ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC : 2010-11
Bhatter College, Dantan

INSTRUCTIONS

This questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution. The survey consists of five sections.

1. General Profile
2. IQAC (Internal Quality Assurance Cell) activities
3. Academic and Research Outputs
4. Student Mentoring and Support System
5. Governance and Innovation

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self-learning exercise. Apart from the responses to the online survey, in case the NAAC requests for any further evidence, the information may be sent by hard copy. This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution. No judgment to categorization on institutional quality is intended.

2.

1) Kindly provide the details of the institution	
Name of Institution:	**Bhatter College, Dantan**
Year of establishment of the Institution:	**1963**
AddressLine1:	**P. O. - Dantan**
AddressLine2:	**Dist. – Paschim Medinipur**
City/Town:	**Midnapore**
State:	**West Bengal**
Postal Code:	**721426**
Email Address:	**principal@bhattercollege.ac.in**

2) NAAC Accreditation/ Reaccreditation Details	
Year of Accreditation/ Reaccreditation:	**2007**
Current Grade:	**B+**
CGPA:	75-80

3) Institutional Status
Govt. Aided College

4) Contact Person Details	
Name of Head of Institution:	**Dr. Pabitra Kumar Mishra**
Contact Phone:	**+919434053238**
Email:	**Principal@bhattercollege.ac.in**
Website URL:	**Bhattercollege.ac.in**
Name of IQAC Co-ordinator	**Prof. Tarun Tapas Mukherjee**
Email:	ttm1974@gmail.com

3.	

SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5) Number of academic programmes existing (Enter a number; 0 for nil)	
Undergraduate (BA/B.Sc./B.Com etc.)	**15**
Post Graduate (MA/M.Sc./M.Com etc.)	**10 (RBU, DDE)**
Research Programmes (M.Phil/PhD)	**0**
Certificate Programmes	**01**
Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Par amedical/Nursing etc)	**0**
Other value added programmes	**06**
Any other programme offered (Specify)	**0**

6) Details on Programme Development (Enter a number; 0 for nil)	
New programmes added during the year	05
New programs designed	02
Programs under revision	0
Interdepartmental collaborative programmes	0
Inter institutional collaborative programmes	0
Number of review committee recommendations implemented (Total)	0
Number of NAAC peer team recommendations implemented	02
Number of UGC/any other expert committee recommendations implemented	0
Number of review committee recommendation under implementation	0
Number of NAAC peer team recommendations under implementation	04
Number of UGC / any other expert committee recommendations under implementation	0

7) Faculty Details (Enter a number; 0 for nil)

Total faculty strength required as per norms for all programmes	72
Total faculty on rolls	15
Faculty added during the year	01
Faculty positions vacant	16
Faculty left during the year	0
Total number of visiting faculty	13
Total number of guest faculty	26

8) Qualification of Faculty

PhD and Above	04
M. Phil	05
Masters	34
Any other (Specify)	1 L.L.B,

9) Faculty qualification improvement

PhD awarded to existing faculty	0
M.Phil awarded to existing faculty	0
Any other degree awarded to existing faculty	0

10) Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (Total sanctioned)	14
Administrative staff (Actual strength)	13
Added during the year of reporting	0
Left during the year	0
Number of posts vacant	01

11) Technical support Staff Details (Enter a number; 0 for Nil)

Technical Support Staff (Total sanctioned strength)	02
Technical Support Staff (Actual strength)	02
Added during the year	0
Left during the year	0
Number of posts vacant	0

4.	
SECTION II This section surveys the quality sustenance and development activities during the year taken up by IQAC. It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) in line with the vision, mission and goals of the institution.	
12) Establishment details DD-MM-YYYY	
Year of establishment of IQAC	**02-04-2014**

