

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

KANDRA RADHA KANTA KUNDU
MAHAVIDYALAYA

1.2 Address Line 1

P.O. - KANDRA

Address Line 2

P.S.-KETUGRAM, DISTT.-PURBA
BARDHAMAN

City/Town

KANDRA

State

WEST BENGAL

Pin Code

713129

Institution e-mail address

mrinalkantee@gmail.com

Contact Nos.

(03453) 273372

Name of the Head of the Institution:

DR. MRINAL KANTI
CHATTOPADHYAY

Tel. No. with STD Code:

(03453) 273372

Mobile:

9434249709

Name of the IQAC Co-ordinator:

DEBARATI GHOSH

Mobile:

9073328740

IQAC e-mail address:

krkkm.iqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

WBCOGN17013

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)

EC (SC)/20/A&A/37.1

1.5 Website address:

www.kandrarkmahavidyalaya.org

Web-link of the AQAR:

http://kandrarkmahavidyalaya.org/sample_admin/upload/news/1518680592_AQARFormatFinal_2016_17---pdf.pdf

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	B	2.07	2016	15.12.2021
2	2 nd Cycle	NA			
3	3 rd Cycle	NA			
4	4 th Cycle	NA			

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

14.04.2014

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

2016-17

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 _____ NA _____ (DD/MM/YYYY)
- 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*)

UNIVERSITY OF BURDWAN

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

Autonomy by State/Central Govt. / University	<input type="text" value="NO"/>		
University with Potential for Excellence	<input type="text" value="NO"/>	UGC-CPE	<input type="text" value="NO"/>
DST Star Scheme	<input type="text" value="NO"/>	UGC-CE	<input type="text" value="NO"/>
UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text" value="NO"/>
UGC-Innovative PG programmes	<input type="text" value="NO"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text" value="NO"/>		

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="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="00"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="03"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="15"/>

2.10 No. of IQAC meetings held-- 04

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

- 1. Meets regularly to chalk out plans for the whole academic session
- 2. CAS of 05 teachers
- 3. NAAC accreditation
- 4. Two new depts., Education & Mass Communication opened (Honours course)

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
1) Special Camp & 3 Units of NSS 2) Construction of 2 nd floor of Nayan Sah Darbesh Bhaban 3) Ad On Course on Computer Application	All successfully completed.

** 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

The Principal presented the AQAR (2016-17) to the House for approval. The House accepted and approved the same and requested the Principal to submit the AQAR (2016-17) to the concerned authority as early as possible.

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				
PG				
UG	09	02	-	-
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				01
Others	09	02		01
Total				
Interdisciplinary	ENVS & Compulsory English and Bengali			
Innovative				

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

Pattern
Semester
Trimester
Annual 06

1.3 Feedback from stakeholders* (On all aspects) Alumni Parents Employers Students

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.

Burdwan University reserves the right to revise/update the syllabi.

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

Two new Departments, 1. Education, & 2. Mass Communication introduced in the session 2016-17.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
14	13		01	

2.2 No. of permanent faculty with Ph.D.

07

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
06	02							06	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

19

--

14

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	02	
Presented papers	07	09	
Resource Persons		01	

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

Smart classes, Movie screenings from relevant texts, PPTs, Educational tours, Students' Seminars, Wall Magazines and Sahitya Sabha have been organized by various Departments in the college.

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

210

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

Nil

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

03

-

-

2.10 Average percentage of attendance of students

60%

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.A.HONOURS	134	-	11	87	-	73.13
B.A.GENERAL	363	-	0	14	137	41.59

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

1. Monitors the performance of students in Internal assessments
2. Organizes Seminars & Educational tours
3. Evaluates Student Feedbacks
4. Encourages teachers to participate in various professional skill development and training programmes like Orientation Programme, Refresher Course, Workshop, Summer/Winter school. Etc.
5. Encourages all teachers to contribute regularly in reputed Journals and remain engaged in research activities.

