



## The Annual Quality Assurance Report (AQAR) of the IQAC : 2013-14

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

#### 1. Details of the Institution

1.1 Name of the Institution	BHATTER COLLEGE, DANTAN
1.2 Address Line 1	AT+P.O.-DANTAN
Address Line 2	DIST.-PASCHIM MEDINIPUR
City/Town	MIDNAPORE
State	WEST BENGAL
Pin Code	721426
Institution e-mail address	principal@bhatlercollege.ac.in
Contact Nos.	(03229) 253238/253945
Name of the Head of the Institution:	DR. PABITRA KUMAR MISHRA
Tel. No. with STD Code :	03229-253905
Mobile:	+919434053238
Name of the IQAC Co-ordinator:	PROF. TARUN TAPAS MUKHERJEE
Mobile:	+919531506898
IQAC e-mail address:	principal@bhatlercollege.ac.in

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	B <sup>+</sup>	75-80	2007	5
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 2010-2011 submitted to NAAC on 27/09/2014
- ii. AQAR 2011-2012 submitted to NAAC on 27/09/2014
- iii. AQAR2012-2013 submitted to NAAC on 27/09/2014
- iv. AQAR2013-2014 submitted to NAAC on 27/09/2014

### 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*)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (Specify)

UGC-COP Programmes

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

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students	<input type="text" value="--"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="--"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="09"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>

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

*Towards Quality Management and Enhancement: Preparing for NAAC Reassessment*

2.14 Significant Activities and contributions made by IQAC

IQAC being the nodal agency of the institution always tries to promote and stimulate the academic and administrative performance of the institution consistently and in a continuous manner. Significant Activities and Contributions made during the year with the following objectives and motives -

- Plans to shift the Central Library to a new building under construction.
- To upgrade ICT, Library and other facilities in each department.
- Upgrade facilities in the Boys' Common Room
- Monitoring the quality parameters, quality sustenance and enhancement.

- College library registered for N-LIST. Through this facility students can access books and journals. It shall facilitate cataloguing, circulation, and serial control.
- Career Counselling are strengthened with books, magazines, newspapers, ICT and other facilities.
- Enhanced employability by introducing additional interdisciplinary programmes.
- Implemented personality development programmes, value added certificate courses & pre-placement training programmes for the students
- Sensitizing students to ecological and environmental issues
- Continuing promoting Open Access publication by publishing an e-journal of international standards and promoting traditional mode of publication in hard format.
- Participating in global Marking out certain issues demanding urgent attention and inviting valuable research papers, surveys and
- Conduction of Faculty development programme every year
- Facilitating financial support to the students for obtaining various scholarships.
- Continuing Remedial Coaching classes for SC, ST, OBC and Minority students under UGC scheme.
- Continuing Coaching Classes for Entry in Services for SC, ST, OBC and Minority students under UGC scheme.
- Proposal submitted to UGC for Community College.
- Strengthening ICT facility
- Updating MIS of the college as per needs.
- Hardware and software upgradation.
- Strengthening sports infrastructure by constructing Indoor and Outdoor stadiums.
- Promotion of horticultural activities: plantation of medicinal and other plants.
- Medical facilities enhanced.

#### 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
<ol style="list-style-type: none"> <li>To take proper steps for improving the performance of students in the upcoming session 2013-14.</li> <li>To take measures for improving the attendance of students in General and Honours classes.</li> <li>To prepare and preserve documents in the departments and in the college office in more professional way, and digitize documents whenever possible.</li> <li>Infrastructural facilities—electric connection, furniture and equipments in the classrooms, departmental rooms and in the office to be checked and facilities to be extended wherever applied.</li> <li>Teachers to attend college during the Summer Recess for various academic</li> </ol>	<ol style="list-style-type: none"> <li>Performance of the students in Unit Tests was found better and their final results also improved.</li> <li>Percentage of attendance improved little bit.</li> <li>Preparation and preservation of documents continue.</li> <li>Infrastructural facilities were taken care of and new furniture and equipments were purchased as per needs.</li> <li>Teachers spent most of the time during the summer recess attending to university exam. duty and preparing marksheets and other related works.</li> <li>Construction of a new building block was finished and the rooms were made ready for holding classes.</li> </ol>

