

The Annual Quality Assurance Report (AQAR) of the IQAC

TUFANGANJ MAHAVIDYALAYA, COOCH BEHAR, WEST BENGAL

Academic Year: July 1, 2007 to June 30

Track ID-- WBCOGN 13369

Kindly note;

After first accreditation in 31 March, 2007, the college could not unfortunately form IQAC and could not submit AQAR on regular basis.

IQAC has been formed only on 2nd April, 2013 and it has gained real momentum from 2014 onwards. Thus, AQAR duly prepared by IQAC is available only from 2014-15 sessions. It is one lapse and the aberration has been confessed in the SSR (item no 34, page 12). The slip begs to be condoned.

In order to comply your stipulation (vide your letter NAAC/E&NE/BSM/Cycle2/WBCOGN 13369/2016 dated 1st January 2016) the following AQAR has been prepared and is being submitted by the Head of the Institution.

Part – A

1. Details of the Institution

1.1 Name of the Institution

Tufanganj Mahavidyalaya

1.2 Address Line 1

The Principal
Tufanganj Mahavidyalaya

Address Line 2

P.O. Tufanganj, New Town

City/Town

Dist. Cooch Behar

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State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Coordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)

1.4 Website address:

Web-link of the AQAR:

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1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	NA	2007	2013

1.6 Date of Establishment of IQAC : DD/MM/YYYY

02/04/ 2013

1.7 AQAR for the year

2007-2008

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

i. AQAR NIL (DD/MM/YYYY)4

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

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TEI (Edu) Engineering Health Science Management

Others (Specify)

NA

1.11 Name of the Affiliating University

North Bengal University

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

Autonomy by State/Central Govt. / University

NIL

University with Potential for Excellence

NA

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

Please note; IQAC was not formed

2.1 No. of Teachers

NA

2.2 No. of Administrative/Technical staff

2.3 No. of students

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2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

NA

2.15 Plan of Action by IQAC/Outcome [The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year]

Plan of Action	Achievements
<i>NA</i>	<i>NA</i>

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body

Yes No

Management Syndicate Any other body

Provide the details of the action taken **NA**

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Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	3	NIL	NIL	NIL
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Total	3			

Interdisciplinary	NA		
Innovative	NA		

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	NA
Trimester	NA
Annual	3

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools

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

NA

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

Subjects/Courses	Honours/General
1. <i>Sanskrit</i>	<i>Honours</i>
2. <i>Zoology</i>	<i>Honours</i>
3. <i>Geography</i>	<i>General</i>

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	13+01	05	08	0	01

2.2 No. of permanent faculty with Ph.D.	05
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	02	15	0	0	0	0	0	0	02	15

2.4 No. of Guest and Visiting faculty and Temporary faculty	Nil	Nil	10 PTTs
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	04	03
Presented papers	01	04	02
Resource Persons	Nil	Nil	Nil

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

NIL

2.7 Total No. of actual teaching days during this academic year	176
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)	NA
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2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	03		
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2.10 Average percentage of attendance of students	> 75%
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA(Hons)	175					83.4
BA(Gen)	247					93.5
BSc(Gen)	06					100.0
BCom(Gen)	01					100.0

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

IQAC was not formed

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	01
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	01
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	00	00	00
Technical Staff	04	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

<i>IQAC not formed.</i>

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned by	Submitted
Number		<i>One</i>	<i>ICSSR</i>	
Outlay in Rs. Lakhs			<i>3.39 lakh</i>	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		<i>2</i>	<i>2</i>	
Outlay in Rs. Lakhs		<i>4.4</i>	<i>4.4</i>	

3.4 Details on research publications

	International	National	Others
Peer Review Journals		<i>4</i>	
Non-Peer Review Journals			<i>1</i>
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range ***NA*** Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	<i>2007-08</i>	<i>ICSSR</i>	<i>5.4 Lakh</i>	<i>1.3 lakh</i>

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Minor Projects	2	UGC	4.4	3.08
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No Chapters in Edited Book

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	<i>Nil</i>	<i>Nil</i>			
Sponsoring agencies					

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

3.13 No. of collaborations International National Any other

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3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	<i>NIL</i>
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

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

Total	International	National	State	University	Dist	College
<i>NIL</i>						

3.18 No. of faculty from the Institution

who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

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3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>	
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other <input type="text"/>

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

- **Tree plantation programme**
- **Blood donation camp**
- **AIDS awareness camp**

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	<i>3.38 acre</i>	<i>00</i>	<i>NA</i>	<i>3.38 acre</i>
Class rooms	<i>17</i>	<i>00</i>	<i>NA</i>	<i>17</i>
Laboratories	<i>04</i>	<i>01</i>	<i>College fund</i>	<i>05</i>
Seminar Halls	<i>0</i>	<i>00</i>	<i>NA</i>	<i>00</i>
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	<i>1126</i>	<i>66</i>	<i>UGC / St Govt / College fund</i>	<i>1192</i>
Value of the equipment purchased during the year (Rs. in Lakhs)	<i>3.16</i>	<i>0.21</i>	<i>UGC / St Govt / College fund</i>	<i>3.37</i>
Others				

4.2 Computerization of administration and library

Computer: Existing-6; Added- 0; Total= 6

Note: Old version computer damaged-02

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs)	No.	Value (Rs)	No.	Value (Rs)
Text Books	<i>11636</i>		<i>503</i>	<i>85092</i>	<i>12166</i>	<i>85092</i>
Reference Books						
e-Books						
Journals			<i>160</i>	<i>4748</i>	<i>160</i>	<i>4748</i>
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	<i>6</i>	<i>0</i>	<i>1</i>	<i>04</i>	<i>0</i>	<i>4</i>	<i>0</i>	<i>2</i>

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Added	00	00	00	00	00	00	00	00
Total	6	0	1	0	0	4	0	2

Note: Old version computer damaged-2

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

Computer: 06 Internet access: 01 Training to Teachers: 00 Training to students: 00

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.65
ii) Campus Infrastructure and facilities	1.45
iii) Equipments	0.07
iv) Others	00
Total :	2.17

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC was not formed.