13) Composition of IQAC (Enter a number; 0 for nil)	
Number of IQAC members	**09**
Number of Alumni in IQAC	**01**
Number of Students in IQAC	**0**
Number of Faculty in IQAC	**5**
Number of Administrative Staff in IQAC	**01**
Number of Technical Staff in IQAC	**0**
Number of Management Representatives	**01**
Number of External experts in IQAC	**01**
Number of any other stakeholder and community representatives	**0**

14) IQAC Meeting	
Number of IQAC meeting held during the year	0

15) Where Calendar of activities of IQAC formulated for the academic year
Yes

16) IQAC Plans for Development (Enter a number; 0 for nil)	
Number of academic programmes proposed	**01 (MBA Under UGC innovative**
Number of value added programmes proposed	**02**
Number of skill oriented programmes proposed	**0**
Number of faculty competency and development programmes proposed	**0**
Number of other staff development programmes proposed	**02**

Number of student mentoring programmes proposed	02
Number of co-curricular activities proposed	18
Number of inter departmental cooperative schemes proposed	01
Number of community extension programmes proposed	07
Any other programmes proposed (Specify)	06 (Student Mentoring

17) IQAC Plans for development & implementations (Enter a number; 0 for nil)

Number of academic programmes implemented	0
Number of value added programmes implemented	0
Number of skill oriented programmes implemented	01
Number of faculty competency and development programmes implemented	0
Number of other staff development programmes implemented	02
Number of student mentoring programmes implemented	02
Number of co curricular activities implemented	16
Number of inter departmental cooperative programs implemented	01
Number of community extension programmes implemented	06
Any other programmes suggested that are implemented (Specify)	00

18) IQAC Plans for development & implementations (Enter a number; 0 for nil)

Number of seminars/ conferences/ workshops organized by IQAC within the institution	05
Number of participants from the institution	350
Number of participants from outside	06
Number of external experts invited	07
Number of external conferences/seminars/ workshops on institutional quality attended	01
Number of events conducted with IQACs of other institutions as collaborative programs	0

19) Did AQAC receive any funding from UGC during the year?	
Yes	
No	✓

20) If the response to Qn. 19 is Yes, please provide the amount received from UGC – (Input 0 – if NA/NIL) Any other source including internal financial support from the management (Specify amount)	
Amount Received from UGC	0
Amount Received from any other sources including the college management	0

21) Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

- Academic Audit has been done by the outside experts
- Faculty Development Programme

5.
SECTION III In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22) Number of academic programmes existing (Enter a number; 0 for nil)	
Number of new academic programs developed or designed by faculty	0
Number of faculty members involved in curriculum restructuring / revision / syllabus development	0
Number of programmes in which evaluation process reformation taken up and implemented	0
Number of active teaching days during the current academic year	188
Average percentage of attendance of students	76%
Percentage of classes engaged by guest faculty and temporary teachers	40%
Number of self-financed porgrammes offered	0
Number of aided programmes offered	0
Number of programmes discontinued during the year	0

23) Whether any systematic student feedback mechanism is in Place ?	Yes

24) Feedback Details (If answer to Question 23 is Yes)	
Percentage of courses where students feedback is taken	100%

25) Is feedback for improvement provided to the faculty?   Yes

26) Faculty Research, Projects and Publication details for the year	
Number of major research projects undertaken during the year	0
Number of minor research projects undertaken during the year	0
Number of major ongoing projects	0
Number minor ongoing projects	03
Number of major projects completed	0
Number of minor projects completed	0
Number of major projects proposals submitted for external funding	0
Number of minor projects proposals submitted for external funding	0
Number of research publications in peer reviewed journals	01
Number of research publications in international peer reviewed journals	0
Number of research publications in national peer reviewed journals	01
Number of research papers accepted for publication in international peer reviewed journals	0
Number of research papers accepted for publication in national peer reviewed journals	01
Average of impact factor of publications reported	0
Number of books published	01
Number of edited books published	04
Number of books (single authored) published	01
Number of books (co-authored) published	0
Numbers of conferences attended by faculty	08
Number of international conferences attended	0
Number of national conferences attended	05