<p>works and prepare marksheets and records.</p> <ol style="list-style-type: none"> <li>6. New classroom to be constructed for accommodating increasing number of students.</li> <li>7. Research activities to be encouraged.</li> <li>8. Floor area of the new Central Library floor to be expanded for accommodating more facilities.</li> <li>9. Outdoor Stadium to be completed in the new session.</li> <li>10. To expand and intensify extra-curricular and extension activities of the NSS units and other wings of the college.</li> <li>11. Beautification of the premises is to be done.</li> </ol>	<ol style="list-style-type: none"> <li>7. Increasing number of Faculties have taken up Research Activities.</li> <li>8. Floor area of the library is increased and 1200sq ft area was added to it.</li> <li>9. Construction of the stadium continues.</li> <li>10. New programmes were chalked out and executed while continuing the existing ones.</li> <li>11. Beautification work continues.</li> </ol>
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*\* Attach the Academic Calendar of the year as Annexure.* – Annexure - I

2.16 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

The GB approves the activities taken up by the IQAC.
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## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	10			
UG	15			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				03
Others				
<b>Total</b>	25			03
Interdisciplinary		01		
Innovative		01		

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

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

Pattern	Number of programmes
Semester	01
Trimester	
Annual	25

##### 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.

The College is affiliated to the Vidyasagar University, Midnapore and bound to follow the University Syllabi designed by the respective Board of Studies of the University.

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

M.A. in Rural Management affiliated to Vidyasagar University under Innovative scheme of UGC.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others (PTTS)
35	07	07	--	21

2.2 No. of permanent faculty with Ph.D.

06

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
---	18	---	---	---	---	---	---	---	18

2.4 No. of Guest and Visiting faculty and Temporary faculty

13

10

00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1		6
Presented papers	1		5
Resource Persons			1

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

- Classes through PowerPoint Presentation
- Movie shows
- Music Sessions
- Painting Shows
- Session in the Language Laboratory for learning better pronunciation
- Learning higher English grammar
- Online Guidance through a portal with guidance and questions-answers.
- Online Portal for Career Guidance (even for the ex-students).



- Students' magazine for approaching the syllabus in varied ways and for their creative expressions.
- Learning through recitation
- Enactment of drama scenes in black box theatre mode
- Shows of recorded speeches of eminent litterateurs
- Shows of classroom lectures from foreign universities (downloaded from the web)
- Photo gallery
- One-to-one counselling and guidance
- Guided library hours
- Project Works
- Field Survey
- Special Classes
- Quiz
- Remedial Classes
- Group discussion
- Class seminar
- Workshop
- Digital photography

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

197
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination,

Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions):

- As the College is affiliated to Vidyasagar University, Midnapore, it follows the rules and regulations of the university for annual examination. Photocopy of the answer script is issued to student on demand under R.T.I Act through the College.
- Re-examination of Answer Script is done on demand of students through the College.

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

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

03	01	12
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2.10 Average percentage of attendance of students

77%
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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. Hons.	264	-	3.40%	79.54%	11.36%	94.31%
B.A. Gen.	207	-	-	24.15%	66.18%	90.33%
B.Com. Hons.	01	-	-	100%	-	100%

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

The IQAC plays crucial role in the development of teaching and learning processes. In this context, IQAC has taken the following efforts for student and teacher.

### For faculty:

- Encourage and help faculty to use modern techniques of teaching using ICT.
- Inspected on the departments, the classrooms and the library for upgrading existing infrastructural facilities.
- Discussed matters relating to teaching-learning with concerned Heads and teachers of the departments and acted as per their feedback and demands.
- Prepared an academic calendar to convey the examination schedule teaching days, celebration, results, holidays, vacations etc. to the faculty students.
- Carried out evaluation of the faculties from respective students with questionnaires.

### For Student:

- The progress of student was monitored through unit test, home assignment, Seminar etc. for the development of student.
- Upgraded the MIS system of Smartcollege software for keeping a database of information about the students and their progression.
- Established language laboratory to improve communicative English
- Established Photocopier for students to make photocopy of their documents.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	×
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.	×
Others	Training in ICT for teaching and non-teaching staff.

## 2.14 Details of Administrative and Technical staff

<b>Category</b>	<b>Number of Permanent Employees</b>	<b>Number of Vacant Positions</b>	<b>Number of permanent positions filled during the Year</b>	<b>Number of positions filled temporarily</b>
Administrative Staff	12	02	---	13
Technical Staff	02	---	---	04

### Criterion – III

### 3. Research, Consultancy and Extension

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

- The IQAC encourage teachers to do Ph.d., M.Phil., Refresher Course, Orientation Programs & Workshops, etc. through study leave and duty leave.
- Besides, it also encourages teachers to get engaged in various research works like MRPs and individual researches and publish the outcome in reputed journals.
- The Cell created a digital platform of publication in the form of an e-journal and regularly invites articles from teachers.
- It also encourages teachers and students to take part in researches on local history and in survey of various educational, socio-economic issues of the district.

