



PANSKURA BANAMALI COLLEGE

**ANNUAL QUALITY ASSURANCE REPORT
2012-13**

**BY IQAC
2012-13**

Part - A

Institution Details

Annual Quality Assurance Report (AQAR) of the IQAC**2012-2013****Part – A****I. Details of the Institution**

1.1 Name of the Institution

PANSKURA BANAMALI COLLEGE

1.2 Address Line 1

VILLAGE: KANAKPUR

Address Line 2

P.O. PANSKURA R.S.

City/Town

PANSKURA RAILWAY STATION

State

WEST BENGAL

Pin Code

721152

Institution e-mail address

Principal.pbc@gmail.com

Contact Nos.

03228 252222, +919434453188

Name of the Head of the Institution:

PROF. (DR.) NANDAN BHATTACHARYYA

Tel. No. with STD Code:

03228 252222

Mobile:

+919434453188

Name of the IQAC Co-ordinator:

Dr. Bidyut Samanta

Mobile:

+919474447501

IQAC e-mail address:

pbq.igqr.coordinator@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) **WBCOGN12096**

NAAC Executive Committee No. & Date:

EC/35/053; February 28, 2005

*(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)*

1.4 Website address:

Web-link of the AQAR:

<http://panskurabanamalicollege.org/AQAR201213.pdf>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	85.25	2005	5 YEARS
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

19/10/2005

1.7 AQAR for the year *(for example 2012-13)*

2012-13

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC *((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))*

- i. AQAR **2011-12 submitted on 30/12/2015** _____ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

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)

TEI (Edu) Engineering Health Science Management

Others (Specify) D.El.Ed. (Govt. of W.B., DDE (VU), NSOU study center)

1.11 Name of the Affiliating University (*for the Colleges*)

VIDYASAGAR UNIVERSITY

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

Autonomy by State/Central Govt. / University NA

University with Potential for Excellence NO

UGC-CPE NO

DST Star Scheme NO

UGC-CE NO

UGC-Special Assistance Programme

DST-FIST NO

UGC-Innovative PG programmes

NO

Any other (*Specify*)

NO

UGC-COP Programmes

NO

2. IQAC Composition and Activities

2.1 No. of Teachers

9

2.2 No. of Administrative/Technical staff

4

2.3 No. of students

3

2.4 No. of Management representatives

2

2.5 No. of Alumni

4

2.6 No. of any other stakeholder and
community representatives

1

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

3

2.9 Total No. of members

26

2.10 No. of IQAC meetings held

3

2.11 No. of meetings with various stakeholders:

No.

5

Faculty

**TC Meeting
(3)**

Non-Teaching Staff

2

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.

0

International

National

State

Institution Level

03

(ii) Themes

1. “Quality of Undergraduate Studies and Prospect of Higher Education – for students”
2. “Development of writing skill for winning Research Grants – for faculty members”
3. “Learning Excel Software – for support staff”

2.14 Significant Activities and contributions made by IQAC

1. Proposal for opening five new PG courses.
2. Construction of a new two storied Golden Jubilee Building has been started for proposed new PG courses.
3. Extension work for B.P.ED hostel started.
4. Computerization of different administrative works and provision for teaching aids (LCD Projectors) for all departments.
5. Automation of central library.
6. Resource generation through research, consultancy and extension activities.

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
Curricular Aspect	BOS members. Most of our proposals for revision of syllabus have been accepted by different BOS.
Teaching learning evaluation	Oral feedback was taken regularly from students, alumni and parents.
Research, consultancy & extension	One major and two minor projects. Applied for NSS.
Infrastructure & learning resources	<ol style="list-style-type: none"> 1. Green board for each class room 2. Automation for library 3. Civil work of Golden Jubilee building, extension work of B.P.Ed hostel, Construction of Girls’ Hostel and College Gate 5. Bi-colour painting of some class rooms
Student Support & Progression	<ol style="list-style-type: none"> 1. Health Insurance for students 2. Purchase of (a) Aqua guard, (b) fire extinguisher, and (c) cold water system 3. Modernization of electrical lines 4. Recruitment of guest lecturers for different departments

CRITERION - I

Part - B

**Curricular
Aspects**

Part - B

Criterion – I

I. 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	0	0	0	
PG	02	0	0	
UG	27	0	0	
PG Diploma	0	0	0	
Advanced Diploma	0	0	0	
Diploma	0	0	0	
Certificate	0	0	0	
Others	B.Ed. & B.P.Ed	0	0	DDE (VU), NSOU
Total	31	00	0	

Interdisciplinary	Courses like Microbiology, Biotechnology, Commerce, BCA, Computer Science involve faculty members from different Departments of the College.
Innovative	In addition to usual chalk & talk methodology, some departments used movies in order to attract students. Also, case studies were done in the teaching learning process. Besides, film festival, photography workshops etc. gave the students new dimensions.

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03 (BCA, PG in Comp.Sc & Chem)
Trimester	NIL
Annual	28

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

*Please provide an analysis of the feedback in the Annexure

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

NO

Depending on the needs of the students to face the competitive Society, the syllabus is revised and updated once in every 5 years or as required in the Board of Studies meeting organized by the University. The inputs and suggestions are taken from different stakeholders.

Total 8 faculties of the College are members of different BOS.

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

Proposal for opening five new PG departments-Physics, Mathematics, Bengali, History, Geography were submitted.

CRITERION - II

**Teaching,
Learning &
Evaluation**

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	43	26	16	0	GLI (1)
Approved PTT	52				52
Approved CWTT	16				16

2.2 No. of permanent faculty with Ph.D.

26

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
00	26							00	26

2.4 No. of Guest and Visiting faculty and Temporary faculty

24

00

03

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	8	1
Presented papers	4	7	
Resource Persons	0	0	1

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

This is needless to mention that each teacher applies his/her own skill in the teaching learning process. To make the subject more interesting following strategies are adopted:

1. Use of NPTL lectures
2. Technology enabled teaching & learning. Most of the Departments are provided with LCD projectors with for teaching.
3. Industrial Visits, field trips are conducted to enhance learning process, some departments follow project based dissertation work.
5. The Dept of English taken initiative for communicative English program to the students and also organizes films festival for the students regularly.
6. Invited lectures arranged by different departments by eminent teachers from Universities and scientists from research Institutes.

