The Annual Quality Assurance Report (AQAR) of the IQAC

TUFANGANJ MAHAVIDYALAYA, Cooch Behar, West Bengal

Academic Year: 2011-2012

NAAC Track ID WBCOGN 13369

<u>Kindly note;</u>

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 (except for the session 2014-15).

Part – A

1. Details of the Institution

1.1 Name of the Institution

Tufanganj Mahavidyalaya

The Principal

Tufanganj Mahavidyalaya

1.2 Address Line 1

Address Line 2

P.O. Tufanganj, New Town

City/Town	Dist. Cooch Behar			
State	West Bengal			
Pin Code	736 160			
Institution e-mail address	debasis_tfj@rediffmail.com			
Contact Nos.	03582-244263			
Name of the Head of the Institution:	Dr. Debasis Chatterjee			
Tel. No. with STD Code:	03582-244263			
Mobile:	9434366990			
Name of the IQAC Coordinator:	Dr. Amal Mandal (only from 2014)			
Mobile:	9434689831			
IQAC e-mail address:	amalcob@rediffmail.com			
1.3 NAAC Track ID (For ex. MHCOGN 18879) WBCOGN 13369				
1.4 Website address:	www.tufanganjmahavidyalaya.in			
Web-link of the AQAR:	www.tufanganjmahavidyalaya.in/iqac			

1.5 Accreditation Details

	Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period	
	1	1 st Cycle	B +		2007	2013	
1.6	Date of Es	stablishment	of IQAC :	DD/M	IM/YYYY	02/04/ 2	013
1.7	AQAR for	the year		2011-201	2		
	Details of t reditation l		year's AQA	R submitte	d to NAAC after	the latest Asses	ssment and
	i. AQAR	R N	NIL	((DD/MM/YYYY))	
	Institution	al Status		Stata	Control 🗔 I		Deixeta
	University			State	Central I	Deemed	Private
	Affiliated	College	•	Yes v	No 📃		
	Constituen	t College	•	Yes	No 🗌		
P	Autonomou	is college of	UGC	Yes	No 📃		
ł	Regulatory	Agency appr	oved Institu	ition	Yes N	0	
(6	eg. AICTE,	, BCI, MCI, I	PCI, NCI)				
Т	ype of Inst	itution C	o-education	V	Men Wo	omen	
		U	rban	V	Rural Tr	ibal	
	Financial	Status	Grant-in-ai	d V	UGC 2(f) v	UGC 12B	v
		G	rant-in-aid -	+ Self Fina	ncing Tota	ally Self-financ	ing
1.10) Type of F	Faculty/Progra	amme				
	Art	s v So	cience v	Comme	rce v Law	PEI (Phys	Edu)

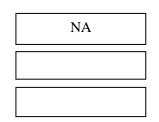
TEI (Edu) Engineering	Health Science	Management	
Others (Specify)	. NA		
1.11 Name of the Affiliating University	North Beng	al University	
1.12 Special status conferred by Central/ Sta Autonomy by State/Central Govt. /		GC/CSIR/DST/DBT/IG	CMR etc
University with Potential for Excellence	NA	UGC-CPE	
DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (Spec	cify)
UGC-COP Programmes			

2. IQAC Composition and Activities

Please note; IQAC was not formed

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff



- 2.3 No. of students 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 Institution Level State (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
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	NA	NA
	* Attach the Academic Calendar of the year	as Annexure.
2.15	Whether the AQAR was placed in stat	utory body
	Y	es No
Mana	gement Syndicat	e Any other body
Provi	de the details of the action taken	NA

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	NA	NA	NA
PG Diploma				
Advanced Diploma				
Diploma				
Total	3			
Interdisciplinary	NA			
Innovative	NA			

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

	Semest Trimes Annua	ter	NIL NIL 3		
1.3 Feedback from stakeholders* (On all aspects)	Alumni	Parents	Employers	Students	\checkmark
Mode of feedback :	Online	Manual 🗸	Co-operating	g schools	
1.4 Whether there is any revision/u	update of regulation	n or syllabi, if	yes, mention the	heir salient aspect	ts.