#### 3.2 Details regarding major projects

	<b>Completed</b>	<b>Ongoing</b>	<b>Sanctioned</b>	<b>Submitted</b>
Number	-	01	-	-
Outlay in Rs. Lakhs	-	3,88,000/-	-	-

#### 3.3 Details regarding minor projects

	<b>Completed</b>	<b>Ongoing</b>	<b>Sanctioned</b>	<b>Submitted</b>
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.4 Details on research publications

	<b>International</b>	<b>National</b>	<b>Others</b>
Peer Review Journals			
Non-Peer Review Journals			
e-Journals	02		
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 <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

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	-	-	02	-	08
Sponsoring agencies	-	-	SEBI, Bhatter College Alumni	-	College

3.12 No. of faculty served as experts, chairpersons or resource persons : 05

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 :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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
01	-	-	-	01	-	-

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

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

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

JRF  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:

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:

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

- Holding a Book Fair & Bhatler College Annual Festival for the students of the college and schools of the area and the local people every year.
- Promoting Open Access Publishing

## 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	10 acres	45 dec.	College contribution	10.45 acres
Class rooms	18	01	College contribution	19
Laboratories	03	02	College contribution	05
Seminar Halls	01	-	-	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

#### 4.2 Computerization of administration and library:

- The Administrative Office functions through the MIS network software ‘Smart College’ via LAN with a central database. .
- The Administrative Office is connected to the Internet via dedicated lines.
- Central Library the heart of the college is being equipped with modern facilities to cater to the need of students, teachers and the members of the library.
- The departmental office rooms and libraries have been provided with computer and internet facilities. On specific needs students are allowed to use computer and the internet.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12879	1358227/-	430	90608/-	13309	1448835/-
Reference Books	5505	582098/-	243	38833/-	5748	620931/-
e-Books	100000	5000/-	0	-	100000	5000/-
Journals	40	19747/-	0	-	40	19747/-
e-Journals	4000	5000/-	0	-	4000	5000/-
Digital Database	-	-	-	-	-	-
CD & Video	28	-	12	-	40	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	72	01	20	02	-	14	11	02
Added	-	-	-	-	-	-	-	-
Total	72	01	20	02	-	14	11	02

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

- Computers with internet access have been provided to the teaching and non-teaching staff and to the students of the college at various places like the office, departmental offices, the library, computer laboratory etc.
- The entire office work is executed using the computer.
- Free of cost computer facility with internet access is made available to the college students.
- The hardware and software are periodically upgraded.

4.6 Amount spent on maintenance in lakhs :

i) ICT	103033/-
ii) Campus Infrastructure and facilities	83000/-
iii) Equipments	46439/-
iv) Others	65177/-
<b>Total :</b>	<b>297649/-</b>

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The effort by the IQAC for enhancing the student support service as follows:

- Improving the information of support services in the prospectus.
- Receiving the feedback from the students regarding various support services.
- Providing guidance to the needy students.
- Circulate various types of Govt. Notices.

5.2 Efforts made by the institution for tracking the progression

The attempts made by the institution for tracking the progression of the students:

- The college keeps record of students' progression through software database and manual database.
- Individual departments also keep records of students' performance in college and university level examinations and tests.
- The records are discussed in various meetings and proper measures are taken for addressing the issues and problems.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2674	18		

(b) No. of students outside the state

(c) No. of international students

Men	No	%
	1520	56

Women	No	%
	1172	44



Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1297	452	273	718	03	2743	1276	432	322	658	04	2692

Demand ratio 1.02 : 1      Dropout % 4.5 %

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

The Career Counselling Cell was formed by the Governing Body of the college with Prof. Bibhu Ranjan Giri as the Co-ordinator.

- The Cell organizes coaching classes for various competitive exams on need-based criteria.

No. of students 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

The Career Counselling Cell intensively looks after counselling students on matters relating to employment and arranges various programmes:

- It arranges trainings, seminars and workshops for motivating and preparing students for various competitive exams and jobs.
- The Cell has a small library which regularly provides the students with books, magazine and other study materials on career guidance.
- Various newspapers and weekly papers with news about employment (like the Employment News) are subscribed to and news and notifications about vacancies is notified to the students on notice boards.
- The cell helps students in filling up off-line and online forms.
- It also arranges for personality development programmes and coaching for interviews.

No. of students benefitted

#### 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

## 5.8 Details of gender sensitization programmes

- Women's Welfare Sub-Committee was constituted with female staff and female students for dealing with issues relating to discrimination of women arising out of gender bias.
- Sexual Harassment Prevention Cell has been constituted.