2.7 Total No. of actual teaching days during this academic year

219

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

Since college has to follow the university rules, there is no scope for any change in the examination system. Accordingly, as in the previous session, departmental internal assessments are in place. Marks from assessments are sent to university. Experimental project works (in some departments, e.g. in physics, Microbiology, Biotechnology) are introduced additionally.

The teachers of different departments take initiative through discussion with the students on emerging areas of concerned subjects.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

10		
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2.10 Average percentage of attendance of students

79%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division/Class				
		Distinction %	I %	II %	III % (Pass)	Pass %
ENGLISH	71	0	0.0	90.14	5.63	95.77
BENGALI	93	0	5.37	92.47	0.0	97.84
SANSKRIT	39	0	10.26	56.41	2.56	69.23
SANTALI	33	0	0	96.97	0.0	96.97
POL. SCIENCE	51	0	5.88	80.39	13.73	100
HISTORY	84	0	1.19	89.29	2.38	92.86
EDUCATION	67	0	19.40	71.64	0.0	91.04
GEOGRAPHY	54	0	0.0	81.48	12.96	94.44
PHILOSOPHY	29	0	3.45	89.65	6.90	100
ECONOMICS	00	0	00	00	00	00
MUSIC	19	0	15.79	68.42	5.26	89.47
PHYSICS	37	0	59.46	35.1	2.7	100
CHEMISTRY	32	0	21.88	53.12	18.75	93.75
MATHEMATICS	30	0	6.67	76.66	10.0	93.33
ZOOLOGY	18	0	33.33	61.11	5.56	100
BOTANY	20	0	10.0	45.0	25.0	80.0
PHYSIOLOGY	07	0	42.86	42.86	14.28	100
COMP. SC.	30	0	3.33	90.0	3.34	96.67
MICROBIO	18	0	33.33	61.11	5.56	100
BIOTECH	03	0	33.33	66.67	0.0	100
BCA	69	0	2.90	97.10	0.0	100
COMMERCE	76	0	21.05	64.47	14.48	100
B.A. Gen.	1087	0	0.0	35.14	60.53	95.67

B.Sc. Gen.	27	0	3.70	81.48	3.70	88.88
B.Com. Gen	07	0	0.0	28.57	57.14	85.71
B.Ed.	113	0	77.88	7.96	12.39	98.23
B.P.Ed.	50	0	86.00	12.00	0.0	98.00

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

- IQAC in their first meeting invites suggestions from teachers for removing problems and hazards in taking classes and asks for recommendations for better academic achievements.
- The IQAC monitors and evaluates the suggestions offered by teaching faculty and also considers the opinions of other sectors. Subsequently, it takes actions for better teaching-learning process by conducting periodical meetings in collaboration with Academic Committee.
- After getting recommendations from IQAC, the teachers monitor the overall performance of students through tutorials, home assignments, and periodical tests besides internal examinations scheduled by university in a better way. The Institute also takes appropriate steps for group discussions and personality development. Through interaction, personality development can be ensured.
- IQAC strongly recommends ensuring regular attendance of the students both in theory as well as in practical classes as suggested by the university.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	05
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions (Day & Even)	Number of permanent positions filled during the Year	Number of positions filled temporarily
<u>Administrative Staff</u>				
Head Clerk(D+E)	1	1(E)	0	0
Accountant (D+E)	1	1(E)	0	0
Cashier (D+E)	1	1(E)	0	0
Clerk (Day & Even)	6	5 (D+E)	0	0
Typist (Day + Even)	0	2(D+E)	0	2
Peon (Day & Even)	3	3(D+E)	0	18
Lady Attdt.(D+E)	1	0	0	1
Guard	0	3(D)	0	7
Sweeper	0	3(D)	0	1
<u>LIBRARY</u>			0	
Librarian	0	1(D)	0	0
Library Clerk (D+E)	1	1(D)	0	0
Library Peon (D+E)	1	2(D)	0	5
<u>Technical Staff</u>				
<u>LAB. ATTD.T.</u>				
Physics	0	4	0	5
Chemistry	3	3	0	5
Zoology	1	2	0	1
Botany	0	2	0	2
Physiology	1	1	0	2
Comp. Sc.	0	1	0	1
BCA	0	0	0	1
Microbiology	0	0	0	2
Biotechnology	0	0	0	2
Geography	1	0	0	3
Phy. Education	0	0	0	0
Music	0	0	0	1
Economics	0	0	0	1
Mathematics	0	0	0	1

CRITERION - III

**Research,
Consultancy &
Extension**

Criterion – III

3. Research, Consultancy and Extension

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

1. The IQAC meets regularly to discuss various plans to promote research climate and motivate the faculty to do M.Phil and Ph.D and Refresher courses. In addition, IQAC regularly informs and encourages the faculty members to apply for research projects and grants to UGC/ DST/ DBT/CSIR etc.
2. The College has a Research Advisory Committee constituted with Principal as Convener, Correspondent as advisor and five faculty members from different departments as members. It tracks the schemes of the different funding agencies such as UGC, DST, CSIR, etc.
3. The IQAC of the college encourages the staff to apply for FDP (Faculty Development Programme), Major and Minor Research projects and to organize seminars, workshops and conferences etc.
4. It also motivates the staff for research publications, articles, reviews and books
5. On duty leave granted to the faculty for attending professional Seminars, Conferences, and Workshops, for course work examination for Ph.D. etc.
6. The college authorities provide all necessary infrastructural support including space for carrying out research work.
7. Study leave for teachers for research purpose
8. Teachers who present paper in International/National conferences are given the registration cost and duty leave.
9. Faculties who has to defend the grant for possible funding gets all the costs for presentation.
10. Autonomy of the Principal investigator is ensured

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	01	01	0
Outlay in Rs. Lakhs		5.99.8	9.998	
1) Dr. Pulakesh Bera : Rs.9,98,800.00 (UGC)				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02	02	
Outlay in Rs. Lakhs		1.99	1.5848 (M.Ghorai)	02
		1.93	1.175 (S. Maity)	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	25	3	
Non-Peer Review Journals	0	2	
e-Journals	0	1	
Conference proceedings	0		

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 (2012 – 2013)

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (lakh)	Received (lakh)
Major projects			9.988	5.998
Minor Projects	2 years (M. Ghorai)	UGC	1.5848	1.4083
	2 years (S.Maity)		1.175	0.8875
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			12.7478	8.2938

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

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	00	00	00	00	01
	Sponsoring agencies		UGC & College			College