Number of papers presented in conferences	05
Number of papers presented in international conferences	0
Number of papers presented in national conferences	04
Number of conferences organized by the institution	02
Number of faculty acted as experts resource persons - International	0
Number of faculty acted as experts resource persons - National	01
Number of collaborations with international institutions	0
Number of collaborations with national institutions	0
Number of linkages created during the year	0
Total budget for research for current year as a percentage of total institution budget	0
Amount of external research funding received in the year	0
Number of patents received in the year	0
Number of patents applied for the year	0
Number of research awards/recognitions received by faculty and research fellows of the institute in the year	0
Number of PhDs awarded during the year	0
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	5%

6.	
SECTION IV This section deals with Students Mentoring and Support existing in the Institution. This includes student activities, mentoring and opportunities for development and inclusive practices.	
27) Number of academic programmes existing (Enter a number; 0 for nil)	
The total intake of students for various courses (Sanctioned)	2534
Actual enrollment during the year	2317
Student dropout percentage during the year	2%
Success percentage in the final examination across the courses	90%
Number of academic distinctions in the final examination and percentage	01
Number of students who got admitted to institutions of national importance	0

Number of students admitted to institutions abroad	0
Number of students qualified in UGC NET / SET	0
Number of students qualified GATE/CAT/other examination (Specify)	0

28) Does student support mechanism exist for coaching for competitive examinations?   Yes

29) Students participation, if response is yes to Qn. 28	
Number of students participated	250

30) Does student counseling and guidance service exist?   Yes

31) Student participation, if answer to Qn. 30 is yes	
Number of students participated	100

32) Career Guidance	
Number of career guidance programmes organized	01
Percentage of students participated in career guidance programmes	50%

33) Is there provision for campus placement   No

34) If Yes to Qn. 33	
Number of students participated in campus selection programmes	0
Number of students selected for placement during the year	0

35) Does gender sensitization program exist?   Yes

36) If Answer is Yes to Question 35	
Number of programmes organized	02

37) Student activities	
Number of students participated in external cultural events	19
Number of prizes won by students in external cultural events	03

Number of cultural events conducted by the institute for the students	12
Number of students participated in international sports and games events	0
Numbers of students participated in national level sports and games events	01
Number of students participated in state level sports and games events	03
Number of students participated in university level sports and games events	02
Number of prizes won by students in international sports and games events	0
Number of prizes won by students in national sports and games events	0
Number of prizes won by students in state level sports and games events	03
Number of prizes won by students in University level sports and games events	03
Number of sports and games events conducted by the institute for the students	15

38) Composition of students	
Percentage of Scheduled Caste	16%
Percentage of Scheduled Tribe	8%
Percentage of other backward communities	28%
Percentage of women students	36%
Percentage of physically challenged	0.25%
Percentage of rural students	100%
Percentage of urban students	0

39) Scholarships and financial Support	
Number of students availing financial support from the institution	774
Amount of disbursed as financial support from the institution	Rs. 1,43,075/-
Number of students awarded scholarship from the institution	9
Number of students received notable National / intentional achievements/recognition	0

40) Students initiatives	
Number of community upliftment programmes initiated by students	05
Number of literary programmes initiated by students	02
Number of social action initiatives based on science / environment initiated by students	0
Number of student research intitiatives	0

7.	

SECTION V

This section surveys the Governance the Innovation at the institution related to quality management. The educational management strategies adopted and the practice for achieving the objectives are focused.

41) Whether perspective plan for overall development activities is created?

Yes	✓
No	

42) If the answer for Qn.41 is yes, is the plan implemented and monitored?

Yes	✓
No	

43) Whether benchmarking is created for institutional quality management efforts?

Yes	✓
No	

44) If the answer to Question 43 is Yes, please list the benchmarking in various areas of development in bullet format

- Continuous Internal Assessment
- Class room seminar
- 100% student feedback
- Study Tour
- Self-appraisal by faculty members
- Self-appraisal by Administrative Staff
- Regular evaluation by administration

• Regular monitoring of students' attendance
• Academic Audit
• Academic and physical expansion
• ICT support to Library
• Use of ICT (Information and Communication Technology)

45) Is a Management Information System (MIS) in place?

