



BETHUADAHARI COLLEGE

Bethuadahari, Nakashipara, Nadia - 741126

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Ref. No.

Date

BTY/C/IQAC/2015-16

22.12.2015

PROLOGUE

The Internal Quality Assurance Cell (IQAC) of the College was constituted on 14.05.2015 in the meeting of the Governing Body and the Secretary of the Governing Body-cum-Teacher-in-Charge of the College in his letter No. BTY/C/112/2014-15 Dated 31.05.2015 appointed Sri Suhas Roy, Associate Professor in Economics, Department of Commerce as the Co-ordinator of the IQAC for the session 2015-16. Assuming the charge, the Co-ordinator with consent of the Teacher-in-Charge convened a meeting that was held on 10.7.2015 at 2-30 PM in the Principal's Room.

COMPOSITION OF THE IQAC

1. Dr. Alak Kumar Das – Teacher-in-Charge & Chairperson
2. Dr. Tapan Kumar Pande – Associate Professor in Bengali, Member
3. Prof. Asish Kumar Sannigrahi – Associate Professor in Philosophy, Member
4. Dr. Swapan Kumar Mandal – Associate Professor in Sociology, Member
5. Prof. Tarun Kanti Kumar – Associate Professor in History, Member
6. Dr. Swapan Kumar Roy – Assistant Professor in Commerce, Member
7. Sri Apurba Kumar Roy – Accounts Clerk & Administrative Officer, Member
8. Sri Tapas Kumar Biswas – Assistant Teacher, Bilkumari High School, Member from local society
9. Sri Debajyoti Chakraborty – Secretary, Deshbandhu Smriti Pathagar, Member from local society
10. Sri Suhas Roy – Associate Professor in Economics & Co-ordinator, IQAC.

The members present in the meeting of the IQAC discussed in detail the role and responsibility of the Cell in quality assurance and quality enhancement of the College. The Cell chalked out an action plan for the academic year 2015-16. It was resolved that all stakeholders will be requested to participate actively with immediate effect in the implementation of the said plan in true spirit.

OBJECTIVES OF THE IQAC, BETHUADAHARI COLLEGE

1. To develop and apply the quality benchmark in various activities of the College;

2. To promote academic environment of the College;
3. To keep quality related records and documents and monitor the quality measures adopted;
4. To prepare an Annual Quality Assurance Report from the feedback received from the initiatives/ measures taken.

ACTION PLAN OF IQAC FOR THE YEAR 2015-16

1. The IQAC's suggestions regarding **Curricular aspects** are as follows:

Since the curriculum is prepared by the affiliating university, the College does not enjoy any freedom to mould it or mend it. Proposals for introducing new subjects may be made to the affiliating university so that greater area of knowledge can be accessed by the students of the College.

- a. The IQAC, giving priority of the demand of the local community has given its consent for making proposal for introduction of honours course in English, Philosophy, Sociology, BBA and general course in Economics, Mathematics and Statistics.
 - b. The IQAC, observing the trend of students undergoing post graduation courses through distance mode, proposed to make formal prayer to the University of Kalyani for introducing a number of post graduation courses under DODL (distance mode).
2. The IQAC's suggestions regarding **Teaching-Learning & Evaluation aspects** are as follows:
 - a. The IQAC suggested adopting the College more attractive methods of teaching. In addition to traditional chalk and duster mode of teaching, use of graphs, models, maps and slides are to be increased.
 - b. The IQAC recommended introducing a few number of classes by PPT presentations in all departments.
 - c. The IQAC proposed each department to organize College level seminars by inviting resource persons from neighbouring colleges or from own college.
 - d. The IQAC suggested introducing surprise tests in all classes in regular intervals by setting MCQ and objective questions.
 - e. The IQAC suggested each department to follow the sequence carefully. At the beginning the syllabus of the concern subjects are to be studied carefully. Then an annual plan is to be chalked out to complete the syllabus considering the academic calendar and staff strength. Then assign each teacher his or her coverage of the syllabus. Then prepare a time schedule for holding the Class Tests. Announce it to

the students well ahead along with the syllabus for the said class test. After each class test convene a meeting with the teachers to review the results of the class tests. Remedial measures are to be taken by the respective teachers. Parents and guardians meet may be arranged to review the progress of their wards.