## 5.9 Students Activities

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

State/ University level	135	National level	04
International level	-		

### No. of students participated in cultural events

State/ University level	27	National level	-
International level	-		

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

State/ University level	02	National level	-
International level	-		

Cultural:	State/ University level	05	National level	-
	International level	-		

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	872	159475/-
Financial support from government	890	5348780/-
Financial support from other sources	04	24000/-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives Fairs :

	State/ University level	<input checked="" type="checkbox"/>	National level	<input type="checkbox"/>
	International level	<input type="checkbox"/>		
Exhibition :	State/ University level	<input type="checkbox"/>	National level	<input type="checkbox"/>
	International level	<input type="checkbox"/>		

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

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

6.1 State the Vision and Mission of the institution

#### **Vision**

The college aims at overall development of the locality and its adjoining areas directly through education and indirectly through participation in various socio-economic, cultural and welfare activities.

#### **Mission**

The mission of the college as “*Satyam Jnanam Anantam*”, that is, the pursuit of truth, knowledge and infinite within the compass of life finite and transient.

6.2 Does the Institution has a management Information System

The college has an MIS software named Smartcollege which runs from a central database in networked condition and data generated from various computers are stored there. Descriptive and analytical data are retrieved for various purposes. The financial management of the college is also executed through this software.

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

6.3.1 Curriculum Development: Our College is affiliated to the Vidyasagar University, Midnapore and bound to follow the University Syllabi designed by the respective Board of Studies of the University.

6.3.2 Teaching and Learning

- Preparing academic calendar
- Using advanced method of teaching
- Conducting unit test, group discussions and home assignment etc.
- Conducting preliminary examination with innovative known and unknown options.

- Exposing student for outdoor learning through educational trips, excursions, camps etc.
- Motivating student for research activities
- Inaugurated multi-media classroom.
- Demo based teaching.
- Proficiency classes conducted to improve communicative skills of the students.
- Special coaching and remedial classes for weaker students are resorted to, to bring up the backward students to the forefront.

### 6.3.3 Examination and Evaluation

- Internal Examinations are conducted at regular intervals. (Academic calendar attached).
- University Examinations are conducted as per the norms and regulations of the Vidyasagar University, Midnapore.

### 6.3.4 Research and Development

- Establishing research sub-committee for inculcating research atmosphere.
- Teachers are encouraged to write in national and international journals and books.
- Teachers are encouraged to pursue research degrees.
- Research materials are provided to the faculty to enhance their research capabilities.
- Out of 14 permanent teaching staff in the college 6 teachers have Ph. D. Four teachers are doing Ph. D programme.
- Our departmental journal with ISBN listing and our On line and print version Multi Disciplinary journal of International standard being regularly published.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Central Library the heart of the college is being equipped with modern facilities to cater the need of students, teachers and the member of library through Soul Software.
- College library registered for N-LIST. Through this facility students can access books and journals.

### 6.3.6 Human Resource Management

- The institution has sincere, dedicated and committed faculty and Visionary management.
- Staff members have the opportunity to pursue part-time Computer course.
- Besides Various workshops and training programs are organised for the benefit of staff members.
- Deputation of faculty for FDPs, Conferences and Workshops.

- Sense of regularity, punctuality, discipline and cooperation is promoted among staff and students in order to create a conducive work culture.

6.3.7 Faculty and Staff recruitment

The faculty is recruited through College Service Commission, Govt. of West Bengal as per the UGC norms. While appointing guest lecturers the college follows the guidelines and rules and regulations of the university, the State Govt. and tries to conform to the UGC norms whenever possible. Appointment of the permanent non-teaching staff is done following the norms of the Directorate of Public Instruction, Govt of West Bengal. The casual staff are appointed following the norms of the State Govt.

6.3.8 Industry Interaction / Collaboration

Various departments of the college have established a reasonably good linkage with the neighbouring industries for doing students project report.

6.3.9 Admission of Students

- The college follows the rules and regulations for admission as fixed by the affiliating University and the State Govt.
- Admission of students to various courses is based on merit and is transparent.
- Efforts are made to ensure that all students seeking admission to the various courses stay informed through different modes of publicity.
- The college has developed its own website for the convenience of students seeking admission to the college.
- Efforts are being made to introduce on line admission process from next session.

6.4 Welfare schemes for

Teaching	Group Insurance schemes, Health Check up, Maternity Leave, Credit Co-operative Society and PF facilities
Non teaching	Group Insurance schemes, Health Check up, Maternity Leave, Credit Co-operative Society and PF facilities
Students	Group Insurance schemes, Health Check up,

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	Academic Sub-committee
Administrative	Yes	University	Yes	IQAC

6.8 Does the University/ Autonomous College declare results within 30 days? : **N.A.**

For UG Programmes      Yes       No

For PG Programmes      Yes       No

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

**N.A**

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

6.11 Activities and support from the Alumni Association

- The Bhatler College Alumni Association is registered under West Bengal Registration Act and it contributes significantly to the development of the college.
- The Alumni Association participates in various extra-curricular activities.
- It organizes regular meetings every year.
- It is constructing an open stage in the college campus.
- It organises seminars every year in the college on topics relating to various aspects of the areas.
- It provides training to sports persons in several fields.