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	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	10
Others-STC	01

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	12	05	06	00
Technical Staff	01	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

1. IQAC regularly holds meetings with the Research and Development Sub Committee in the college.
2. The Research and Development Sub Committee constantly encourages teachers to send proposals for MRPs
3. Two teachers are engaged in PhD work
4. Three NSS Units of the college remain engaged in Extension activities throughout the year.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01			
Outlay in Rs. Lakhs	4 lakhs			

3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	08	
Non-Peer Review Journals			03
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	2015-17	ICSSR	4 lakhs	3lakhs 20 thousand
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			4 lakhs	3lakhs 20 thousand

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events: NA

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC: NA

University level State level
National level International level

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

1. Regular camps organized by 3 Units of NSS; there are 3 adopted villages under them.
2. Tree plantation, Blood donation camp, AIDS Awareness, overall cleaning of the surrounding area.

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	5.27 acres		College Development fund	
Class rooms	26	07	MSDP Project	Rs. 70,00,000/-
Laboratories	04	01	UGC	
Seminar Halls	01			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		Nil		
Value of the equipment purchased during the year (Rs. in Lakhs)		Nil		
Others		-		

4.2 Computerization of administration and library

- Admission Form fill up, fees collection, IT calculation and Arrear bill by computer; KOSA software has been installed.
- Library not yet computerized due to lack of permanent staff.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8000	20,00,000	200	50,000	8200	20,50,000
Reference Books	4000	8,00,000	118	23,600	4118	8,23,600
e-Books	Nil					
Journals	03	2,000	05	5,000	08	7,000
e-Journals	Nil					
Digital Database	Nil					
CD & Video	Nil					
Others (specify)	50	5,000	01	Donation	51	5,000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	41	08	All	-	-	06	21	06
Added								
Total	41	08	All	-	-	06	21	06

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

1. Office, Library and all Departments are connected by internet.
2. Department of Physical Education conducted an Ad on Course on Computer Applications.

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

NA

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC maintains friendly relation with students and teachers and encourages teachers to lay such plans into action that benefit the students, who are the main stakeholders.

5.2 Efforts made by the institution for tracking the progression

The IQAC has set up an Alumni Association with which meetings are held from time to time to keep a tab on how students are faring after leaving college.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2574	-	-	-

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	1186	46.07		1388	53.92

Last Year(2015-16)						This Year(2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
973	457	13	514	NIL	2330	922	473	12	576	NIL	2574

Demand ratio 2.77: 1

Dropout % = 32%

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

The College has a Career Counselling Cell which holds regular Career Talk Programmes.

No. of students beneficiaries

NA

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

There is a Career Counselling Cell in the College. A number of seminars and lectures have been organized by this Cell.

No. of students benefitted

200

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

1. Teachers have attended Short Term Courses on Gender Sensitization.
2. The Women's Cell of the College organizes seminars along with IQAC.
3. IQAC also organizes seminars on Women's empowerment.
4. There is also a Sexual Harassment Cell in the college.

5.9 Students Activities

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

State/ University level	02	National level	02	International level	-
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No. of students participated in cultural events:

State/ University level	12	National level	01	International level	-
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5.9.2 No. of medals /awards won by students in Sports, Games and other events

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

	Number of students	Amount
Financial support from institution	300	Rs.18,750
Financial support from government	650 approx.	89,00,000 approx.
Financial support from other sources	Nil	
Number of students who received International/ National recognitions	-	-

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:

- i. Safe, Purified drinking water for all students.
- ii. Up gradation of playground, Multigym and Physiotherapy centre.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- **Vision:** To provide the best possible infrastructure to socially & economically disadvantaged students and make them capable, confident & ambitious citizens of India.
- **Mission:** To offer opportunity for higher education to economically and academically underprivileged population, especially female students, and teach them the ideals of social equality, secularism, national integration, humanity and self respect.

6.2 Does the Institution has a management Information System

There is no such system at present.

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

6.3.1 Curriculum Development

The College follows the curriculum of the University of BU. Teachers of the institution eagerly participate in the curriculum development process.

6.3.2 Teaching and Learning

There is a marked increase in the use of modern teaching aids in all departments in the college. Smart classes, Movie screenings, Language Lab, Student Seminars, Invited lectures, Educational tours, Wall magazines and various Cultural programmes encourage students to improve and get more involved.

6.3.3 Examination and Evaluation

Base level tests, Class tests and showing of answer scripts help to prepare students for the big event.