3. The IQAC's suggestions regarding **Research, Consultancy and Extension aspects** are as follows:
 - a. The IQAC for the sustenance and enhancement of research activities proposed to constitute a College level Research Committee.
 - b. It suggested taking up local issues and problems as much as possible as research topics.
 - c. It recommended encouraging the teachers to publish anthology of research articles.
 - d. It emphasised the teachers to publish research papers in national and international journals.
 - e. It encouraged publishing wall magazines with the research activities performed by the students.
 - f. It suggested the HoDs and other faculty members for sending proposals for funding Minor or Major Research Projects.
 - g. It suggested the teachers to apply to the UGC for organizing national and international seminars.
 - h. It also suggested the teachers to participate and present research papers in national and international seminars held elsewhere.
 - i. The IQAC recommended the TIC to approve duty leave to the teachers going for presenting seminar papers elsewhere.
 - j. To revive the College's own research journal "Quest: A Research Journal" and obtain ISSN.
 - k. The NSS, the activists of the Students' Union and other intending students are to be engaged in institutional social responsibilities like relief work, social service, health awareness programme etc.
4. The IQAC's suggestions regarding **aspects** are as follows:
 - a. The IQAC suggested enhancing of computer access to all students.
 - b. It also suggested enhancing of internet connectivity to the teaching as well as non-teaching staff.

5. The IQAC's suggestions regarding **Students Support and Progression aspects** are as follows:
- a. The IQAC suggested providing more class rooms for better accommodation of students and for introducing new subjects. For this construction of classrooms is needed.
 - b. More water booths, toilets are to be provided for the benefit of the students.
 - c. Another staircase is needed to be constructed so that an alternative and emergency exit may be provided, especially at the time of earthquakes or incidents of fire.
 - d. A water cooler is needed for the students considering scorching heat of the summer.
 - e. Ramp for physically challenged students has been demolished for construction of staircase. A ramp is to be constructed for those students.
 - f. More space and more seating capacity are needed in the Reading Room.
 - g. More books and journals are to be purchased so that library service can be improved.
 - h. Library is to be digitalized so that books are easily searched.
 - i. Career information is to be ensured from newspapers and periodicals and this facility is to be provided from the College.
 - j. A sick room with facility of first aid is needed for the benefit of the students feeling out of sorts incidentally.
 - k. Health Check up programme is to be arranged more regularly.
 - l. Anti-Ragging Cell and Sexual harassment prevention Cell are to be constituted and be prepared to deal the case promptly, if any case is found.
 - m. Academic Counselling Cell and Career Guidance Cell are to be activated so that more benefits are derived by the students.
 - n. Grievance redressal Cell is to be more neutral so that each case of causing grievance comes to the Cell.
 - o. Cultural competitions are to be regularly held in the College.
 - p. Sports and annual athletic meet are to be arranged with extra care and enthusiasm so that all intending students can participate into it. It can be made more attractive by improving the quality of prizes and awarding them certificates.
 - q. The toppers of the College in the university examinations are to be rewarded by the College.
 - r. The students with hundred per cent attendance are also needed to be rewarded.

- s. CCTV is to be affixed in order to keep vigil happenings in every part of the college.
6. The IQAC's suggestions regarding **Governance, Leadership and Management aspects** are as follows:
 - a. College management software has been introduced. If updating is necessary, it should be done without making delay.
 - b. The College library needs to be digitalized.
 - c. Wi-fi facilities are to be provided in a limited space.
 - d. The College should keep all sorts of documents and information regarding students, teachers, non-teaching staff.
 - e. Feedback received from the various stakeholders are to be given due importance.
 - f. The IQAC suggested the College to welcome the government policy of on-line admission and adopt it from this year.
 - g. The College website, notice boards, Prospectus and Leaflet ventilate the new systems adopted by the college, rules and regulations of admission and other communication needed to be made to the students.
 - h. The awards, achievements and other important news are circulated in the websites and notice boards of the college.
 7. The IQAC's suggestions regarding **Innovations and Best Practices aspects** are as follows:

The IQAC considering the strength on the issues suggested to choose the best practices as i) Environmental awareness building amongst the students in a eco-friendly campus and ii) Curriculum implementation plan (CIP) for providing quality education to the students.

The IQAC suggested the following to build up an eco-friendly campus and to enhance environmental awareness amongst the students.