6.12 Activities and support from the Parent – Teacher Association

- The Parents–Teachers Association conducts 01 meeting of the parents with the teachers every year departmentally if required for their progress.
- The parents of the students with less than 75% attendance are informed about the attendance status at the time of Form Fill-up Programme.
- The parents are told to encourage their wards to come regularly to the college. They are informed about the various activities like Literary and Cultural Activities, NSS-related camps and drives, job opportunities and placement through various agencies and the college.

- Welfare schemes for the students are implemented with the guidance of parents like Swami Vivekananda Merit Cum Means Scholarship, Minority Talent Search Scholarship, Sitaram Jindal Trust Scholarship, SC/ST/OBC Stipend, Handicapped Scholarship etc..
- Feedback forms are also given to the parents and their suggestions are also taken in to account.

#### 6.13 Development programmes for support staff

The support staff are allowed to attend any training programme organized by the college or other institute for augmenting their performance.

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

- Initiatives have been made to make the college premises a plastic free zone.
- Plantation programmes are undertaken to make the college campus green.
- The NSS units of the college undertake 'Clean the College Campus' programme, under which the cleaning of the college premises is carried out.

### **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.

- **Feedback mechanism:**

Students give the feedback about the teachers at the end of each session/semester. Students of each department are expected to do so for all the teachers concerned with their class. Besides, informal interaction between the students and the Class Teacher/H.O.D./Principal about issues pertaining to teaching quality is also encouraged. Teachers are counselled by the departmental head and/or principal regarding measures to improve subject understanding and/or teaching skills. Academic Council meeting is held eventually about academic progress.

- **Computerization of Administrative Block:**

The college has done away with the orthodox system of working in the office. The College administrative block has been fully computerized. The administrative staff have been given formal training to understand the technicalities pertaining to working on the technology.

- **Computerization of Library:**

The college has made the library partially computerized. The library is having its SOUL Software system. The students are having their web browsing space in the library.

- **Academic Innovations:**

The institution has introduced many new innovative practices to help the students in their pursuit of attaining quality education. For the weaker sections the college has introduced Remedial Classes for the students. It has also introduced innovative teaching methods following ICT, multimedia and performance-based applied skills:

- Classes through Powerpoint Presentation
- Movie shows
- Music Sessions
- Painting Shows
- Session in the Language Laboratory for learning better pronunciation
- Learning higher English grammar
- Online Guidance through a portal with guidance and questions-answers.
- Online Portal for Career Guidance (even for the ex-students).
- Learning through recitation
- Enactment of drama scenes in blackbox theatre mode
- Shows of recorded speeches of eminent litterateurs
- Shows of classroom lectures from foreign universities (downloaded from the web)
- Photogallery
- One-to-one counseling and guidance
- Guided library hours



- Project Work for 3<sup>rd</sup> year students
- Special Classes
- Quiz
- Remedial Classes
- Group discussion
- Class seminar
- Workshop
- Digital photography

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

- Keeping in view the use of ICT in classroom teaching, the college published a Special Issue with the theme “ICT in Higher Education” and experts India and abroad contributed to it.
- Teachers are encouraged to use more and more ICT and inspire students to learn through performance-based applied skills, like enactment of drama scene, recitation etc.
- The teachers are informed to strictly maintain work diary and prepare teaching plans, which are annually examined and attested by the co-ordinator, IQAC and head of institution.
- Academic and other support for SC/ST/OBC and Minority students are extended.
- The entire office and support systems were strengthened.

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

**1. Book Fair**

The college has been celebrating its Annual Festival by holding a Book Fair. The objective of holding the Book Fair in our college is to expose the children and youth of this locality to the world of books. The experience of the Book Fair organised by us encourages us to make it an annual fair. The sight of school children in uniform coming to the book fair on their way to the school and on their way back to their home was an endearing and pleasant sight.

## **2. Open Access Scholarly Publications**

Given the huge potential of the internet and the web, the college actively supports scholarly Open Access Initiatives. The online journal of the college namely 'Bhatter College Journal of Multidisciplinary Studies' continues its publication as a humble attempt on our part to negotiate globally with certain issues, which demand multidisciplinary focus and holistic approaches. The college also gives infrastructural support to teachers who are engaged in Open Access publications. Two such attempts Rupkatha Journal on Interdisciplinary Studies in Humanities ([www.rupkatha.com](http://www.rupkatha.com)) and Chitrolekha Magazine on Art and Design continue their valuable publication.