3.12 No. of faculty served as experts, chairpersons or resource persons 6

3.13 No. of collaborations International 03 National 03 Any other 00

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency 12.99 From Management of University/College 0.3

Total 13.29

3.16 No. of patents received this year: NONE

Type of Patent	Number	
National	Applied	
	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
0	00	00	00	0	00	00

3.18 No. of faculty from the Institution who are Ph. D. Guides 01
and students registered under them 01

3.19 No. of Ph.D. awarded by faculty from the Institution 0

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

JRF SRF Project Fellows 1 Any other

3.21 No. of students Participated in NSS events: NONE

University level State level x
National level x International level x

3.22 No. of students participated in NCC events: NONE

University level	×	State level	×
National level	×	International level	×

3.23 No. of Awards won in NSS: NONE

University level	×	State level	×
National level	×	International level	×

3.24 No. of Awards won in NCC: NONE

University level	×	State level	×
National level	×	International level	×

3.25 No. of Extension activities organized

University forum	02	College forum	03	
NCC	00	NSS	00	Any other
				03

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

- Apart from the regular work, a number of faculty and students actively take part in various social activities through Blood Donors Club by organizing Blood donation camp like previous years on regular basis by which the college committed its social responsibility towards the community at large.
- The institution promotes institution-neighbourhood-community network and involvement of students thereon.
- Participation of the faculty as well as students in local programs.
- Healthy practice of raising funds and collecting other usable materials to help the victims of natural calamities

Beyond college hours, our play ground was made available to young people from surrounding areas and minority students from nearby locality so that they could exercise some healthy practice of playing and thus to maintain a social harmony.

Teach to Learn - Learn to Teach programme in different schools by B.Ed Departments

- Clean & Green programme was arranged in and outside the campus

CRITERION - IV

**Infrastructure &
Learning
Resources**

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	11.71 Acre	0.72 Acre	Own	12.43 Acre
Class rooms	74	04	UGC	78
Laboratories Physics : 05+02=07 Chemistry : 07 Mathematics : 01+01=02 Comp. Science : 03 B.C.A. : 02 Zoology : 03 Botany : 04 Physiology : 02 Microbiology : 02 Biotechnology : 02+01=03 Geography : 03+02=05 Bengali (Museum) : 01+01=02 Music : 02 B.Ed. : 06 B.P.Ed. : 03	44	06	Own	50
Seminar Halls	01		Own	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	06	05	UGC	17
Value of the equipment purchased during the year (Rs. in Lakhs)	4815202.00	934120.00		5749322.00
Others	143	00	Own	143
Central Library	01			01
Reading Room	01			01
Departmental Library	23			23
Departmental Staff Rooms	18			18
Central Staff Room	02			02
NSS Office	01			01
Students Common Room (Boys)	01			01
Student Common Room (Girls)	01			01
NSOU	02			02
VU – PG (DDE)	02			02
Bank Building	01			01
College Auditorium	01			01
Union Office (Day + Evening)	03			03
Students Health Home	02			02
Security Rest Room	01			01
Employees' Union Office	01			01
Cycle Stand	01			01
Administrative Building	01			01

Generator Shed	01			01
Submersible Pump House	01			01
Drinking Water Storage Tank	11			11
Hostel Rooms for Boys	25			25
Dining Hall	01			01
Store Room	01			01
Kitchen Room	01			01
Principal's Quarter	01			01
Hostel Rooms for Girls	14			14
Canteen	01			01
Guest Room	01			01
<u>B.Ed. Department</u>				
Class Rooms	02			02
Laboratory Room	03	03		06
Library Room	01			01
Office	01			01
Staff Room	01			01
Student Common Room for Boys	01			01
Students Common Room for Girls	01			01
<u>B.P.Ed. Department</u>				
Multipurpose Play Field	01	01		02
Basket Ball Court	01			01
Cricket Net Practice Arena	02			02
(concrete)	01			01
Kho-Kho Court	01			01
Volley Ball Court	01			01
Hand Ball Court	01			01
Gymnasium Building	01			01
Pond/ Pool	01			01
Office	01	03		01
Staff Room	03			03
Store Room	11	03		11
Hostel Rooms (both girls and boys)	01+02 (sharing)			04
Specialized Laboratory Rooms	01	02		03
<u>Evening Commerce Department:</u>				
Office	01			01
Boys & Girls Common Room	02			02

Department	Name of Instruments	Amount
B.Ed.	CACM-STEP software	176200.00
Microbiology	Digital Colorimeter	124900.00
Central Laboratory	Analytical Balance	148720.00
central Laboratory (Zoology)	Binocular Microscope	179300.00
Biotechnology	Fermenter	305000.00
Total		934120.00

4.2 Computerization of administration and library

The entire administration is partially computerized with the following facilities and made available to the staff and students.

1. Installation of Students Admission & Fees management software
2. Internet is provided to every department. There is also a separate Internet centre in the computer lab for students.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books & Reference Books	45711	314893 0.58	1385	300217.30	47096	3449147.88
e-Books	Downloaded through google search	Free access				
Journals					11	5,510
e-Journals	DOAJ (DOAJ.org), Highwire press (http://highwire.stanford.edu/lists/freeart.dtl), J-stage (https://www.jstage.jst.go.jp/browse) etc. open access journals are available					
Digital Database	Expasy (http://www.expasy.org/), pubmed (http://www.ncbi.nlm.nih.gov/pubmed/), etc.					
CD & Video	117 [MIT OCW (http://ocw.mit.edu/index.htm), vimeo, Tata McGraw-Hill]	Free access			117	
Others (specify)	NPTEL					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	105	86	1	All	00	10	08	00
Added	27	20	0	All	00	0	07	00
Total	132	106	1	All	00	10	15	00

Note: Few computers are replaced

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

- Faculty members and students of the college are provided with Desk Top, Internet, LCD projectors and computer aided packages to facilitate teaching and learning
- The library is equipped with open educational resources like the Information and Library Network (INFLIBNET) for the assistance of the staff and students.
- Department of Computer science organized an orientation programme on Internet for all the Degree students in class wise.
- Free Internet access was provided to the students and faculty in student's Computer Centre and in some department and Library

4.6 Amount spent on maintenance in lakhs : Amount

i) ICT	Rs.36,383.00
ii) Campus Infrastructure and facilities	Rs.19,96,538.00
iii) Equipments	Rs.19,900.00
iv) Others	Rs.4,19,860 .00
Total :	Rs.24,72,681.00

CRITERION - V

**Student
Support &
Progression**

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. The IQAC organized Orientation classes for the students at the beginning of the academic year to provide information regarding the vision and mission of the college and the facilities available in the Institution.
2. Students are encouraged to use Technology like PPT presentation, Study Projects and assignments using Internet, OHP, peer teaching with models etc during the academic session.
4. Provided information regarding the academic progress of the students after internal Exams and remedial classes are arranged for weaker students beyond the normal college hours
5. Feedback in questionnaire form is taken from students to assess the quality and standard of the institution and measures are taken for further improvement
6. The IQAC get information through the teachers of the respective Departments and get their views and suggestions for the enhancement of quality education.
7. Establishment of purified cold water system for students, Fire extinguisher, Student health Home for all the students; The electrical wiring system of the whole college has been upgraded with modern system.
8. New 62.5 kVA Generator has been purchased for the smooth functioning of the classes without interruption.