- a. The IQAC suggested the departments to organize environmental awareness camps within the College campus and beyond it.
- b. To make the College campus a Plastic free zone.
- c. To make a medicinal plants garden.
- d. To introduce waste water management in the campus.
- e. To protect bio-diversity as much as possible by non-intervention policy.
- f. To promote afforestation and observe Briksharopan utsav with grandeur.
- g. To organize seminars on Green House Effect and publish wall magazine on this theme.

- h. To organize seminars on water crisis and publish wall magazine on this theme.
- i. To organize seminars on climate change and Paris Earth Summit and publish wall magazine on this theme.
- j. To make flower gardens to enhance beauty of the campus.
- k. To plant fruits trees and vegetables in the campus.
- l. Essay competitions can be arranged on environmental issues.

Sd/-

(Dr. Alak Kumar Das)

21.12.2015

Chairperson

IQAC

Bethuadahari College

Sd/-

(Suhas Roy)

21.12.2015

Coordinator

IQAC

Bethuadahari College

The Format for Annual Quality Assurance Report (AQAR) of the IQAC

Name of the College: **BETHUADAHARI COLLEGE**

Name of the Affiliating University: **The University of Kalyani**

Year of Report: **2014-2015**

Section A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement (attach separate sheet if required).

8. The IQAC's suggestions regarding **Curricular aspects** are as follows:

Since the curriculum is prepared by the affiliating university, the College does not enjoy any freedom to mould it or mend it. Proposals for introducing new subjects may be made to the affiliating university so that greater area of knowledge can be accessed by the students of the College.

c. The IQAC, giving priority of the demand of the local community has given its consent for making proposal for introduction of honours course in English, Philosophy, Sociology, BBA and general course in Economics, Mathematics and Statistics.

d. The IQAC, observing the trend of students undergoing post graduation courses through distance mode, proposed to make formal prayer to the University of Kalyani for introducing a number of post graduation courses under DODL (distance mode).

9. The IQAC's suggestions regarding **Teaching-Learning & Evaluation aspects** are as follows:

f. The IQAC suggested adopting the College more attractive methods of teaching. In addition to traditional chalk and duster mode of teaching, use of graphs, models, maps and slides are to be increased.

g. The IQAC recommended introducing a few number of classes by PPT presentations in all departments.

h. The IQAC proposed each department to organize College level seminars by inviting resource persons from neighbouring colleges or from own college.

i. The IQAC suggested introducing surprise tests in all classes in regular intervals by setting MCQ and objective questions.

j. The IQAC suggested each department to follow the sequence carefully. At the beginning the syllabus of the concern subjects are to be studied carefully. Then an annual plan is to be chalked out to complete the syllabus considering the academic

calendar and staff strength. Then assign each teacher his or her coverage of the syllabus. Then prepare a time schedule for holding the Class Tests. Announce it to the students well ahead along with the syllabus for the said class test. After each class test convene a meeting with the teachers to review the results of the class tests. Remedial measures are to be taken by the respective teachers. Parents and guardians meet may be arranged to review the progress of their wards.

10. The IQAC's suggestions regarding **Research, Consultancy and Extension aspects** are as follows:

- l. The IQAC for the sustenance and enhancement of research activities proposed to constitute a College level Research Committee.
- m. It suggested taking up local issues and problems as much as possible as research topics.
- n. It recommended encouraging the teachers to publish anthology of research articles.
- o. It emphasised the teachers to publish research papers in national and international journals.
- p. It encouraged publishing wall magazines with the research activities performed by the students.
- q. It suggested the HoDs and other faculty members for sending proposals for funding Minor or Major Research Projects.
- r. It suggested the teachers to apply to the UGC for organizing national and international seminars.
- s. It also suggested the teachers to participate and present research papers in national and international seminars held elsewhere.
- t. The IQAC recommended the TIC to approve duty leave to the teachers going for presenting seminar papers elsewhere.
- u. To revive the College's own research journal "Quest: A Research Journal" and obtain ISSN.
- v. The NSS, the activists of the Students' Union and other intending students are to be engaged in institutional social responsibilities like relief work, social service, health awareness programme etc.

11. The IQAC's suggestions regarding **Infrastructure & Learning Resources** are as follows:

- c. The IQAC suggested enhancing of computer access to all students.