Number of programmes

Pattern

NA

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

Nil

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No.	Total	Asst. Professors	Associate Professors	Professors	Others
of permanent	<i>43+01</i>	14	05		24
faculty					(PTTs&CWTTs)

08

2.2 No. of permanent faculty with Ph.D.

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

ions nt	Asst. Profes	sors	Associa Professe		Profes	sors	Others		Total	
n	R	V	R	V	R	V	R	V	R	V
	00	11	00	00	00	00	24	00	24	00

2.4 No. of Guest and Visiting faculty and Temporary faculty

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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	11	05
Presented papers	03	06	03
Resource Persons	Nil	Nil	02

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

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum 04 restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

150

NIII

NA

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students		Ι	Division		
	appeared	Distinction %	I %	II %	III %	Pass %
BA(Hons)	129					86.04
BA(Gen)	527					48.76
BSc(Hons)	04					75.00
BSc(Gen)	01					00.0
BCom(Gen)	Nil					Nil

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

IQAC was not formed

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	03
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
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	15	03	01	04
Technical Staff	08	00	02	00

Criterion – III

3. Research, Consultancy and Extension

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

IQAC not formed.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL		
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1			
Outlay in Rs. Lakhs	1.54			

3.4 Details on research publications

	International	National	Others
Peer Review Journals	1	7	
Non-Peer Review Journals			1
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range	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				
Minor Projects		UGC		0.462
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(State govt.)	1		Expertise Service	
Total				

2

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

5

ii) Without ISBN No.										
3.8 No. of University Departments receiving funds from										
	UC	GC-SAP	NA	CA	s [DST-FI	ST	
	DPE DBT Scheme/funds									
3.9 For colleges Autonomy CPE							DBT St	ar Scheme		
INSPIRE CE Any C						Any Oth	ner (specify)			
3.10 Revenue generated through consultancy NO										
3.11 No. of conferences		Level		Internat	ional	Natio	nal	State	University	College
organized by the Institutio	n	Number				1				
		Sponsorin agencies	ıg			UGO	С			
3.12 No. of faculty served	as e	xperts, cha	Irpe	rsons or r	esour	ce perso	ons			
3.13 No. of collaborations	3.13 No. of collaborations International National Any other 1								1	
3.14 No. of linkages created during this year NO										
3.15 Total budget for resea	arch	for current	yea	r in lakhs	:					
From Funding agency				From Ma	anager	nent of	Uni	versity/C	College	
Total Nil										

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3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	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

Tota	International	National	State	University	Dist	College
NIL						

3.18 No. of faculty from the Institution	NIL	
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	NIL	SRF		Project Fellows		Any other		
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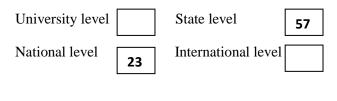
3.21 No. of students Participated in NSS events:

University level	State level
National level	International le

NIL

vel

3.22 No. of students participated in NCC events:



3.23 No. of Awards won in NSS:

University level

		Nati	ional level		International level	
3.24 No. of Awards won in	NCC:					
		Univ	versity level		State level	1
		Nati	ional level		International level	
3.25 No. of Extension activity	ties organiz	red				
University forum		College forum				
NCC	3	NSS	15	Any	other	

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

- Village road construction
- Blood donation camp
- AIDS awareness camp

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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	3.38 acre	00	NA	3.38 acre
Class rooms	24	00	NA	24
Laboratories	06	00	NA	06
Seminar Halls	00	00	NA	00
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.	1490	154	UGC / St Govt / College fund	1644
Value of the equipment purchased during the year (Rs. in Lakhs)	17.37	13.11	UGC / St Govt / College fund	30.48
Others				

4.2 Computerization of administration and library

Computer: Existing-11; Added- 07; Total: 18

4.3 Library services:

	Existing		New	ly added	Total	
	No.	Value (Rs)	No.	Value (Rs)	No.	Value (Rs)
Text Books	14343	514891	210	87364	14553	602255
Reference Books						
e-Books						
Journals	641	21290	174	6880	815	28170
e-Journals						
Digital Database						
CD & Video	25		00		25	
Others (specify):		UGC Coachin	ng (Non-cre	amy layer) to E	Entry in servi	ce
Text Books	200	53000	40	30000	240	83000
Reference Books	168	35000	30	15000	198	50000
Magazine	02	405	00	00	02	405
Com Exam Book	250	43138	80	23516	330	66654

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Other s
Existing	11	0	14	0	0	08	01	2
Added	07	00	00	00	00	02	03	02
Total	18	0	14	0	0	10	04	04

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

Computer: **18** Laptop: **08** Internet access: **14** Training to Teachers: 00 Training to students: 00 Any other (networking, e-Governance): **NLIST (under INFLIBNET) introduced**

4.6 Amount spent on maintenance in lakhs :

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i) ICT	0.67
ii) Campus Infrastructure and facilities	4.35
iii) Equipments	0.44
iv) Others	
Total :	5.46

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

UG

PG

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 employment. Informal relations of teachers with the students give the impression that more than 60% Honours student opt for PG Courses and some also embark on B.Ed. Course as well

Ph. D.

