

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

AQAR for the Year:

2017 – 2018

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:

Prof. Ajoy Saha

Mobile:

7909617550

IQAC e-mail address:

iqac.sfsmv@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

WBCOGN22982

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)

F.19.26/EC (SC-18)/DO/2016/138.1

1.5 Website address:

www.sfsmahavidyalaya.ac.in

Web-link of the AQAR:

<http://www.sfsmahavidyalaya.ac.in/AQAR2017-18.doc>

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 st Cycle	C	1.72	2016	2021(4 th November)
2	2 nd Cycle	--	--	--	--
3	3 rd Cycle	--	--	--	--
4	4 th Cycle	--	--	--	--

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

30.04.2013

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 2016-17 Submitted to NAAC on 21.12.2018
 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)

1.11 Name of the Affiliating University (for the Colleges)

The University of Burdwan

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

Autonomy by State/Central Govt. / University

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="05"/>
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="10"/>

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students

2

Alumni

1

Others

15

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

0

National

0

State

0

Institution Level

0

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Nursing training centre for Students and local inhabitants, initiative for computer training centre

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
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

Approved by management Committee/ Governing Body for submission

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	---	---	---
Total	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	√
Trimester	x
Annual	x

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
30	13	0	0	17(APTT)

2.2 No. of permanent faculty with Ph.D.

02

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
--	2	--	--	--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

05(Guest)

--

--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	Nil	Nil
Presented papers	32	10	Nil
Resource Persons	Nil	Nil	Nil

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

Computerized class teaching, Seminar presentation, Group discussion, open book exam system

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

226

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

Open Book Examination

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

Nil

2.10 Average percentage of attendance of students

75%

2.11 Course / Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
Honours Course	68	N.A	3	49	---	76.47 %
General Course	148	N.A	---	32	30	41.89 %

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.	0
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

The IQAC has encouraged teachers to take part in different Faculty Inuction Programmes, Refresher Courses, Seminars and Conferences. It has also motivated the stakeholders to publish their writings in different journals or books.

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	03	05	---
Non-Peer Review Journals	---	01	---
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	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--
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	---	---	---	---	
Sponsoring agencies	---	---	---	---	

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
Nil	--	--	--	---	--	--

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

08

State level

Nil

National level

Nil

International level

Nil

3.22 No. of students participated in NCC events:

University level

120

State level

64

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

03

National level

02

International level

Nil

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="3"/>	
NCC	<input type="text" value="5"/>	NSS	<input type="text" value="6"/>	Any other <input type="text"/>

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

- Tree Plantation on College Campus on 21.8.17 organised by NCC.
- Blood donation & Health check-up camp organised by NSS & NCC on 27.11.2017.
- AIDS Day observation by NSS on 1st December, 2017.
- Awareness Lecture on National Voters' Day on 25.01.2018 organised by NCC.
- Garbage Cleaning Programme organised by NSS on 24.02.2018 at Adopted Village.
- NSS Special Camping Programme held on 21.02.18 - 27.02.18.
- Awareness Programme on "Evil Effect of Tobacco" organised by NSS & DTCC on 22.03.18.
- Anti Tobacco Rally organised by NCC on 31.03.2018.
- Awareness Rally on World Environment Day on 5th June, 2018 organised by NSS in Adopted Village.
- Celebration of International Yoga Day on 21.06.2018 organised by NCC.

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	15	Nil	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	
Value of the equipment purchased during the year (Rs. in Lakhs)	----	Nil	UGC, Higher Education, Govt. Of West Bengal	
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	920000.00	--	--	13144	920000.00
Reference Books	1198	161708.00	74(54 MRP Books+ 20 Text Reference)	33027.00 (30627+ 2400)	1272	194735.00
e-Books	--	--	--	--	--	--
Journals	--	--	04	723.00	04	723.00
e-Journals		--	N-List	5900	NLIST Services	5900
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)			1 (Career 360)	300	1 (Career 360)	300

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	17	3	5	--	--	6	4	4
Added								
Total								

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	0.80
ii) Campus Infrastructure and facilities	nil
iii) Equipments	nil
iv) Others	0.31
Total:	1.11

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
1078	---	---	---

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

(d) Demand ratio %

Drop out %

No	%
531	49.26

Men

Women

No	%
547	50.74

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
655	274	11	417	1	1358	524	195	3	356	----	1078

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

5.5 No. of students qualified in these examinations

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

5.6 Details of student 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 Nil National level Nil International level Nil

No. of students participated in cultural events

State/ University level Nil National level Nil International level Nil

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

Sports: State/ University level Nil National level Nil International level Nil

Cultural: State/ University level Nil National level Nil International level Nil

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	132	Rs. 47110/-
Financial support from government	837	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

NA

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 different articles and chapters in
reputed Journals and books from time to time.

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 Sessions, Extension of welfare services
and activities.

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 according to merit.

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	Financial & academic support to financially weak students through concession of tuition fees

6.5 Total corpus fund generated

Nil

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

☐ NA

No

☐ NA

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

NA

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

No effort has been taken so far

6.11 Activities and support from the Alumni Association

Organization of social awareness programmes like literacy campaigning, environmental awareness programme etc.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher meeting has been organised. Parents are informed about the performance of their wards (mainly attendance of the classes and percentage of marks obtained in the class tests). Parents also pointed out the problems of their wards.

6.13 Development programmes for support staff

- Annual enhancement of monthly allowance
- Involvement in academic works like admission, library work 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.

- 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

Planned for	Action
* 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 competitions
- 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 ☒

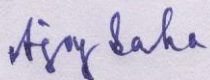
7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

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

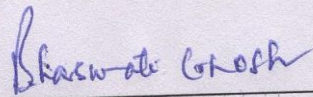
Name Dr. Ajoy Saha



Signature of the Coordinator, IQAC
Co-ordinator, IQAC
S.F.S. Mahavidyalaya
Khayrasole, Birbhum

Signature of the Coordinator, IQAC

Name Dr. Bhaswati Ghosh



Signature of the Chairperson, IQAC
Principal
S.F.S. Mahavidyalaya
Khayrasole, Birbhum

Signature of the Chairperson, IQAC

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