6.3.4 Research and Development

1. Research and Development sub Committee regularly encourages and displays forms and notices for Major and Minor Projects.
2. Two teachers are pursuing PhD.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The College library has no permanent staff. Hence, major development in that area is difficult. However, it is equipped with a reading room and has a good collection of reference books.
- Subscriptions have been made for a number of quality Journals.
- College has recently proposed to modernise and computerize the library.
- There are 41 computers in the college and all are connected with internet.

6.3.6 Human Resource Management

The GB, Teachers' Council, IQAC & Students' Union has been formed as per the statute of the University and the Government.

6.3.7 Faculty and Staff recruitment

The TS and NTS are recruited by the West Bengal College Service Commission and according to government rules respectively.

6.3.8 Industry Interaction / Collaboration

At present, there is no industry interaction or collaboration.

6.3.9 Admission of Students

Admission of students is made online as per direction of the Government of West Bengal and University of Burdwan.

6.4 Welfare schemes for

Teaching	Loan facility, Guest House, PF, Canteen
Non teaching	Loan facility, Guest House, PF, Canteen
Students	Cheap Stores, Canteen, Free studentship, Multigym and Physiotherapy centre.

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	BU	Yes	Institute
Administrative	No		No	

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?

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

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

1. Every year during the monsoons, the college organizes “Vriksharopana Utsav”. Saplings are bought from the College Development Fund.
2. NSS also volunteers to buy and plant saplings. It supervises a small garden in front of the main building.
3. The College has Green Audit from time to time.
4. The College is a plastic-free zone.
5. Labelled and colour-coded dustbins have been strategically placed all through the college.
6. Main switches have been installed in every classroom so that they may be switched off completely when not in use.
7. We are eager to install solar panels to reduce the consumption of electricity.

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.

1. Computers with latest software have been installed for administrative and academic purpose.
2. Language lab has been installed.
3. Smart classes have been installed.
4. Separate Staff room has been given to each department to enhance teacher-student relationship.

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

1. All preparations for the 2nd cycle of NAAC have been initiated immediately after the first NAAC Peer Team visit.
2. 3 Units of NSS have special camps and are engaged in Extension activities all through the year.

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

1. Greater involvement of teachers in research activity.
2. Lectures by invited speakers in College Seminars.

Please see annexure 4

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

7.4 Contribution to environmental awareness / protection

1. Proposals have been made for solar panels in College.
2. College has been made a “No smoking” and plastic free zone.
3. “Vriksharopana Utsav” is organized in the College every year.
4. NSS extension activities are conducted regularly.

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. Adequate number of classrooms for all General & Honours departments
2. Smart classes
3. Free WiFi for all departments
4. 3 Units of NSS
5. Well equipped Multigym and Physiotherapy centre
6. Spacious playground for all-round development of students.

Weakness:

1. Rural location of College. Students are economically backward and are often required to miss classes during reaping and harvesting season.
2. Large number of minority female students who are mostly forbidden from attending classes towards the fag end of the day due to poor communication.

Opportunity:

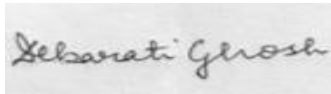
1. Highly qualified faculty
2. Excellent teacher-student relation
3. CBCS pattern to be introduced from session 2017-18
4. Construction started for Science stream building
5. Development of playground facilities.

Threat:

1. Restricted job opportunity
2. Large number of 1st generation learners
3. High drop-out rate
4. Acute shortage of NTS.

6. History Museum
7. Introduction of NCC
8. Water harvesting
9. Green Audit
10. More research activity

Name : Debarati Ghosh



Signature of the Coordinator, IQAC

Name : Dr. Mrinal Kanti Chattopadhyay

Signature of the Chairperson, IQAC

_____***_____

Annexures

- 1. Scanned copy of College Academic calendar**
- 2. Scanned copy of Student feedback form**

Annexure 3

ANALYSIS OF STUDENT FEEDBACK

To ensure that the students, the main stakeholders in any educational institution, receive the best possible education and opportunities, Kandra Radha Kanta Kundu Mahavidyalaya periodically takes feedback from the students. The students anonymously fill up a questionnaire and submit it in a dropbox. The following is an analysis of the student feedback collected during the session 2016-17:

SL. NO.	ASPECT	AVERAGE (%)	GOOD (%)	EXCELLENT (%)
1.	Teachers' ability to bring conceptual clarity	0	63.33	36.66
2.	Promotion of thinking ability by teachers	0	48.33	51.66
3.	Motivation provided by teachers	0	53.33	46.66
4.	Teachers' regularity and punctuality	8.33	25	66.66
5.	Teachers' interaction and guidance outside class	0	73.33	9.6
6.	Overall performance of teachers	0	40	60
7.	Library facilities rendered	1.66	60	38.33
8.	Suggestions regarding faculty, library or any academic proposal	1. Students from the History want an art gallery/museum 2. Honours departments want an increase in the hours of library lending and use of Reading room 3. Improvement and up gradation of library facilities.		

Thus, it can be concluded that:

- i) The college has a good student-teacher relation. There is a healthy interaction between them both inside and outside the class.
- ii) The teachers are able to bring conceptual clarity to their students and motivate them into thinking and asking questions
- iii) The teachers regularly take classes and are punctual regarding class timings.
- iv) Library needs to be upgraded and computerized.
- v) Also, the IQAC, with the help of the college authority shall look into and deal with the students' suggestions in a rational manner

Annexure 4

BEST PRACTICE I

Title: Greater Involvement of Teachers in Research Activities

Goal: It has become necessary that teachers, in addition to their usual teaching and allied duties, should carry out research work in order to keep themselves updated about the latest developments in their respective subjects. Through new research work and research paper

publications, teachers can make their students aware of the avenues open for them and enhance the spirit of inquiry and logic among the interested students.

The college Authority provides ample support to the teachers. Teachers who are interested in obtaining funds for research projects from UGC, ICSSR are encouraged and given facility of rooms etc. Out of 14 Full-time Teachers, 07 are Ph.D Degree holders. The teachers who have completed or are pursuing doctoral work are always given few relaxations from college duties in the final stage of their preparation of thesis. This support has been very humane. Moreover, teachers are encouraged by College authority to participate in various faculty development programmes like Orientation Course, Refresher Course, Summer/Winter School, seminars organized by Academic Staff Colleges of different Universities. Teachers are encouraged to participate in State Level, National Level and International Seminars. Teachers are encouraged to apply for MRP also.

The Context: Kandra Radhakanta Kundu Mahavidyalaya is situated in a remote rural area of Burdwan District, West Bengal. The place is not only distant from any Municipal area; it also lacks proper public transport from the nearby *mufassil* towns. Also, there is no well equipped Library to cater to the needs of students pursuing research activities. There is no specialized research institution close by. Hence, faculty members have to depend on the libraries of Kolkata or other Universities for accessing modern research articles, relevant books or for consultation with experts. The nearest resource facility is Burdwan University or Central Library of Visva Bharati which is many kilometers away from the college. Power cuts are regular, speed of internet is slow and erratic, vacant teaching posts put excessive pressure on the existing teachers, class load is heavy; in spite of all these difficulties, the spirit of teachers to take up research works is high. Obviously, the role of the college is vital and full of positivity and encourages teachers to engage in research work.

The Practice: The College has set up a Research and Development Sub Committee to help in preparing research proposals. It recommends proposals of faculty members to funding agencies like UGC.

The college has allocated a room for conducting the research of an MRP of the Department of Geography.

The college continually up grades the library with new books. Teachers have a Library Day that enables them to use external libraries for writing papers.

The college encourages faculty members to attend and present papers at different State Level, National and International seminars. These academic events actually give exposure to faculty members to new vistas of research which in turn impacts their teaching. The college also encourages teachers to have their papers and research findings published in reputed journals. The college desires teachers to take up research whose output can be related to local needs.

Evidence of Success: The encouragement given by the college to take up research work and publication of research papers has had a positive impact :

One of the faculty members has completed one minor and one major project funded by UGC and ICSSR respectively. The said faculty member has presented papers in two International Seminars, one in Sri Lanka and the other in UK. Some of the faculty members have completed their research work and have been awarded Ph.D Degree after joining the college. Most of the teachers regularly publish research papers in reputed peer reviewed journals of State level, National and International Standard.