Yes	✓
No	

46) If answer to question 45 is Yes, please provide details of MIS applied to

• Administrative procedures including finance
• Student admission
• Student records
• Evaluation and examination procedures
• Research administration
• Payment of Fees by the students
• Others
• (enter the respective details corresponding to the serial numbers)
• Payroll, Tax, Fees, PF.
• Online through website of the college.
• Development-in-progress.
• Library using SOUL

47) Existence of learning resource management

	Yes	No
e-database in library	✓	
ICT	✓	
e-learning sources (e-Books, e-Journals)	✓	
Production of teaching modules		✓
Interactive learning facilities		✓

48) Internal resource mobilization : Kindly provide the amount contributed	
Research	Rs.454680/-
Consultancy and training	Rs. 201869/-
Student contribution	0
Alumni contribution	0
Well-wishers	0

49) Infrastructure and welfare spending : Please specify the amount	
Amount spent for infrastructure development	Rs. 5418760/-
Amount spent for student welfare	Rs.185476/-
Amount spent for staff welfare	Rs. 108631/-

50) Is delegation of authority practiced	
Yes	✓
No	

51) Does grievance redressal cell exist?		
	Yes	No
Faculty	✓	
Students	✓	
Staff	✓	

52) Grievances received from faculty and resolved (Enter a number; 0 for nil)	
Number of grievances received	0
Number of grievances resolved	0

53) Number of grievances received from students and resolved (Enter a number; 0 for nil)	
Number of grievances received	0
Number of grievances resolved	0

54) Number of grievances received from staff members and resolved (Enter a number; 0 for nil)	
Number of grievances received	0
Number of grievances resolved	0

55) Has the institution conducted any SWOT analysis during the year	
Yes	✓
No	

56) The SWOT analysis was done by internal or by external agency	
Internal	✓
External	

57) Kindly provide three indentified strengths from SWOT Analysis (in bullet format)

- Committed teaching staff and support staff
- Strong management team
- Motivating Research activities

58) Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

- Inadequate infrastructure
- Limited research activity by faculties
- Very low number of full time teachers

59) Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

- Improvising ICT for Academics
- Guidance Programme for competitive Examinations.

60) Kindly provide two identified challenges/threats from the SWOT analysis (in bullet format)

- Introduction of New courses in emerging areas
- Increasing numbers of applications for admission

61) Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)

- 04 edited books published by the faculty
- 01 faculty acted as experts resource person in International Conference.

62) How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)
• Recommendations of NAAC help us to improve our quality of teaching learning and Research   • NAAC assessment help us to discover our strengths and weaknesses   • NAAC puts us in right path to move forward to achieve our goals and objective

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Principal
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Dantan, Paschim Medinipur
Pin. - 721426

Prof. T. T. Mukherjee
Co-ordinator
IQAC

BHATTER COLLEGE, DANTAN
DANTAN::PASCHIM MEDINIPUR
ACADEMIC CALENDAR
For the session 2010-2011
1st Term : From 01-07-2010 to 07-11-2010

