

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution	Sailajananda Falguni Smriti Mahavidyalaya
1.2 Address Line 1	Khayrasole
Address Line 2	Birbhum
City/Town	Khayrasole
State	West Bengal
Pin Code	731125
Institution e-mail address	sfsmahavidyalaya@gmail.com
Contact Nos.	+919434581802
Name of the Head of the Institution:	Prof. Nirmal Kumar Sahoo
Tel. No. with STD Code:	N.A.
Mobile:	+919434581802

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:   
(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)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C	1.72	2016	2021(4 <sup>th</sup> November)
2	2 <sup>nd</sup> Cycle	--	--	--	--
3	3 <sup>rd</sup> Cycle	--	--	--	--
4	4 <sup>th</sup> Cycle	--	--	--	--

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

1.8 AQAR for the year (for example 2010-11)

1.9 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 \_\_\_\_\_ (DD/MM/YYYY)4  
 ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
 iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
 iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.10 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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

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

The University of Burdwan

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc: **NA**

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="04"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="Nil"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="Nil"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="09"/>

2.10 No. of IQAC meetings held 03  
 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

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
Publication of Two Seminar proceedings	Work in progress
Construction of library and reading room	Work in progress

\* 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

## 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	---	---	---
PG	0	---	---	---
UG	7	---	---	---
PG Diploma	0	---	---	---
Advanced Diploma	0	---	---	---
Diploma	0	---	---	---
Certificate	0	---	---	---
Others	0	---	---	---
<b>Total</b>	7	---	---	---
Interdisciplinary	---	---	---	---
Innovative	---	---	---	---

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	x
Trimester	X
Annual	√

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.

NA

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

No

### Criterion – II

## 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	29	12	0	0	17(APTT)

2.2 No. of permanent faculty with Ph.D.

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
	7	3	--	--	--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	28	1
Presented papers	14	36	Nil
Resource Persons	Nil	Nil	Nil

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

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 restructuring/ revision/ syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

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 appeared	Division				
		Distinction	I	II	III	Pass %
<b>Honours Course</b>	<b>63</b>	<b>N.A</b>	<b>02</b>	<b>49</b>	<b>---</b>	<b>80.95%</b>
<b>General Course</b>	<b>158</b>	<b>N.A</b>	<b>---</b>	<b>10</b>	<b>65</b>	<b>47.47%</b>

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

IQAC provide inspiration to the faculties of the respective departments to innovate new methods and use of modern equipments to ensure quality teaching.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	1
Others	0

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	Nil	1	Nil	1
Technical Staff	Nil	1	Nil	1



## Criterion – III

### 3. Research, Consultancy and Extension

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

Organization of Two National Level Seminars Organization of District Level Workshop
--

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	---	---	---	---

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	---	---	---	---

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	---	---	---
Non-Peer Review Journals	---	5	---
e-Journals	---	---	---
Conference proceedings	---	13	---

#### 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	--	--	--	--
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 Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : **NA**

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	---	2	---	---	1
Sponsoring agencies	---	UGC	---	---	IQAC-(UGC)

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs: **NA**

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NA
	Granted	NA
International	Applied	NA
	Granted	NA
Commercialised	Applied	NA
	Granted	NA

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
1	--	--	--	1	--	--

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

Nil

Nil

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

Nil

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

JRF Nil SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level 05 State level Nil  
National level Nil International level Nil

3.22 No. of students participated in NCC events:

University level 42 State level 36  
National level 16 International level Nil

3.23 No. of Awards won in NSS:

University level Nil State level Nil  
National level Nil International level Nil

3.24 No. of Awards won in NCC:

University level Nil State level 4  
National level 2 International level Nil

### 3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

- Blood donation camp organised by NSS & NCC on 30.01.2017
- Swochha Bharat Abhijan organised by NCC on 14.02.2016
- Yoga Programme organised by NCC on 21.06.2017

## 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	27559.21sq..m	NA	Own	
Class rooms	12	3	MP LAD, Higher Education (Govt. Of West Bengal )	15
Laboratories	1	Nil	Higher Education, Govt. Of West Bengal	1
Seminar Halls	1	Nil	Higher Education, Govt. Of West Bengal	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	05	Nil	UGC	05
Value of the equipment purchased during the year (Rs. in Lakhs)	2.15	Nil	UGC, Higher Education, Govt. Of West Bengal	2.15
Others	---	---	---	---

#### 4.2 Computerization of administration and library

Computerization of administration and library has been done and the process is going on for further improvement

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13144	Not calculated	--	--	--	--
Reference Books	1198	Not calculated	--	--	--	--
e-Books	--	--	--	--	--	--
Journals	--	--	--	--	--	--
e-Journals	--	--	N-List	--	INFLIBNET	--
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	14	2	4	--	--	5	4	3
Added	3	1	1	--	--	1	0	1
Total	17	3	5	--	--	6	4	4

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

Nil
-----

#### 4.6 Amount spent on maintenance in lakhs:

i) ICT	0.8
ii) Campus Infrastructure and facilities	Nil
iii) Equipments	0.5
iv) Others	0.8
<b>Total:</b>	2.1