### ***Annexure – II & Annexure – III***

#### 7.4 Contribution to environmental awareness / protection

- The college organises tree plantation programme in the college campus and in the adopted village during the NSS camps.
- The NSS Units undertake various awareness programmes relating to environmental protection.
- Students are made aware not to use plastics within the campus.

7.5 Whether environmental audit was conducted?      Yes       No

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

Sl. No.	Questions	Explanation
1	Three Identified Strengths from SWOT Analysis	<ul style="list-style-type: none"><li>• Significant student support activities and related rewards.</li><li>• Committed students from the socially and economically disadvantaged sections and increasing participation of female students in higher education.</li><li>• Motivating research activities.</li></ul>
2	Three Identified weakness from SWOT Analysis	<ul style="list-style-type: none"><li>• <b>Very low number of Full-Time Teachers:</b></li><li>• Inadequate infrastructure for academic expansion.</li><li>• Positional disadvantage: transport and communication</li><li>• Inadequate research, seminar, workshops conducted by the departments and lack of publications.</li></ul>

Sl. No.	Questions	Explanation
3	Two identified opportunities from SWOT Analysis	<p><b>Social Mobility of Second Generation of College-goers:</b> It has been found that second generation students of socially and economically disadvantaged sections of the society have started coming. In near future, they are expected to follow social mobility and be better equipped financially and culturally and technologically to pursue higher education and prepare for professional training for better jobs of their choice.</p> <p><b>Emergence of “New Women”:</b> A very promising trend is perceptible with the steady rise of girl-students with positive attitude, open mind free from superstition and tenacity for learning and to be financially independent among the rural population. This will have deep and long-lasting positive implications for the society in near future. The college needs to keep mark that and prepare them to accept and deal with the challenges before them.</p>
4	Two identified challenges/threats from SWOT Analysis	<ul style="list-style-type: none"> <li>• Coping up with competition from other institutions.</li> <li>• Increasing apathy of students for seeking admission in the Humanities and B.Com</li> </ul>

#### **8. Plans of institution for next year**

1. Online Admission
2. Smart class rooms
3. Strengthening of Science Laboratory
4. Introducing honours classes in science stream.
5. Introducing career-oriented certificate courses.
6. Expanding Open Access Publication.

Dr. P. K. Mishra  
Principal  
Bhatter College, Dantan  
Dantan, Paschim Medinipur  
Pin. – 721426

Prof. T. T. Mukherjee  
Co-ordinator  
IQAC

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**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

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# BHATTER COLLEGE, DANTAN

## DANTAN::PASCHIM MEDINIPUR

### ACADEMIC CALENDAR

For the session 2013-2014

**1<sup>st</sup> Term : From 01-07-2013 to 04-11-2013**

Month	Date	No. Of no-class days	No. Of days available for classes/ Examinations	Remarks
1.	2.	3.	4.	5.
July-2013	01.07.13 to 07.07.13	1 Day	6 Days	Admission for 1 <sup>st</sup> year 07.07.2013 (Sunday)
	08.07.13 to 14.07.13	2 Days	5 Days	Admission for 1 <sup>st</sup> year 13.07.2013: Closing date of admission for 1 <sup>st</sup> year 10.07.2013 (Rathajatra) 14.07.2013 (Sunday)
	15.07.13 to 21.07.13	2 Days	5 Days	17.07.2013 Commencement of classes for 1 <sup>st</sup> year 17.07.2013 – 31.07.2013: Change of subjects if necessary. 18.07.2013 ( Ulto Rath) 21.07.2013 (Sunday)
	22.07.13 to 28.07.13	1 Day	6 Days	Classes for 1 <sup>st</sup> year / Change of subjects if Necessary. 25.07.2013 Issue of Registration Form to Colleges.
	29.07.13 to 31.07.13	Nil	3 Days	Classes for 1 <sup>st</sup> year / Change of subjects if Necessary. (No Holiday)
August-2013	01.08.13 to 07.08.13	1 Day	6 Days	01.08.2013 – 14.08.13 Issue & Receiving of Registration form for 1 <sup>st</sup> year students without fine. 01.08.2013 to 07.08.2013 Admission for 3 <sup>rd</sup> year classes/Classes for 1 <sup>st</sup> year/ 05.08.2013 Commencement of examination for Part-I 04.08.2013 (Sunday)
	08.08.13 to 14.08.13	2 Days	5 Days	Classes for 1 <sup>st</sup> year & 3 <sup>rd</sup> year/Part-I Examination 14.08.2013 last date of receiving of Registration form without fine. 09.08.2013 (Id-UI-Fitre) 11.08.13 (Sunday)
	15.08.13 to 21.08.13	2 Days	5 Days	15.08.2013 (Independence day) 18.08.2013 (Sunday) 16.08.2013-23.08.2013 Issue & receiving of Registration form for 1 <sup>st</sup> year students With fine 19.08.2013-23.08.2013 Part-I Pract. examination for commerce 21.08.2013 Last date of submission of registration form to V.U. for 1 <sup>st</sup> year