Problems encountered and Resources Required:

Teachers have been encouraged to pursue research alongside their usual teaching assignments and they are sincerely trying to achieve academic heights despite many limitations.

- The scarcity of man power in office unfortunately engages the teachers of this college in various official duties besides their regular classes, tutorials and other academic duties.
- Vacant teaching posts are a persistent burden on the existing teachers. Though the spirit of the teachers is high, yet very often they are exhausted due to heavy workload and find it difficult to complete syllabus on time. In some of these vacant posts Part Time Teachers (PTTs) or the Contractual Whole Time Teachers (CWTTs) have been appointed. Though they are quite efficient and dedicated, yet Full Time Teachers have to shoulder most of the teaching and administrative assignments. Despite all these difficulties faculty members have taken up research projects and completed them successfully. They have also made valuable contribution to journals and other publications.
- Many Departments lack adequate number of teaching posts
- Weak internet connection in Kandra deters communication and academic activity of teachers
- Long power cuts on a daily basis is frustrating
- No formal academic institutions in the surrounding area to exchange views etc. is definitely a handicap
- The college is not entitled to grant leave with full pay to teachers for carrying out research projects. Leave application of teacher is forwarded by the Principal with the recommendation of the Governing Body to the Director of Public Instruction (DPI), Govt. of West Bengal. The permission involves a very long process and teachers do not feel interested to wait for such a long time.
- To encourage better research work, it is imperative that the Government shall take necessary measures to sanction adequate number of teaching posts and to fill up new and existing posts.

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Best Practice II

Title: Lectures by invited speakers in College Seminars

Kandra, the location of the College is backward and mostly agricultural. The College has a large number of students from the marginalized sections of rural Bengal. Most of them belong to poor, backward and underprivileged families and are first generation learners. Therefore, a need is felt to motivate them to higher studies- the prime aim of any institute of Higher Education.

They need a basic knowledge of their chosen subject, which most of them cannot acquire at Higher Secondary Level. The teaching pattern, text book oriented classes, preparation for examination—all are very different in the college than what they learn in their schools.

To motivate such students, the College has started the practice of ‘College seminars’ on different topics of various subjects. The college invites speakers from other academic institutions to deliver lectures to the students. This endeavour helps the students to have an in-depth knowledge of subjects, and gives better exposure through presentations by enlightened academicians. These activities throughout the year, helps to build up their confidence. Though the seminars are organized on a small scale with a very limited fund, yet the college makes it a point to invite the teachers of the respective subjects of the feeder schools in surrounding areas.

The Context:

Kandra Radhakanta Kundu Mahavidyalaya has Jnanadas Memorial Boys’ High School and a Girls’ Secondary School and a primary school in its proximity. There is one more Government Primary school within Kandra *Panchayat* area.

The applicants of this college mostly come from a rural base and many of them are first generation learners belonging to economically underprivileged classes. Most of these students have never stepped out of their village, do not have internet connection or do not have proper internet facility in their locality. To read newspapers, a good number of them have to go to the local clubs where newspapers are subscribed. Therefore, most of them are completely ignorant

about the importance of higher education, about the ways to achieve good results, and to prepare themselves to compete in the job market. Seen against the background of a fast progressing India, it is quite disappointing.

The Practice: In this context, the college adopted the practice of organizing seminars to enable the students to be aware of the new vistas of knowledge. Many eminent Professors and scholars have visited the college and delivered lectures.

The College also arranges seminar on Nabi Divas with the help of Students' Union.

Evidence of success: This practice proved to be successful as the students' participation is quite impressive. Though they feel shy to ask questions to the invited speakers after the seminar, they feel no hesitation in discussing the same with their teachers.

On the whole, this effort seems to help the students grow intellectually. They are also more comfortable with the prescribed syllabi. Through organizing seminars, stage decoration, reception of learned persons they also attain confidence, courtesy and manners.

Problems Encountered and Resources Required:

- Being first generation learners, they often fail to understand the importance of these activities during the first few months of their college life.
- Very limited fund for college seminars
- A remote place like Kandra always faces few inevitable constraints in communication that eventually becomes a serious obstacle in inviting scholars from different academic institutions for conducting national or local seminars.