## Criterion – V

### 5. Student Support and Progression

### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- \* Planning & designing development programs & implementation of such programs
- \* Wide publicity for plastic free zone, afforestation program
- \* IQAC has developed a system of giving wide publicity to student support services through notification (online & offline)
- \* Separate support service tab in the Website for students' admission

### 5.2 Efforts made by the institution for tracking the progression

Continuous evaluation and counselling of the students  
 Universal enrolment as alumni

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1358	---	---	---

### (b) No. of students outside the state

20

### (c) No. of international students

---

	No	%		No	%
Men	739	54.42	Women	619	45.58

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
761	267	7	300	Nil	1335	655	274	11	417	1	1358

Demand ratio 86%          Dropout % 29.09

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

Personal counselling by the faculty  
 Career counselling by the cell concerned

### No. of student beneficiaries

50

### 5.5 No. of students qualified in these examinations

NET 2      SET/SLET --      GATE --      CAT --

IAS/IPS etc  State PSC  UPSC  Others

### 5.6 Details of student counselling and career guidance

Student counselling and career guidance done weekly

No. of students benefitted

### 5.7 Details of campus placement: NA

<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

Nil

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	485	Rs. 11laks 63thousands and six hundreds
Financial support from government	1027	Direct transfer to the account of beneficiary
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

### 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

5.13 Major grievances of students (if any) redressed: Drinking Water, Canteen facilities

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the Institution

S.F.S. Mahavidyalaya is highly committed to the noble cause of enlightening the poor and backward students both academically and socially. As most of the students are first generation learners, the teachers of this college adopt a liberal dynamic and student-friendly mode of teaching. The students are provided with Smart Class Room, Reading Room facilities and they are constantly under the careful monitoring of the teachers. The backward students are coached with special care through the Remedial Coaching and Career & Counselling Classes. The Career & Counselling cell of this college not only provide constant guidance to students regarding their better career opportunities but also takes care to mould the all round personality of them. Overall, the institution tries to develop the all round personality of the students. .

#### 6.2 Does the Institution has a management Information System

No, however, all the information are made available to the management at the time of G.B. Meeting.



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

6.3.1 Curriculum Development

NO

6.3.2 Teaching and Learning

Smart class room teaching  
Students' feedback  
Career counselling  
Distribution of study materials

6.3.3 Examination and Evaluation

Regular Class Test  
Seminar Presentation on selected topics by students  
Open Book Examination

6.3.4 Research and Development

Publication of Research Journals

6.3.5 Library, ICT and physical infrastructure / instrumentation

Installation of local library management software  
Purchasing of iron book rack for shelving  
Purchasing of periodicals, magazines and journals

6.3.6 Human Resource Management

Motivational Session, Extension of welfare services

6.3.7 Faculty and Staff recruitment

Recruitment of 7 teaching staff  
Appointment of guest lecturer as interim arrangement  
Sending requisition to CSC for Principal & teacher recruitment

6.3.8 Industry Interaction / Collaboration

NO

6.3.9 Admission of Students

On-line admission

6.4 Welfare schemes for	Teaching	<i>Puja advance</i>
	Non teaching	<i>Puja advance/ex gratia</i>
	Students	Financial & academic support to financially weak students through concession of tuition fees

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	No	No	No	No
Administrative	No	No	No	No

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?

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

6.11 Activities and support from the Alumni Association

6.12 Activities and support from the Parent – Teacher Association

### 6.13 Development programmes for support staff

- Annual enhancement of monthly allowance
- Involvement in academic works like admission, examination etc.

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

- Plantation
- Periodic cleaning up of the college campus
- Banning of plastic substances in the institution

## 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.

- Introduction of Literary & Cultural Competition among the students
- Felicitation ceremony and distribution of prizes for meritorious students securing highest marks in every Department, particularly in Honours Courses

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

<b>Planned for</b>	<b>Action</b>
* Uploading teaching modulus	Executed
* Smart classes with PPT presentation	Executed
* Uploading teachers' profile	Executed

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

- Enrichment of cultural activities among students through different literary and cultural competition
- Environmental and Social awareness programs

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

7.4 Contribution to environmental awareness / protection

Various Social Awareness Programmes like Cleaning up of the college campus, Plantation, Literacy, Health & Hygienic, Yoga etc. By N.S.S. & N.C.C. of this college.

7.5 Whether environmental audit was conducted? Yes  No

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

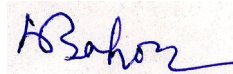
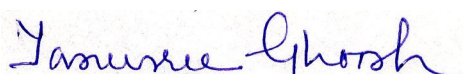
The institution is established in a rural & remote area. Most of the students come from financially backward family & from minority community and belong to the generation of first learners.

### 8. Plans of institution for next year

- Starting the construction of separate department for Sanskrit and Philosophy
- Initiative for academic audit
- Initiative for environmental audit

Name *Dr. Tanusree Ghosh*

Name *Nirmal Kumar Sahoo*



\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\*\*\_\_\_\_\_

**Annexure I**

### **Abbreviations:**

CAS - Career Advanced Scheme

CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

\*\*\*\*\*