5.2 Efforts made by the institution for tracking the progression

The following efforts were taken by the college for the progress of the institution:

1. The institution monitors and ensures the achievements of the learning outcome through analysis of the tests, examination results and the pass percentage approved in Academic Committee Meeting.
2. The management encourages the faculty to adopt innovative teaching techniques such as computer assisted learning, project method, group discussion, pair work, peer teaching , presentations through PPT, referring e-Journals, etc.
3. The staff and students are motivated to participate and present papers in seminars/ workshops organized by various colleges
4. Research climate and aptitude is inculcated in the staff. Students and staff are motivated to do projects and publish research papers.
5. To create social awareness among the students the following clubs were introduced: Film Club; etc.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	Total
6562	88	0	150	6800

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	3408	50.1		3392	49.9

Last Year (2011-12)						This Year (2012-13)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
5556	652	448	915	01	7572	4774	704	364	953	05	6800

Demand ratio : 2.83 Dropout % : 18.03

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

1. Special coaching and training for socially backward students.
2. Coaching classes for entry in services for SC, ST, OBC students;
3. Bank Coaching is given to all Commerce students by the commerce departments

No. of students beneficiaries

98

5.5 No. of students qualified in these examinations

NET	10	SET/SLET	00	GATE	03	CAT	00
IAS/IPS etc	00	State PSC	00	UPSC	00	Others	04

5.6 Details of student counselling and career guidance

- Career Guidance Cell** Programmes on personality development and communication skills by competent resource persons were organized for final year graduate students. Army, Navy
- ❖ To facilitate the needs of the students, one day orientation programme is conducted for the freshers at the beginning of the academic year to know the importance of higher education.
 - ❖ Subject Experts from various colleges give career guidance through guest lectures.
 - ❖ Counselling centre is available in the college campus and the trained faculties give counselling to the students as per their need. A part time counsellor visits the students once in a month and gives personal guidance to the students who are in need.
 - ❖ Career Guidance and Placement Cell provides guidance to the students regarding higher studies and employment.

No. of students benefitted 227

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
--	--	--	Not known

5.8 Details of gender sensitization programmes

- ❖ The Women Cell conducts a number of programmes on various issues related to gender problems
- ❖ An awareness Programme on **Gender Equality and Women Rights** was conducted on 13.12.2012

5.9 Students Activities

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

State/ University level 09 National level 0 International level 0
 District level 09

No. of students participated in cultural events:

State/ University level 15 National level 00 International level 00

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

Sports: State/ University level 09 National level 00 International level 00
 District level 09
 Cultural: State/ University level 04 National level 00 International level 00

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	576	345390.00
Financial support from government (including Minority)	923	39,94,400.00
Financial support from other sources	06	40,200.00.00
Number of students who received International/ National recognitions	01	80,000.00

5.11 Student organised / 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

03

**Blood Donation Camp, Financial help to the Cancer patient by the department students and staffs, Relief to the victims of flood by the department students in the area of Panskura Village.*

5.13 Major grievances of students (if any) redressed:

- a. In order to meet up scarcity of class rooms construction of Golden Jubilee Building was started.
- b. Extension of Hostel building was started to provide better Hostel facility to B.P.Ed. students.
- c. Construction of Indoor sports Hall was started to provide more sports facilities to all the students in particular to the B.P.Ed. students.
- d. Four girl lavatories were renovated.
- e. Upgradation of Library is being started
- f. Departments are provided with computers, internet, LCD projectors
- g. Painting of class rooms
- h. Purchase of Aqua guard, and cold water system
- i. Fire extinguishers were installed.

CRITERION - VI

**Governance,
Leadership &
Management**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To create a better academic atmosphere for higher education especially for the students from rural and backward regions. Due to locational advantage, initiation may be taken for career oriented comprehensive education combined with Humanistic, Scientific and Social learning.

Mission

To impart traditional as well as professional education to students belonging to different strata of society irrespective of caste, gender, or creed.

- To make provision for upliftment of the financially and academically weaker section of students by empowering them with knowledge based education.
- To develop social, moral, aesthetic and ethical values amongst our students through constant involvement of the faculty.
- To equip and develop required professional and technical skills among the students so that they can have the confidence to face the challenges with grit, determination and resilience.
- To inculcate reverence for humanity and to fortify high ideals of perseverance, dedication, quality, consciousness and excellence.
- To build a strong and unflinching character through meaningful education in order to make them better citizens.
- To play a bigger role in education landscape through innovation.

6.2 Does the Institution has a management Information System

Better Information Management System has been introduced (Partial).

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

6.3.1 Curriculum Development

- ❖ Board of Studies Meetings are conducted every year in the University. Faculty members who are the members of various BOS's gave their suggestions and ideas. These suggestions are in most occasions accepted by the university and are incorporated in the curriculum development.
- ❖ Feedback was taken regularly from students and other stakeholders.
- ❖ Discussions were on to introduce various knowledge based education system and certificate courses beyond the core syllabus.

6.3.2 Teaching and Learning

- To encourage ICT enabled teaching and learning. Micro phone System in large class rooms was also installed.
- To arrange remedial classes for weaker section of students.
- Adoption of teaching plans & methodologies.
- Subject allocation as per specialization of teachers.
- Feedback, Remedial Class, Well Stocked Library, Innovative practices in teaching, seminars, FDP, QIP.
- Peer teaching, task based learning, problem based learning are some of the techniques used.

6.3.3 Examination and Evaluation

Regular internal tests as stipulated by the university were taken. Students presented their project works and submitted assignments as and when given.