Month	Date	No. Of no-class days	No. Of days available for classes/Examinations	Remarks
1.	2.	3.	4.	5.
July-2010	01-07-10 to 07-07-10	1 Day	6 Days	04-07-2010 (Sanday)
	08-07-10 to 14-07-10	2 Days	5 Days	11-07-2010 (Sunday) 13-07-2010 (Rathajatra) 08-07-2010 (Commencement of 1st ,2nd ,3rd year B.A./B.Sc./B.Com. Classes.
	15-07-10 to 21-07-10	1 Day	6 Days	18-07-2010 (Sunday) 21-07-2010 Last date of submission of academic auditing report to V.U.
	22-07-10 to 28-07-10	1 Day	6 Days	25-07-2010 (Sunday) 22-07-2010 – Last date of admission of 1st year B.A./B.Sc./B.Com students.
July-August-2010	29-07-10 to 04-08-10	1 Day	6 Days	01-08-2010 (Sunday) 04-08-2010 Last date of change of subjects for 1st year B.A./B.Sc./B.Com. students.
August-2010	05-08-10 to 11-08-10	1day	6 days	08-08-2010 (Sunday)
	12-08-10 to 18-08-10	1 Day	6 Days	15-08-2010 (Independence Day) 25-08-2010 Last date of submission of registration form to V.U. for 1st year B.A./B.Sc./B.Com students Without fine.
	19-08-10 to 25-08-10	1 Day	5 Days	22-08-2010 (Sunday)
August &Sept-2010	26-08-10 to 01-09-10	2 Days	5 Days	29-08-2010 (Sunday) 31-08-2010 - Last date of Admission for 2nd & 3rd year B.A./B.Sc./B.Com. students. 01-09-2010 - (Janmestami)
Sept-2010	02-09-10 to 08-09-10	1Day	6 Days	05-09-2010 - (Sunday) 06-09-10- Last date of submission of Teachers' Bio data to V.U.
	09-09-10 to 15-09-10	2 Days	5 Days	09-09-2010 - Last date of submission of registration form to V.U. for 1st year B.A./B.Sc./B.Com. students with fine. Inter College Cultural Meet.
	16-09-10 to 22-09-10	1 Day	6 Days	11-09-2010 – (Id-UI-Fitre) 12-09-2010 – (Sunday) 19-09-2010 – (Sunday)
	23-09-10 to 29-09-10	2 Days	5 Days	26-09-2010 (Sunday & Vidyasagar Birth Day) 29-09-2010 (University Foundation Day)

Month	Date	No. Of no-class days	No. Of days available for classes/Examinations	Remarks
Sept & Oct-2010	30.09.10 to 06.10.10	2 Days	5 days	02-10-2010 (Mahatma Gandhi's Birthday) 03-10-2010 (Sunday) Student's union Election to held in between 04-10-2010 to 11-10-2010
October -2010	07.10.10 to 13.10.10	3 Days	4 Days	07-10-2010 (Mahalaya) 10-10-2010 ((Sunday) Puja Holidays
	14.10.10 to 20.10.10	7 Days	Nil	
	21.10.10 to 27.10.10	7 Days	Nil	
Oct' & Nov'10	28.10.10 to 03.11.10	7 Days	Nil	
Nov'-2010	03.11.10 to 07.11.10	4 Days	Nil	
			83 Days	

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

2nd Term : From 08-11-2010 to 01-01-2011
For the session 2010-2011

Month	Date	No. Of no-class days	No. Of days available for classes/Examinations	Remarks
1.	2.	3.	4.	5.
Nov' 2010	08.11.10 to 10.11.10	Nil	3 Days	
	11.11.10 to 17.11.10	3 Days	4 Days	14-11-2010 (Sunday) 15-11-2010 (Jagadhatri Puja) 17-11-2010 (Id-Ud-Zoha)
	18.11.10 to 24.11.10	1 Day	6 Days	21-11-2010 (Sunday & Guru Nanak's Birth day)
Nov & Dec., 2010	25.11.10 to 01.12.11	1 Day	6 Days	28-11-2010 (Sunday) Annual Sports of College.
December-10	02.12.10 to 08.12.10	1 Day	6 Days	05-12-2010 (Sunday)
	09.12.10 to 15.12.10	1 Day	6 Days	12-12-2010 (Sunday) Inter College Sports of V.U.
	16.12.10 to 22.12.10	2 Days	5 Days	17-12-2010 (Muharram) 19-12-2010 (Sunday)
	23.12.10 to 29.12.10	5 Days	2 Days	25-12-2010 to 29-12-2010 (Winter Recess)
Dec'-10 Jan'-11	Dec-30 to January-01	3 Days	Nil	30-12-2010 to 01-01-2011 (Winter Recess)
			38 Days	