				Without fine Classes for 1 <sup>st</sup> & 3 <sup>rd</sup> year 20.08.13 last date of Part-I Examination <b>(written)</b>
	22.08.13 to 28.08.13	2 Days	5 Days	25.08.2013 ( Sunday) 28.08.2013 (Janmastami) 27.08.2013 Last date of submission of registration form to C.U. for 1 <sup>st</sup> year with fine/Classes for 1 <sup>st</sup> & 3 <sup>rd</sup> year 23.08.2013 Last date commerce practical 26.09.2013 Admission for 2 <sup>nd</sup> year classes
	29.08.13 to 31.08.13	No Holiday	3 Days	Classes for 1 <sup>st</sup> & 3 <sup>rd</sup> year/Admission for 2 <sup>nd</sup> year classes
September-2013	01.09.13 to 07.09.13	1 Day	6 Days	01.09.2013 (Sunday) 1 <sup>st</sup> week of September : Inter College Cultural Meet 04.09.2013 Last date of admission for 2 <sup>nd</sup> year classes/Classes for 1 <sup>st</sup> & 3 <sup>rd</sup> year 05.09.2013 Commencement of classes for Part-II
	08.09.13 to 14.09.13	1 Day	6 Days	08.09.2013 (Sunday) 10.09.2013 Last date of submission of 'Teachers' Bio data to V.U. as per provided format / Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year.
	15.09.13 to 21.09.13	1 Day	6 Days	15.09.2013 (Sunday) Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year.
	22.09.13 to 28.09.13	2 Days	5 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year. 22.09.2013 (Sunday) 26.09.2013 Vidyasagar's Birth Day
	29.09.13 to 30.09.13	1 Day	1 Day	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year.
October-2013	01.10.13 to 07.10.13	3 Days	4 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 02.10.2013 (Mahatma Ghandhi's Birth day) 04.10.2013 (Mahalaya) 06.10.2013 (Sunday)
	08.10.13 to 14.10.13	5 Days	2 Days	Puja Holidays
	15.10.13 to 21.10.13	7 Days	Nil	
	22.10.13 to 28.10.13	7 Days	Nil	
	29.10.13 to 31.10.13	3 Days	Nil	
Nove - 2013	01.11.13 to 04.11.13	4 Days	Nil	
		<b>48 Days</b>	<b>79 Days</b>	

**\*\*Students at least 1 class tests per paper for Honours subjects will have to be conducted by the College within the period of the 2<sup>nd</sup> Term.**

## 2<sup>nd</sup> Term: 05-11-2013 to 01-01-2014

Month	Date	No. Of no-class days	No. Of days available for classes/Examinations	Remarks
1.	2.	3.	4.	5.
November -2013	05.11.13 to 10.11.13	2 Days	5 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 05-11-2013 (Holiday) 10-11-2013 (Sunday)
	11.11.13 to 17.11.13	2 Days	5 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 14-11-2013 (Muharram) 17-11-2013 (Sunday/Gurunanak Birth Day)
	18.11.13 to 24.11.13	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 24-11-2013 (Sunday)
Nov-Dec-2013	25.11.13 to 01.12.13	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 01-12-2013 (Sunday0)
December -2013	02.12.13 to 08.12.13	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 08-12-2013 (Sunday)
	09.12.13 to 15.12.13	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 15-12-2013 (Sunday)
	16.12.13 to 22.12.13	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 22-12-13 (Sunday)
	23.12.13 to 29.12.13	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year / Processing for examination of internal assessment 25-12-2013 (Christmas Day)
Dec13 Jan-2014	30.12.13 to 01.01.14	1 Day	2 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year / Processing for examination of internal assessment 01.01.2014 <sup>st</sup> January)

**Students at least 2 class tests per paper for Honours subjects and at least 1 class test per paper for pass subjects will have to be conducted by the College within the period of the 3<sup>rd</sup> Term. Students union election to be held within 31.01.2014**