5.2 Efforts made by the institution for tracking the progression

No such mechanism was in place. The institution does not till date have reliable database relating to the progression of students to higher studies or to employment. Informal relations and discussion with the students gives the impression that more than 60 percent of Honours students opt for PG Course in different modes and some embark on B Ed. Course as well.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1802	---	-----	----

(b) No. of students outside the state

5

(c) No. of international students

<table border="1" style="display: inline-table;"> <tr> <th>No</th> <th>%</th> </tr> <tr> <td>991</td> <td>54.99</td> </tr> </table>	No	%	991	54.99	Women	<table border="1" style="display: inline-table;"> <tr> <th>No</th> <th>%</th> </tr> <tr> <td>811</td> <td>45.00</td> </tr> </table>	No	%	811	45.00
No	%									
991	54.99									
No	%									
811	45.00									

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
<i>802</i>	<i>817</i>	<i>52</i>	<i>47</i>	<i>3</i>	<i>1721</i>	<i>807</i>	<i>900</i>	<i>50</i>	<i>40</i>	<i>5</i>	<i>1802</i>

Demand ratio = **1:3** Dropout %= **12**

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

No such student support mechanism for coaching for competitive examinations was there.

No. of students beneficiaries

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5.5 No. of students qualified in these examinations

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

5.6 Details of student counseling and career guidance

There was no such programme of student counseling and career guidance

No. of students benefitted = *NA*

5.7 Details of campus placement

	<i>On campus</i>	<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-----	-----	-----	-----

5.8 Details of gender sensitization programmes

No such initiative was taken during the period.

5.9 Students Activities

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

State/ University level	51	National level	---	International level	---
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No. of students participated in cultural events

State/ University level	11	National level	---	International level	---
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5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level	---	National level	---	International level	---
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Cultural: State/ University level	---	National level	---	International level	---
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5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	388	Rs.1,26,775=00
Financial support from government	-----	-----
Financial support from other sources	4	Rs.3000=00
Number of students who received International/ National recognitions	-----	-----

5.11 Student organized / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

There was no major grievance from the students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Mission:

To enlighten the people of the region by providing quality education and to promote and preserve the values and culture of the locality.

Objectives:

to entrench and improve educational facilities in the locality;
to upgrade the college by making it full-fledged degree college;
to disseminate knowledge through seminar, publication etc.;
to preserve the artefacts of the indigenous community of the locality;
to extend social services to the locality
and to promote higher education in the locality

6.2 Does the Institution has a management Information System

NO

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

6.3.1 Curriculum Development

One faculty was member of Board-of-studies and he participated in the deliberation concerning curriculum enrichment etc.

6.3.2 Teaching and Learning

Three new courses (Sanskrit Honours, Zoology Honours and Geography General) were introduced during this session.

Teachers' Council recommended for construction of more classrooms and urged Governing Body to initiates initiatives for filling up vacant teaching positions.

6.3.3 Examination and Evaluation

Teachers' Council constituted Examination Committee for conducting and supervising internal and university examinations

6.3.4 Research and Development

Two faculties were engaged in the UGC sponsored Minor Research Projects (Debasis Das and Amal Mandal) and one faculty (Sulekha Pandit) availed Faculty Improvement Programme.

In total, the faculties published one Book, five Articles in Journal and contributed one Paper in Anthology.

6.3.5 Library, ICT and physical infrastructure / instrumentation

No significant addition or improvement could be made during this session

6.3.6 Human Resource Management

NIL

6.3.7 Faculty and Staff recruitment

Two part-time teachers and one non-teaching staff on contract basis were engaged

6.3.8 Industry Interaction / Collaboration

Nil.

6.3.9 Admission of Students

Merit List based on academic score obtained in Higher Secondary Examinations was prepared and publicised and the admission was completed as per Merit List and as per the intake capacity of each Honors course

6.4 Welfare schemes for

Teaching	<i>Employees Cooperative Society</i>
Non teaching	<i>Employees Cooperative Society</i>
Students	<i>Endowment fund and other available Scholarships</i>

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	<i>No</i>		<i>No</i>	
Administrative	<i>No</i>		<i>No</i>	

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

For UG Programmes Yes No

For PG Programmes Yes No

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

NIL

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

NIL

6.11 Activities and support from the Alumni Association

No significant contribution was evident during this session

6.12 Activities and support from the Parent – Teacher Association

NIL

6.13 Development programmes for support staff

NIL

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

NSS unit observed World Environment Day, World Health Day and World AIDS Day etc.

Criterion – VII

7. Innovations and Best Practices

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

No significant initiatives could be undertaken during this session

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

No formal action plan was formulated

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

*i. Plantation of tree and gardening and
ii. Campus cleaning (by NSS Unit in particular)*

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

*NSS unit observed World Environment Day, World Health Day and
World AIDS Day etc.*

7.5 Whether environmental audit was conducted? Yes No

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

*Teachers' Council resolved and accordingly recommended for more
classrooms, fro filling up vacant teaching position and analysed the
University examination results*

8. Plans of institution for next year

No formal action plan was formulated

*D Chatterjee
16/01/2016*

Signature of the Head of the Institution
Dr. D Chatterjee
(Principal)