriculum faculties from all the departments participate it. More over, departments in their own innitiative conduct workshop on the UG

	syllabus and students view on the same is reported to the concerned authority.
Teaching and Learning	Well before the session starts the departments prepare their annual teaching plan and serve it among the students . The plan also uploaded in the College LMS portal for students download. Study materials, notes, PPT, previous year university questions , Question Bank s etc are also made available for the students free download where ever and whenever they like.
Library, ICT and Physical Infrastructure / Instrumentation	The library has sufficient number of text (13205) reference books (132) along with 14 journals E journals (N list). There are 4 Computers with internet facility for students and teachers access. Photo Copier's facility is also made available in the Library for students. Comfortable Reading Room with 20 separate small table and chair set has been provided for students. There is 24 hours power backup system and CCTV surveillance. To acquaint the students with the library and reading room formalities library class is arranged in the daily class routine.
Admission of Students	Among the students admission the most important strategies are the on line admission, merit based admission and reservation for SC/ST/Minority as per the provision of the government of West Bengal.

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

E-governance area	Details
Administration	Library Management through SOUL • Online tender and Quotations are asked.
Finance and Accounts	Online pay packet claim and On line transfer of salary to the individual account
Student Admission and Support	On line application received, Merit list Preparation, on line admission and fees deposit,
Examination	UGB started Exam related form fill up and sending admit card for its examination on line

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/	Name of the	Amount of support
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		workshop attended for which financial support provided	professional body for which membership fee is provided	
No Data Entered/Not Applicable !!!				
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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)
2016	Gender Equality	Nil	26/05/2016	01/06/2016	31	Nil
2017	Quality Nurture in HEIs	Nil	22/03/2017	22/03/2017	39	Nil

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	1	27/07/2016	24/08/2016	28
Refresher Course	1	06/12/2016	27/12/2016	21
Refresher Course	1	29/07/2016	18/08/2016	21
Refresher Course	1	19/06/2017	09/07/2017	21

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1) Provident Fund 2) Pension 3) Group Insurance 4) Staff Cooperative Credit Society 5) Medical Insurance	1) Provident Fund 2) Pension 3) Group Insurance 4) Staff Cooperative Credit Society	1) Students' Welfare fund for financial Help 2) Students' Health Home, for Free Medical Facility 3) Scholarship and Stipends from various external sources

6.4 – Financial Management and Resource Mobilization

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

The Institution conducts internal financial audit regularly with a chartered accountant's firm It also conducts external financial audit with the chartered firm as appointed by the Finance Department, Govt. of West Bengal. Regarding mobilization of fund the college mainly depend on the UGC, RUSA and State governmental grants. However, Students tuition fees after payment of the state government's share (50 of the collected fees) is the main internal source of resource. There is some amount of property namely litchi orchards, pond which are also used to mobilize fund through lease.

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
No Data Entered/Not Applicable !!!		
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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	Nil	No	Nil
Administrative	No	Nil	No	Nil

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)

To imbibe moral values and ethics among the students and staff both teaching and non-teaching To ensure Gender Equality in the HEIs To encourage quality culture in HEIs

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nil
c)ISO certification	Nil
d)NBA or any other quality audit	Nil

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Gender Equality	26/05/2016	26/05/2016	01/06/2016	60

2017	Quality Nurture in HEIs	22/03/2017	22/03/2017	22/03/2017	39
2017	International seminar on Moral Values and Ethics in Social life	06/09/2017	06/09/2017	07/09/2017	90

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Short Term Course on Gender Equality	26/05/2016	01/06/2016	9	51

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

Percentage of power requirement of the University met by the renewable energy sources

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Seminar on Moral	11/12/2017	12/12/2017	90

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

No Data Entered/Not Applicable !!!

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. ICT based Teaching-learning Process Goal: • To make teaching-learning an anywhere and anytime practice • To generate interest in learning in the age of science and technology • To enhance the skill and competence of the faculties through the use of ICT • To prepare the learner competent for competition in the global market • To make our teaching materials globally available for teaching-learning process Context: Traditional chalk and talk method of teaching is conventional and the students take less interest in learning new contents. So, to make the class attractive and effective to the student community and to deliver much more content within the same timeframe ICT is the best available process. Moreover, the teaching-learning content can be used later on for the benefit of the lagging behind students without spending any extra time by the faculty. The e-content of the class may be distributed among the students. Thus the students who could not appear the class may also get the content through the e-learning process. Practices: Kaliachak College developed four smart digital class rooms and one virtual class room where teachers are applying ICT based teaching and learning process where three types of techniques are being followed. Firstly, Teachers prepare the slides in his/her computer outside the class room and deliver the lecture using the PPT along with necessary video clippings through laptop and LCD projector. Secondly, Teachers are using interactive board instead of chalk-duster to deliver any lesson. This delivered content (through interactive board) is converted into e-content of PDF files which may be easily shared among the students and the global community through email in particular and social sites in general. Last but not the least is the facility of online interaction between the students (who is outside the class room) and the teacher in the class room. Five such students remaining away from the class room may interact with the teacher in the class room through the approval of the teacher. Regular class has been allotted to each teacher in the daily class routine. A full time faculty has to take at least five whereas a part time teacher has to three ICT based class per week. One training programme based on the use of ICT in the class room was organized under the supervision of the IQAC during the last year. Evidence of Success: Teachers are able to attract students in their class room. Students' attendance has been increased. A considerable number of PPT class contents have been developed. In a year along period a considerable number of multi-media video files are prepared. Problems: Number of smart and virtual class rooms is insufficient in comparison to the total requirements Interruption in power supply and poor internet connectivity interrupt the class 2. Participatory Learning Goal: ? To make the curriculum more attractive to the students ? To encourage the students for in depth studies of their syllabus ? To fulfil the shortcomings of traditional chalk talk method of teaching ? To provide a platform for the students where they can express what they have learnt ? To generate self confidence among the students for expressing their thought Context: It was observed from the interaction with the students that they do not get much interest in the traditional method of teaching learning and evaluation system. But being an affiliated college it is a matter of obligation to follow the curriculum designed by the University. An intensive home work the IQAC along with the faculty members pointed out some activities where students will participate in sharing their experiences with their classmates. It is found that a student has to do much more serious intensive study while he is