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

3rd Term : From 02-01-2012 to 30-06-2012
For the session 2010-2011

Month	Date	No. Of no-class days	No. Of days available for classes/Examinations	Remarks
1.	2.	3.	4.	5.
January -2012	02.01.11 to 05.01.11	1 Day	3 Days	02-01-2011 (Sunday)
	06.01.11 to 12.01.11	1 Day	6 Days	09-01-2011 (Sunday)
	13.01.11 to 19.01.11	1 Day	6 Days	16-01-2011 (Sunday)
	20.01.11 to 26.01.11	2 Days	5 Days	23-01-2011 (Sunday & Netaji's Birth Day) 26-01-2011 (Republic Day)
Jan& Feb-2011	27.01.11 to 02.02.11	1 Day	6 Days	30-01-2011 (Sunday)
February - 2011	03.02.11 to 09.02.11	3 Day	4 Days	06-02-2011 (Sunday) 08-02-2011 & 09-02-2011 (Saraswati Puja)
	10.02.11 to 16.02.11	2 Days	5 Days	13-02-2011 (Sunday) 16-02-2011 (Fateha Duwaz Daham)
	17.02.11 to 23.02.11	1 Day	6 Days	20-02-2011 (Sunday)
Feb & Mar-2011	24.02.11 to 02.03.11	1 Day	6 Days	27-02-2011 (Sunday)
March-2011	03.03.11 to 09.03.11	1 Days	6 Days	06-03-2011 (Sunday) 05-03-2011 - Closing of 3rd year B.A./B.Sc./B.Com.classes.
	10.03.11 to 16.03.11	1 Day	6 Days	13-03-2011 (Sunday)
	17.03.11 to 23.03.11	2 Days	5 Days	19-03-2011 (Doljatra) 20-03-2011 (Sunday)
	24.03.11 to 30.03.11	1 Day	6 Days	27-03-2011 (Sunday)
Mar-Apr-11	March 31-April- 06	1 Day	6 Days	03-04-2011 (Sunday) 31-03-2011 (Closing of 1st and 2nd year B.A./B.Sc./B.Com. Classes)
April-2011	07.04.11 to 13.04.11	1 Day	6 Days	10-04-2011 (Sunday)
	14.04.11 to 20.04.11	3 Days	4 Days	14-04-11 (Chaitra Sankranti) 15-04-11 (Bengali New Year's Day) 17-04-11 (Sunday)
	21-04-11 to 27.04.11	3 Days	4 Days	22-04-2011 (Good Friday) 23-04-2011 (Easter Saturday) 24-04-2011 (Sunday)
Aprl & May-2011	April-28 – May-04	1 Day	6 Days	01-05-2011 (Sunday & May Day)
ay - 20	05.05.11 to 11.05.11	2 Days	5 Days	08-05-2011 (Sunday) 09-05-2011 (Rabindranath Birthday)

	12.05.11 to 18.05.11	3 Days	4 Days	16-05-2011 to 18-05-2011 (Summer Recess) 17-05-2011 (Buddha Purnima)
May & June-2011	19.05.11 to 25.05.11	7 Days	Nil	
	26.05.11 to 01.06.11	7 Days	Nil	(Summer Recess)
June-2011	02.06.11 to 08.06.11	7 Days	Nil	
	09.06.11 to 15.06.11	7 Days	Nil	
	16.06.11 to 22.06.11	7 Days	Nil	
	23.06.11 to 29.0611	7 Days	Nil	
	June - 30	1 Day	Nil	
			105 Days	

N.B. for Honours students at least 2 class Test per paper and for General students at least 1 class test per paper will have to be conducted by the college within the period of the 3rd Term.
Total number of days available for holding classes / Examinations= 83 days +38 days + 105 days = 226 days