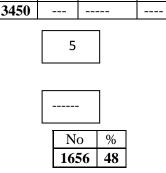
Others

5.3 (a) Total Number of students

(b) No. of students outside the state

(c) No. of international students

Men **No** % **1794 52** Women



	Last Year							Th	is Year		
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1036	1481	43	406	0	2966	2378	699	31	337	5	3450

Demand ratio= 1:7

Dropout %= **44.63**

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

Coaching class for-	No of student participated
TET for high school Teacher recruitment Examination	332
Krishi prajukti sahayak (KPS) examination	28

No. of stu	dents bene	ficiaries		350	
5.5 No. of stude	nts qualifie	ed in these exa	mination	18	
NET		SET/SLET		GATE	 CAT
IAS/IPS etc		State PSC		UPSC	 Others

5.6 Details of student counselling and career guidance

1 **Publication of Career Guidebook detailing the employment** opportunities in various sectors

2 Display of *Employment News and Karmakhetra* in the Notice Board

No. of students benefitted

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

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	82	National level	 International level	
No. of students participate State/ University level		ltural events National level	 International level	

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







Sports : S	State/ University level	National l	evel	Inter	national level
Cultural: S	State/ University level	National 1	evel	Intern	national level
5.10 Scholars	ships and Financial Support				
			Number of students		Amount
Fi	nancial support from institution		576		Rs.1,83,550 =00
Fi	nancial support from government		125		Rs.7,00,800=00
Fi	nancial support from other source	es	9		Rs.7500=00
N	umber of students who	received			

5.11 Student organized / initiatives

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5.12 N	o. of social initiatives under	rtaken by	the students	10		
Exhibitio	on: State/ University level		National level		International level	
Fairs	: State/ University level		National level		International level	

5.13 Major grievances of students (if any) redressed:

International/ National recognitions

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 artifacts 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

Two faculties were member of Board-of-studies and they participated in the deliberation concerning curriculum enrichment etc.

6.3.2 Teaching and Learning

No new course was introduced during this session.

6.3.3 Examination and Evaluation

Teachers' Council took stock of University Examinations results.

6.3.4 Research and Development

1. Four faculties were engaged in the Research Projects

2. Four faculties completed Refreshers Course

3. In total, the faculties published two Articles in Journal and contributed two Papers in Anthology

6.3.5 Library, ICT and physical infrastructure / instrumentation

Total 26 items like computer, laptop, IT related accessories were procured during the session

6.3.6 Human Resource Management

NIL

6.3.7 Faculty and Staff recruitment

11 Guest teachers were engaged.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

Computer Software was used for admission purpose and through it entire admission process like generation of Merit List was completed.

6.4 Welfare schemes for

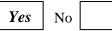
Teaching	Employees Cooperative Society
Non	Employees Cooperative Society
teaching	
Students	Endowment fund and other
	available Scholarships

Yes

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done



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

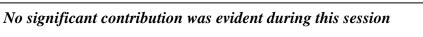
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	

	Administrative	No		No	
6.8 Doe	s the University/ Aut	tonomous Colleg	e declare results	s within 30 d	lays?
	Fo	r UG Programme	es Yes	No	No
	Fo	r PG Programme	s Yes	JA No	
6.9 Wha	at efforts are made by	the University/	Autonomous Co	ollege for Ex	amination 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



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 planted trees around campus and undertook its usual observance of important days like observed World Environment Day.

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)

Yes

7.4 Contribution to environmental awareness / protection

NSS unit planted trees around campus and undertook its usual observance of important days like observed World Environment Day.

7.5 Whether environmental audit was conducted?

No No

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

Teachers' Council recommended for construction of still more classrooms

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)