6.3.4 Research and Development

1. Space and necessary infrastructural support were provided to the permissible extent for research works.
2. Proposals for Minor Research Projects were submitted.
3. Applied to for DST-FIST program,
4. Applied to the Department of Biotechnology (BOOST Program), WB DBT for 25 lacs for upgradation of instruments for the Department of Biotechnology
5. Appointed RAC
6. Inculcating the spirit of research among students through introduction of project works as per university curriculum in different departments.

5.3.5 Library, ICT and physical infrastructure / instrumentation

Library

- a) Regarding library, decisions are taken by library sub-committee for modernization and for other developments. Books are purchased basically to meet the need of the students and reference books are also purchased for future advanced education keeping in mind the university curriculum.
- b) Journals (including e-journals), e-books, CD-DVD, audio are also maintained by the library.
- c) Reading room facilities are made available from 7:30 a.m. to 6:15 p.m. for all.
- d) Books are also available in the departmental libraries.

ICT

- a) Upgradation of office work as a whole as well as in cash section was done by installing an Oracle based software.

Infrastructure

- a) Seven new laboratories have been developed for UG courses
- b) Golden Jubilee Building was under construction
- c) Four girl lavatories were renovated.
- d) Upgradation of Library is being started
- e) Departments are provided with computers, internet, LCD projectors.
- f) There are several ICT enabled classrooms out of which two rooms are equipped with smart boards
- g) Research Laboratory
- h) Construction of extension work for B.P.Ed hostel started.
- i) Students' Canteen renovation works completed.

Sports

- a) Multipurpose Play Field (x2)
- b) Basket Ball Court
- c) Cricket Net Practice Arena (concrete)
- d) Kho-Kho Court
- e) Volley Ball Court
- f) Hand Ball Court
- g) Gymnasium Building
- h) Pond/ Pool

6.3.6 Human Resource Management

1. Various leaves, additional increments, evaluations through computer, study leave for faculty members perusing research degrees.
2. For the management of the students' affair, the college has a students' union whose elections are held annually as per university statutes.
3. The teachers' council and the non-teaching staff association look after the affairs of the teaching and non-teaching staff respectively.
4. Ragging free campus
5. Instilling fundamental values among young generation.

6.3.7 Faculty and Staff recruitment

1. Full time faculties are being appointed by the recommendation of college service commission,
2. Guest lecturers following advertisement in daily newspaper through walk-in-interview by University experts, and subject experts as per UGC norms.
3. Casual non-teaching staff was recruited.

6.3.8 Industry Interaction / Collaboration

1. Seminar by Industry people
2. Industry visits in some departments

6.3.9 Admission of Students

As per Vidyasagar University norms

1. UG level – Purely on merit basis (minimum application criteria- 45% marks at +2level)
2. PG level – Merit basis (selection procedure completed by Vidyasagar University)

6.4 Welfare schemes for

Teaching	Employees Credit Co-operative Society Ltd.
Non teaching	Employees Credit Co-operative Society Ltd. Non-teaching Welfare Fund
Students	Student Health Care Unit

In addition, the college facilitate the staff by issuing certificate and recommendations if necessary for the following cases:

- Housing loan
- Two/4 wheeler loan
- House repair loans etc

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	UNIVERSITY	YES	Department
Administrative	YES	STATE GOVT.	YES	COLLEGE

6.8 Does the University/ Autonomous College declares 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?

Being an affiliated college under university rules, the college has no control over the date of publication of results. Nevertheless, for quick publication of results our faculty members complete their all sorts of assigned work by the controller's department of VU in proper time. The college follows the examination rules of Vidyasagar University. The syllabus was reformed in the year 2006 by the University.

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

NA

6.11 Activities and support from the Alumni Association

Some departments have established Alumni association. Facebook groups to form closed networks to help each other and

6.12 Activities and support from the Parent – Teacher Association

There is no Parent-Teacher Association in the college. But each department arranges meetings with the parents from time to time to appraise them of the students' academic progress and discuss various students-related issues. The IQAC, however, feels the need to form a regular Parent-Teacher Association which will work for the development of the college. Sometimes parents are called for meeting regarding student progress. Suggestions are also received from the parents for the improvement of the institution accordingly we try to implement them.

6.13 Development programmes for support staff

1. Computer training for the staff.
2. Additional academic facility through Netaji Subhas Open University study centre.
3. Orientation programs held for the support staff in laboratories.
4. Orientation programs for the administrative support staff.

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

1. Plastic is banned on the campus.
2. Testing of drinking water is being done by Microbiology Department to maintain the quality.
3. The institution has a well maintained botanical garden.
4. Eco friendly initiatives are encouraged
5. Minimisation of use of coal in the campus is a solid measure by the administration to reach carbon neutrality.
6. No tree is being cut unless it becomes dead or is being uprooted by natural calamities.

CRITERION - VII

**Innovations &
Best Practices**

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.

Academic.

1. Preparation of topic based project report as per syllabus as usual.
2. Involvement of students in different awareness programme on thalassemia, dental check up, blood donation, physiological measurements like ECG test, BMI and BP measurements, Trade Mill test etc.
3. In house seminars
4. Film shows by Film Club of our Institution.
5. Classes for Communication skill development and writing CV, personality development etc., to face interviews in securing jobs.
6. Story book reading

Administrative

1. Maintaining of Computerised system at student section as before.
2. Student admission system through bank located at college campus
3. Proper usage of teaching faculty for important administrative sectors through different subcommittees.

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

Action Taken for Academics-

1. Most of our proposals for revision of syllabus have been accepted by different BOS.
2. Feedback was taken regularly from students, alumni and parents.
3. One major and two minor projects
4. Teachers' involvement as Head Examiners in university Examinations.
5. Students participated in various activities at the university, district and state levels.
6. For remedial coaching funds from UGC were used for special classes for students of different backward classes.
7. Feedback was taken regularly from students, alumni and parents.

Action Taken for Administration-

1. Health Insurance for students
2. Provisions made for better students' attendance.
3. Recruitment of guest lecturers for some departments
4. Upgradation of office software in cash section
5. Participation of our teachers in governing bodies of other colleges as V.U. nominee.

Action Taken for Infrastructure-

1. **Green board for each class room**
2. Process of digitalization of library started.
3. Civil work of Jubilee building, extension work of B.P.Ed hostel, Construction of Girls' Hostel and College Gate
5. Bi-color painting of class rooms
6. Purchase of (a) **Aqua guard**, (b) **fire extinguisher**, and (c) **cold water system**
7. Modernization of electrical lines
8. LCD projectors for departments.
9. Land purchased as available adjacent to college premises.
10. Most of the class rooms were fitted with fans and lights.