going to tell something among his/her peer group. He remains very conscious about the theme he is going to deliver. This consciousness leads them to critical study on the lesson. At the same time it is a fun to the students as they get the test of sharing their knowledge. Practices: The IQAC worked out few students' participatory programmes. These activities have been accommodated into the annual teaching plan. However, the department wise notification of the programme was made early enough of the scheduled date. Students are motivated to participate in the programme. They are provided with necessary materials and helped them to prepare themselves. They are given practice session before the final commencement of the programme on the following events. ? Subjective Specific and Syllabus oriented Audio Visual Quiz ? Students' Seminar on the topic based on their syllabus ? Students' debate on the motion relevant to the syllabus ? Students' Participation in imparting lesson based on the syllabus among their peer group The department are advised to schedule their programme not to coincide each other. Therefore the Principal made him available to the inaugural session of each department. At the end of the programme the winning candidates are awarded with prize and certificate. Evidence of Success Students get interested in the participatory learning. Competitive atmosphere is created among the students to learn their topics. This study habit also attached them with their text as well as the reference books. They get good marks in the MCQ based Test examination of the University of Gour Banga. The Evaluation and result declaration is done almost instantaneously. Problems The designing of the test modules, questioning, conducting the participatory test needs huge labour especially for the faculty members. But almost all the departments of the college are suffering from shortage of faculty. This limitation is a big hindrance for conducting participatory learning method. Contact Details: The Principal Kaliachak College Sultanganj, Malda, West Bengal Pin: 732201 Mobile: 7908101455 Email: principalkaliachakcollege@gmail.com Website: www.kaliachakcollege.edu.in

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

https://kaliachakcollege.edu.in/best_practices_of_the_College

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

Vision The vision of the Founders of Kaliachak College remained to spread formal education initially among the boys and girls to fulfil the needs of the people of the vast agriculture based rural backward Muslim minority dominated, SC/ST, OBC and General inhabited area of the southern part of the Malda district in particular and to satisfy the national necessities at large. The successor of the founders, we trust in wider and modern connotation of Education to train the knowledge seeker youths for a meaningful life through the continuous effort for making competent human beings enriched in value based learning with special focus on women education. This establishment is to be developed as an outstanding institution of higher education in local and global arena. • The Vision of Kaliachak College are to be: • The civic centric learning centre to bridge the gap of the male-female, rural-urban, minority-majority, SC/ST-general in particular and all pupils in general. • The institution of (i) learn to acquire knowledge, (ii) learn to do, (iii) learn to live together through inculcating harmony among all. • The Institution for innovation in instruction, erudition research and reach out agenda. • The Centre for potential of Excellence in National and International arena. • The Institution having autonomous status. • The leading institution in the Cluster University Mission of Kaliachak College We are acting out our mission proclamation in materializing our vision declaration: Our mission is to create

human resources of talent enabled for positive contribution to the generations of knowledge, for social commitment through humanism and for innovative ideas for the adventure in search of truth. We do pledge to ensure suitable infrastructure, support services, research facilitated and learners' friendly, skill oriented environment for development of personality for the building of the nation. The institution aspires to attract bright talents as input and to remould them as human wealth output. We intend to provide ample scope for multifaceted development of the youths and of the stake holders irrespective of religion, race, caste, gender and region.

Provide the weblink of the institution

<https://kaliachakcollege.edu.in/Home>

8.Future Plans of Actions for Next Academic Year

To develop skill in Computer Application Programme for the Students To Train the teachers to handle technology in the virtual class room To Train the Clerical Staff to deal with the Management and HRMS Financial Software To develop Feedback system from Students To develop the Dynamic Web site for the college to accommodate the modern features of an academic Institution To encouraged the teachers to use more and more technology to attract the students in their class room To organize Workshop/ Seminar/ Conference on Quality Culture in HEIs To encourage the NSS NCC units to devote more time in service to the community and creating their awareness specially on environmental issues To hold programme related to the Placement and career scope of the passed out students