### 3<sup>rd</sup> Term: 02-01-2014 to 30-06-2014

Month	Date	No. Of no-class days	No. Of days available for classes/Examinations	Remarks
1.	2.	3.	4.	5.
January -2014	02.01.14 to 05.01.14	1 Day	3 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 05-01-2014 ( Sunday)
	06.01.14 to 12.01.14	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year Processing for examination of internal assessment 12-01-2014 (Sunday)
	13.01.14 to 19.01.14	2 Day	5 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year Processing for examination of internal assessment 14-01-2014 Poush Sankranti / Fateha Dowah Doham 19-01-2014 (Sunday)
	20.01.14 to 26.01.14	2 Days	5 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 23-01-2014 (Netaji's Birth Day) 26-01-2014 (Sunday / Republic Day)
Jan-Feb- 14	27.01.14 to 02.02.14	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 02-02-2014 (Sunday)
February - 2014	03.02.14 to 09.02.14	3 Days	4 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 04-02-14 & 05-02-14 (Saraswati Puja) 09-02-2014 (Sunday)
	10.02.14 to 16.02.14	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year / Processing for examination of internal assessment 16-02-2014 (Sunday)
	17.02.14 to 23.02.14	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> year 23-02-2014 (Sunday)
Feb-Mar-2014	24.02.14 to 02.03.14	1 Day	6 Days	28-02-2014 Closing of 3 <sup>rd</sup> year classes for all stream Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , year 02-03-2014 (Sunday)
March-2014	03.03.14 to 09.03.14	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , year 09-03-2014 (Sunday)
	10.03.14 to 16.03.14	1 Day	6 Days	12-03-2014 Commencement of Practical examination for Honours and General of Part-III & Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , year
March-2014	17.03.14 to 23.03.14	2 Days	5 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , year / Part-II Form Fill up 17-03-2014 (Doljatra) 23-03-2014 (Sunday)
	24.03.14 to 30.03.14	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , year / Processing for examination of internal assessment for Part-I & Part-II 30-03-2014 (Sunday)
Mar-Apr-14	31.03.14 to 06.04.14	1 Day	6 Days	Classes for 1 <sup>st</sup> , 2 <sup>nd</sup> , year 06-04-2014 (Sunday)
April-2014	07.04.14 to 13.04.14	1 Day	6 Days	07.04.2014 : Closing of 1 <sup>st</sup> and 2 <sup>nd</sup> year classes for all stream 10.04.2014 : Commencement of theory examination for Honours of Part-III
	14.04.14 to 20.04.14	5 Days	2 Days	<b>Part-III Examination for Honours &amp; General Courses</b> 14-04-2014 (Chaitra Sankranti / Birth Day Dr. B.R Ambedkar) 15-04-2014 (Bangla Naba Barsa) 18-04-2014 (Good Friday) 20-04-2014 (Sunday)



	21-04-14 to 27.04.14	1 Day	6 Days	Part-III Examination 27-04-2014 (Sunday)
Aprl- May- 2014	28.04.14 to 04.05.14	2 Days	5 Days	Spot Evaluation for Part-III / Part-I Form Fill up 01-05-2014 (May Day) 04-05-2014 (Sunday)
May-2014	05.05.14 to 11.05.14	2 Days	5 Days	Spot Evaluation for Part-III / Processing of Part-I and Part-II Examination. 09-05-2014 (Rabindra Jayanti) 11-05-2014 (Sunday)
	12.05.14 to 18.05.14	1 Day	6 Days	Spot Evaluation for Part-III / Processing of Part-I and Part-II Examination. 18-05-2014 (Sunday)
	19.05.14 to 25.05.14	1 Day	6 Days	Spot Evaluation for Part-III / Processing of Part-I and Part-II Examination 25-05-2014 (Sunday)
May- June- 14	26.05.14 to 01.06.14	1 Day	6 Days	Spot Evaluation for Part-III / Processing of Part-I and Part-II Examination 01-06-14 (Sunday)
June-2014	02.06.14 to 08.06.14	1 Day	6 Days	Spot Evaluation for Part-III / Processing of Part-I and Part-II Examination 08-06-2014 (Sunday)
	09.06.14 to 15.06.14	1 Day	6 Days	Spot Evaluation for Part-III / Processing of Part-I and Part-II Examination 15-06-2014 (Sunday)
	16.06.14 to 22.06.14	1 Day	6 Days	Spot Evaluation for Part-III / Processing of Part-I and Part-II Examination 22-06-2014 (Sunday)
	23.06.14 to 29.06.14	1 Day	6 Days	Spot Evaluation for Part-III / Processing of Part-I and Part-II Examination 29-06-2014 (Sunday / Rathajatra)
	June - 30	-	1 Day	Spot Evaluation for Part-III / Processing of Part-I and Part-II Examination

**Total number of days available for holding classes/ examinations = For Part-III**

**80+48+47 = 175 / For Part-I & Part-II 80+48+143=271**

**Schedule of commencement of examination and pre examination formalities for Part-II and Part-III for the year 2014 will be notified very Soon.**