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

- Fire Safety and Training
- Water quality testing and maintenance

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

7.4 Contribution to environmental awareness / protection

1. The institution spread awareness and sensitized both the student and the rural community around the college regarding sustainable environment through individual and group competitions, talks, exhibitions, movie screening etc.
2. Segregating plastic and paper waste in the class room is essential for recycling plastic waste. Hence a separate waste baskets are given to each class for segregated disposal of waste.
3. Survey of plants, trees, shrubs, herbs and animals, reptiles, butterflies, birds etc for bio-diversity assessment for environmental audit
4. **Energy conservation**
The college has been very conscious about the energy conservation For this the college has gradually moved on from normal light bulbs (least required wattage) to tube lights, slim lights, CFLs, LEDs and the college also replaced most of the CFT monitor from LCD monitors thus conserving energy to the extent required. College also promotes procurement and installation of efficient electrical systems to save electricity.

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTH:

1. Large area of the college.
2. Huge number of regular bonafied students.
3. Large number of SC/ST and Minority students
4. Proper financial budgeting of the departments.
5. Advance lab facilities of the science streams.
6. Advance research lab for micro biology and bio technology.
7. Major research projects of DST and DBT
8. Entire college compound under Wi-Fi connectivity.
9. Three number of NSS units

WEAKNESS:

1. Incomplete Girls Hostel, Golden Jubilee Building, and Indoor Sports Complex under financial grant of UGC.
2. Incomplete Swimming pool.
3. Absence of modern library.

4. Absence of Alumni Association
5. Absence of effective Career Counselling Cell.
6. Only two regular Post Graduate courses.

OPPORTUNITY:

1. Strong support from former faculty members and other well-wishers.
2. Active Academic Tie up and collaboration with national & foreign universities for new generation courses.
3. To provide the Group Insurance and Medical facilities to the students.
4. To provide extra coaching for the NET/SET, GRE, GATE and TOFEL and other competitive exams.
5. To provide regular master degree courses to the home students.

CHALLENGES:

1. To provide modern facilities at par with those available to the students in well-equipped urban colleges.
2. To attract students to traditional courses
3. Economically, socially and educationally backward rural students.
4. To achieve academic autonomy.

7. Plans of institution for next year

- a) **Reprographic unit** has to be opened inside the campus to serve the students and teachers.
- b) The **central library** will be **automated**. Lamination machine, scanners will be purchased for the library.
- c) **New computer labs** will be set up for the Department of Physics, Mathematics, Biotechnology and Microbiology, Geography and Chemistry
- d) **Guest room** is likely to be available at the campus.
- e) Application will be sent for funding from DBT-Gov. of W.B. by **BOOST Program**.
- f) **Wi-Fi** connection as well as LAN connection has to be established.
- g) **Golden jubilee building** should be opened for classes. Ladies toilet (eight) in the said building should be available.
- h) Additional **Water purifier, Water purifier cum cooler, fire extinguishers** are to be installed at various locations.
- i) **A new 63.5 kVA Generator** needs to be purchased
- j) **New electrical wiring system is required to be installed throughout the campus.**
- k) **Most of the departments should have LCD projectors** with computers with internet access for better teaching learning with multimedia.
- l) Five new PG courses will be established; new laboratories for these Departments will have to be established. All these five departments should purchase books worth at least Rs 1 lac each.

- m) Plan to have **separate Faculty rooms** for better interaction between teachers and students after or before classes.
- n) All the class rooms will be painted.
- o) Plan to activate Right to Information (RTI) cell.
- p) Play ground modification is to be done
- q) New deep tube well to be installed.
- r) Language lab to be developed.
- s) Basic medical unit with a full time Doctor, oxygen facility are required for the students, staff members.
- t) The construction of a new indoor sports complex will be completed.
- u) Two new laboratories for the Department of Physical Education will have to be established.
- v) Water will be tested on regular basis by Microbiology Department for maintaining drinking water quality of the campus.
- w) Lightning arresters have to be installed in each building.

Name : Dr. Bidyut Samanta

Name : Dr. Nandan Bhattacharyya

B. Samanta

N. Bhattacharyya

Signature of the Coordinator, IQAC
Coordinator
IQAC
Panskura Banamali College

Signature of the Chairperson, IQAC
Chairperson
IQAC
Panskura Banamali College



BEST PRACTICE #01 2012-13

Title: Fire Safety and Training

Context:

In order to provide a safe environment for the students and the staff members.

The objectives:

Awareness generation amongst staff and students to maintain safe environment in the campus.

The Practice:

Fire extinguishers are installed at several strategic locations on the corridors of all buildings.

The installed extinguishers are periodically checked and the dates of expiries are noted. Trainings were imparted to some people at the time of installation.

Obstacles faced/Problems encountered:

As because all the students were not made aware of the operation of the fire extinguishers, the pins are opened by some of the students out of curiosity resulting in improper maintenance. Therefore, regular maintenance is required and awareness programs for all students and staff are to be organized.

Evidence of Success:

One positive result is that the use of the fire extinguisher that was installed in front of the Chemistry department saved a great hazard caused by electrical short circuit in the main line.

Resources Required:

More classified extinguishers serving different purposes need to be installed and thorough and effective fire safety training from fire department of state government is also required very badly.

Contact Details:
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Panskura Banamali College
Panskura RS
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03228-252222

BEST PRACTICE #02 2012-13

Title: Water quality testing and maintenance

Context:

Supply of quality drinking water to all.

The objectives:

Contaminated water is the route of the water borne diseases which are common to locality like ours. Testing of the presence of pathogenic bacteria in the overhead and ground reservoirs are done periodically by the microbiology department and water treatment is done. Again, installation of water purifiers in different locations of our institution has also made a positive bearing in this respect.

The Practice:

Our students used all the purifiers in an effective manner. They keep proper vigilance and any disorder of the purifier machines is reported by them immediately resulting in quick action for that to be made into working condition.

Obstacles faced/Problems encountered:

Huge number of students, their demand for purified water and insufficient number of machines create some problems occasionally, especially in summer. It is also to be noted that the summer is the university examination time when large number of parents of the examinees of other colleges also demand the purified water. Besides improper handling of purifiers by some of our students, especially the outside students, disturbs some purifiers which pose some problem like more repair and maintenance expenses and scanty supply of purified waters at some locations.

Evidence of Success:

Due to use of purified and well treated drinking water, the mind-set of our students changed regarding health and hygiene issues. Many of the students are even accustomed to use this purified water by carrying it to home. As per verbal discussion with the students, it appears that the occurrence of water borne diseases declined significantly in recent times.

Resources Required:

More number of water purifiers including coolers (for summer season) are required to meet the need of the huge number of students. It also requires huge fund to meet the said amenities. But lack of sufficient fund creates some hindrance in this respect.

Contact Details:

The Principal

Panskura Banamali College

Panskura RS

PIN 721152

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ANNEXURE I
PANSKURA BANAMALI COLLEGE
Questionnaire No. 1: STUDENT FEEDBACK ON SUBJECT

Name of the Students:

Year/Semester:

Subject:

Department:

Students are requested to rate the course on the following attributes using 4-point scale shown. The format given is for one course. Do the same for other courses on separate page.

4	3	2	1
↓	↓	↓	↓
VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY

Sl. No,	Parameters	A Very Good	B Good	C Satisfactory	D Unsatisfactory
1.	Extent of coverage of course				
2.	Work load of the subject				
3.	Applicability/relevance to real life situation				
4.	Relevance of the subject in relation to the understanding of the major field				
5.	Availability of text book				
6.	Relevance of the subject covered to the examination/tests				
7.	Additional remedial teaching for better understanding of the subject				
8.	Overall rating				
9.	Suggestion (s) if any for improvements				

PANSKURA BANAMALI COLLEGE

Questionnaire No. 2: STUDENT FEEDBACK ON TEACHER

Name of the Teacher:

Year/Semester:

Subject:

Department:

Please rate the teacher on the following attributes using 4-point scale shown.

4	3	2	1
↓	↓	↓	↓
VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY

Sl. No	Parameters	A Very Good	B Good	C Satisfactory	D Unsatisfactory
1.	Knowledge base of the teacher as perceived by you				
2.	Communication skill in terms of articulation & comprehensibility				
3.	Sincerity/commitment of the teacher				
4.	Interest about the subject generated by the teacher				
5.	Ability to integrate content with other courses				
6.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside classroom and inside the campus)				
7.	Lecture was				
8.	Subject coverage was				
9.	Nature of delivery was				
10.	Whether questions from students were encouraged				
11.	Presentation of the lecture was				
12.	Overall rating				
13.	Comments on strong points of the teacher				
14.	Suggestion (s) if any for improvements				

ANNEXURE II

ACADEMIC CALENDER FOR THE SESSION 2012-2013

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/Exam.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
July '12	1st	July (1-7)	01.07.2012 (Sunday) 6.7.2012 (Sabebarat)	2 days	5 days	Practical Class / Exam. for 2nd Year
	2nd	July (8-14)	8.07.2012 (Sunday)	1 Day	6 days	Practical Exam. For UG 2nd Year
	3rd	July (15-21)	15.07.2012 (Sunday)	1 Day	6 days	17.07.2012 Commencement of 1st, 2nd, 3rd Year B.A./ B.Sc./ B.Com Classes
	4th	July (22-28)	22. 07. 2012 (Sunday)	1 Day	6 days	24.07 2012 last Date of Admission of 1st year B.A./B.Sc./B.Com. Students.
July – August 2012	5th	July 29 – Aug – 04	29.07.2012 (Sunday)	1 Day	6 days	01.08.2012-Last date of submission of academic auditing report to V.U.
	6th	August (5-11)	05.082012 (Sunday) (Janmastami)	- 2 days	5 days	08.08.2012 - last date of change of subjects for 1st year B.A./B.Sc./B.Com, Students.
	7th	August (12-18)	12.08.2012 (Sunday) 15.08.2012 (Independence day)	2 days	5 days	Class for UG 1st,2nd & 3rd Year & PG- 1st & 3rd Sem
	8th	August (19-25)	19.08.2012 (Sunday) 20.08.2012 (Id-UL-Fitre)	2 days	5 days	To VU for 1st year B.A./ B.Sc./ B.Com. Students, without fine
August - September-12	9th	August 26- Sept-01	25.08.2012 (Sunday)	1 Day	6 days	30.08.2012- Last date of Admission for 2nd & 3rd year B.A/ B.Sc./ B.Com Students.

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/Exam.	Remarks
September -12	10th	September (2-8)	02.09.2012 (Sunday)		6 days	Inter College Cultural Meet. 4.9.2012-Last date of submission of 'Teachers' Bio data to V.U.
	11th	September (9-15)	9.9.2012 (Sunday)	1 day	6 days	10.09.2012 • Last date of submission of registration form to V.U. for 1st year BA/B.Sc./H.Com, Students with fine.
	12th	September (16-22)	16.09.2012 (Sunday)	1 day	6 days	Student Union election to be held In between 12.09.2012 to 22.09.2012
	13th	September (23-29)	23.09.2012 (Sunday) 26.09.2012 (Vidyasagar Birth Day) 29.09.2012 (University Foundation Day)	3 days	4 days	Class for UG & PG
September - October - 2012	14 th	September-30 - October - 06	30.09.2012 [Sunday] 02-10-2012 (Mahatma Gandhi's Birth day)	2 days	5 days	Class for UG & PG
	15th	October (7-13)	07.10.2012 (Sunday)	1 day	6 days	Class for UG & PG
Oct-12	16th	October (14-20)	14.10.2012 (Sunday) 15.10.2012 (Mahalaya) 20.10.2012 (Puja Holidays, begin)	3 days	4 days	Class for UG & PG
Oct-12	17th	October (21-27)	21.10.2012 To 27.10.2012 (Puja Holidays)	7 days	NIL	Puja Vacation
Oct-Nov-12	18th	Oct-28 to Nov-03	28.10.2012 To 03.11.2012	7 days	Nil	Class for PG
Nov-2012	19th	Nov (4-10)	To 10.11.2012 Puja Holidays)	7 days	NIL	Class for PG
	20th	Nov (11-13)	11.11.2012 To 13.11.2012 (Puja Holidays)	3 days	NR	Class for PG

N.B.: For Honours students at least 2 class tests per paper and at least 1 class test per paper will have to be conducted by the College within the period of the 1st Term.

2nd Term 14.11.2012 to 01.01.2013

Month	No. of Week to Academic Session	Dates In the week	Holidays.	No. of no Class Days	No. of days available for holding Class/Exam.	Remarks
November - 2012	20th (part)	November (14-17)	15.11.2012 (Bhatridwitya)	1 day	3 days	Class for UG & PG
	21th	Nov - (18-24)	18.11.2012 (Sunday)	1 Day	6 days	Class for UG & PG
	22 nd	Nov-25 Dec- 01	25.11.2012 [Sunday] 28.11.2012 (Guru Nanak Birth day)	2 days	5 days	Class for UG & PG
December - 2012	23rd	December (2-8)	02.12.2012 (Sunday)	1 days	6 days	Class for UG & PG
	24th	December (9-15)	09.01.2012 (Sunday)	1 days	6 days	Class for UG & PG
	25th	December (16-22)	16.12.2012 (Sunday)		6 days	Class for UG & PG
	26th	December (23-29)	(Sunday) To- 25. 12.2012 to (Winter Recess)	6 days	1 days .	Class for UG & 1st Sem Study Leave for PG-3rd Sem
Dec -2012 Jan-1013	27th	Dec- 30 - Jan -01	To (Winter Recess)	3 days	Nil	Study leave for PG

N.B: For Honours students at least 1 class test per paper will have to be conducted by the College within the period of the 2nd Term.

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/Exam. 4 days	Remarks
January - 2013	27th (Part)	January (2-5)		NIL		Class for 1st,2nd, 3rd Year, Exam of PG/ Processing for examination of internal assessment
	28th	January (6-12)	06.01.2013 (Sunday)	1 day	6 days	Class for 1st,2nd,3 rd Year, Exam of PG/ Processing for examination of internal assessment
	29th	January (13-19)	13.01.2013 (Sunday)	1 day	6 days	Classes for 1st,2nd, 3rd Year , PG 4th Sem, Exam of PG 1st Sem/ Processing for examination of internal assessment
	30th	January (20-26)	20.01.2013 (Sunday) (Netaji Birth Pay) (Fateah Duwaz. Daham) (Republic Day)	4 days	3 days	Class for 1st,2 nd , 3rd Year , PG 4th Sem, Exam of PG 1st Sem/ Processing for examination of internal assessment
January-February-13	31 st	Jan-27 Feb-02	27 01.2013 (Sunday)	1 day	6 days	Class for 1st,2nd, 3 rd Year & PG
February-13	32 nd	February (3-9)	03.02.2013 (Sunday)	1 day	6 days	Class for 1st,2 nd ,3rd Year & PG
	33 rd	February (10-16)	10.02.2013 (Sunday)	1 day	5 days	Class for 1st,2nd, 3rd Year & PG
	34 th	February (17-23)	17.02.2013 (Sunday)	1 day	6 days	Class for 1st,2 nd ,3rd Year & PG

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/ixam. 4 days	Remarks
February- March 2013	35 th	Feb- 24- March- 02	24.02.2013 (Sunday)	1 day	6days	Class for 1st,2nd,3rd Year & PG
March- 2013	36 th	March (3-9)	03.03.2013 (Sunday)	1 day	6 days	07.03.2012 Closing of 3 rd year BA/ B.Sc./B.Com. Classes.
	37 th	March (10-16)	10.03.2013 (Sunday)	1 day	6 days	Class for 1st, 2nd Year & PG
	38 th	March (17-23)	17.03.2013 (Sunday)	1 day	6 days	Class for 1st, 2nd Year & PG
	39 th	March (24-20)	24.03.2013 (Sunday) 30.12.2013 (Doljatra) 01.01.2013 (Good Friday) 17.03.2013 (Easter Saturday day)	4 day	3 days	Class for 1st,2nd Year & PG
March- April • 2013	40 th	March-31 April-6	31.04.2013 (Sunday)	1 days	6 days	Class for 1st,2 nd Year & PG
April -2013	41 st	April (7-13)	07.04.2013 (Sunday)	1 day	6 days	12.04.2012 Closing of 1 st and 2 nd year B.A./B.Sc./B.Com. Classes. Class for PG Practical class for B.Sc. Part-II
	42 nd	April (14-20)	14.04.2013 (Sunday)	1 days	6 days	Class for PG Practical class for B.Sc. Part-II
	43 rd	April (21-27)	21.04.2013 (Sunday)	1 day	6 days	Study Leave for PG 4th Sem Class for PG 2nd Sem Practical class for B.Sc. Part-II
April - May* 2013	44 th	April - 28 May- 4	28.04.2013 (Sunday) 01.05.2013 (May Day)	2 days	5 days	Study Leave for PG 4th Sem Class for PG 2nd Sem Practical class for B.Sc. Part-II

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/ixam. 4 days	Remarks
May - 2013	45 th	May (5-11)	06.05.2013 (Sunday) 08.05.2013 (Rabindranath Birth Day)'	2 days	5 days	Class for PG-2nd Sem. Spot Evaluation for Part - III/Processing of Part -I & Part-II examination
	46 th	May (12-18)	12.05.2013 (Sunday) To 16.05.2013 to 18.05.2013 (Summer recess)	4 days	3 days	Class for PG-2nd-Sem. Exam of PG-4th Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination
May - 2013	47 th	May (19-25)	(Summer recess}	7 days	Nil	Class for PG-2nd-Sem. Exam of PG-4th Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination
May- June-2013	48 th	May-26- June-01	(Summer recess)	7 days	Nil	Class for PG-2nd-Sem. Exam of PG-4th Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination
June-2013	49 th	June- (2-8)	(Summer recess)	7 days	NIL	Practical Class for PG-2nd-Sem. Spot Evaluation for Part-III, Processing of Part-I & Part- II examination Admission Process of UG 1st Year
	50 th	June- (9-15)	(Summer recess)	7 days	NIL	Study leave for PG 2nd Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination. Admission Process of UG 1st Year
	51 st	June- (16-22)	(Summer recess)	7 days	Nil	Study leave for PG-2nd Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination Admission Process of UG 1st Year

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/ixam. 4 days	Remarks
June-2013	52 nd	June- (23-29)	(Summer recess)	7 days	NIL	Practical Practice Class for 2nd Year Exam of PG_2nd Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination. Admission Process of UG 1st Year
	53 rd	June (30)	(Summer recess)	7 days	NIL	Practical Practice Class for 2nd Year Exam of PG_2nd Sem. Spot Evaluation for Part-III/Processing of Part-I examination. Admission Process of UG 1st Year