- d. It also suggested enhancing of internet connectivity to the teaching as well as non-teaching staff.
12. The IQAC's suggestions regarding **Students Support and Progression aspects** are as follows:
- t. The IQAC suggested providing more class rooms for better accommodation of students and for introducing new subjects. For this construction of classrooms is needed.
 - u. More water booths, toilets are to be provided for the benefit of the students.
 - v. Another staircase is needed to be constructed so that an alternative and emergency exit may be provided, especially at the time of earthquakes or incidents of fire.
 - w. A water cooler is needed for the students considering scorching heat of the summer.
 - x. Ramp for physically challenged students has been demolished for construction of staircase. A ramp is to be constructed for those students.
 - y. More space and more seating capacity are needed in the Reading Room.
 - z. More books and journals are to be purchased so that library service can be improved.
 - aa. Library is to be digitalized so that books are easily searched.
 - bb. Career information is to be ensured from newspapers and periodicals and this facility is to be provided from the College.
 - cc. A sick room with facility of first aid is needed for the benefit of the students feeling out of sorts incidentally.
 - dd. Health Check up programme is to be arranged more regularly.
 - ee. Anti-Ragging Cell and Sexual harassment prevention Cell are to be constituted and be prepared to deal the case promptly, if any case is found.
 - ff. Academic Counselling Cell and Career Guidance Cell are to be activated so that more benefits are derived by the students.
 - gg. Grievance redressal Cell is to be more neutral so that each case of causing grievance comes to the Cell.
 - hh. Cultural competitions are to be regularly held in the College.
 - ii. Sports and annual athletic meet are to be arranged with extra care and enthusiasm so that all intending students can participate into it. It can be made more attractive by improving the quality of prizes and awarding them certificates.

- jj. The toppers of the College in the university examinations are to be rewarded by the College.
 - kk. The students with hundred per cent attendance are also needed to be rewarded.
 - ll. CCTV is to be affixed in order to keep vigil happenings in every part of the college.
13. The IQAC's suggestions regarding **Governance, Leadership and Management aspects** are as follows:
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 - j. The College library needs to be digitalized.
 - k. Wi-fi facilities are to be provided in a limited space.
 - l. The College should keep all sorts of documents and information regarding students, teachers, non-teaching staff.
 - m. Feedback received from the various stakeholders are to be given due importance.
 - n. The IQAC suggested the College to welcome the government policy of on-line admission and adopt it from this year.
 - o. The College website, notice boards, Prospectus and Leaflet ventilate the new systems adopted by the college, rules and regulations of admission and other communication needed to be made to the students.
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- j. To make flower gardens to enhance beauty of the campus.
- k. To plant fruits trees and vegetables in the campus.
- l. Essay competitions can be arranged on environmental issues.

In order to carry out CIP, the IQAC suggested the teachers and HoDs to be more sincere in distributing and assigning syllabus to the teachers. They are also suggested to follow the Academic Calendar of the College strictly. They will have to be very careful in analyzing post result meetings in order to find out weaker and stronger students. These students are to be given special care. The name and fame of the departments as well as the College largely depends on the results of these categories of students. The meetings with the parents and guardians are to be held more frequently.

Section B: Details in respect of the following (attach separate sheet).

1. Activities reflecting the goals and objectives of the College: **The College is dedicated for the benefits of the disadvantaged section of the population mostly belong to SC/ST/OBC rural households and to provide higher education to those people of the surrounding area.**
The College is determined to add as more graduates to the households of the locality.
In addition, the College is trying to provide education so that the passed out students can stand on their own feet.
2. New academic programmes initiated (UG and PG): **Physical education and Sanskrit in UG general courses have been introduced.**
3. Innovations in curricular design and transaction: **University guidelines are followed.**
4. Inter-disciplinary programmes started: **Nil.**
5. Examination reforms implemented: **In addition to class tests, surprise tests have been introduced. Each teacher in regular interval is taking surprise tests on the topics just taught in a few previous classes.**

6. Candidates qualified: NET/ SLET/ Gate etc.: **The College could not build such mechanism till date.**
7. Initiative towards faculty development programme: **A College level Research Committee has been constituted. Teachers have been encouraged to write papers and to publish those in reputed research journals.**
8. Total number of seminars/ workshops conducted:

Sl. No.	Date	Topic	Funding Agency	Level
1.	20-12-2001	Education & Rural Development	UGC	State
2.	21-12-2001	Absenteeism among Students and Its remedies	UGC	State
3.	13-12-2007	Globalization: Its Challenges & Opportunities	College Fund	International
4.	30-03-2007	The Gender Revolution: Women in Politics of 20 th Century	UGC	State
5.	25-09-2008	Higher Education under Self-financed Scheme	UGC	State
6.	29 & 30-08-2011	Primary Agricultural Credit Societies, Micro Credit and Rural Poor: Linking the Triad for Rural Development	UGC	National
7.	30-08-2011	The State & The People : Politics of Development late 20 th Century	UGC	State
8.	23 & 24 - 12-2011	Challenges of Ensuring the Mutuality of Human Rights and Rural Development Endeavour	UGC	National
9.	25 & 26-02-2012	Corruption in Administration and Development of Society: A Cost-benefit Analysis	UGC	National
10.	10 & 11-03-2012	Politics of Survival: National-State and Global Terrorism	UGC	National
11.	13 & 14-03-2012	Qualitative Improvement of NAAC Accredited Colleges	UGC	National

12.	27-07-2014	Prevention of Industrial Sickness & Revival of Viable Sick Units	College Fund	International
13.	20-03-2015	e-banking: Its Challenges and Opportunities in Indian Economy	UGC	National

9. Research Projects:

- a. Ongoing : **A UGC sponsored Minor Research Project run by Dr. Alak Kumar Das. The title of the Project is ‘Problems Encountered by Farmers in Food grains marketing: A Study in West Bengal’.**
- b. Completed : **Other eight UGC sponsored Minor Research Projects have already been completed by the faculty members previously.**

10. Patents generated, if any: **Nil.**

11. New collaborative research programmes: **Nil.**

12. Research grants received from various agencies: **Research grant received for the on-going project is Rs. 2,35,000/-**

13. Details of research scholars: **Nil.**

14. Citation index of faculty members and impact factor: **Not readily available.**

15. Honours/ Awards to the faculty: **Nil.**

a. National: **Nil.**

b. International: **Nil.**

16. Internal resources generated: **Meagre amount is generated from scrap sales.**

17. Details of departments getting assistance/ recognition under SAP, COSIST (ASSIST)/DST, FIST, and other programmes: **Nil.**

18. Community services: **The NSS volunteers as well as the students’ union activists took part actively in local flood relief work in this year. They distributed dry food and clothes to the flood victims. The students of this college distributed fruits to the indoor patients of the Nakashipara Block Primary Health Centre on the day of independence. The NSS unit of the college observed the World AIDS Day and organized a seminar on AIDS awareness. The students of the college took part in cleanliness campaign in the local community and they scavenged the Bethuadahari Bus-stand and washed the Statues of Subhas Chandra Bose and Mahatma Gandhi. The students along with some faculty members went to the**

local villages Jugpur and Patikabari and organized health awareness programmes.

19. Teachers and officers newly recruited: **Four Guest Teachers one each in the Department of Physical Education, Department of Sanskrit, Department of Political Science and Department of Bengali.**

20. Teaching – Non-teaching staff ratio: 1.47 as on 15.12.2015

	Whole-time	CWTT	PTT	GT	TOTAL
Teachers	7	3	4	8	22
	Whole-time	Contractual	-	Casual	
Non-Teaching Staff	8	1	-	6	15

21. Improvements in the library services:

Sl. No.	Particulars	Previous Arrangement	Current Arrangement
1.	Seating capacity in the students' Reading Room	20	30
2.	Seating capacity in the teachers' Reading Room	4	6
3.	Digitalization of catalogues	N.A	Process initiated COHA installed

22. New books/ journals subscribed and their value: **Rs. 2,93,589/-**

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback: **In all honours level courses of study.**

24. Feedback from stakeholders: **Parents-teachers Meet is convened once in a year.**

25. Unit cost of education: **Rs. 1068.47 without salary component Rs. 4264.62 with salary component.**

26. Computerization of administration and the process of admissions and examination results, issue of certificates: **This year the college for the first time introduced on line admission and collected the admission fees and session charges through e-banking. In both cases, the college got success. The cash section of the college has been computerized. Accounting and claims are done through computerized**

system. This year the college with other colleges of the states has been included in the COSA(Computerization of Salary Account) system for disbursing salary and remunerations to the whole time teachers, full time non-teaching staff and government approved CWTTs and PTTs. The examination is still taken manually. Issue of bona fide student certificates is also done manually.

27. Increase in the infrastructural facilities: **A number of computers, laptop, printers, projector, chairs, tables, benches, classroom benches (high and low), CFL lamps, water cooler, grass- cutting machines, laboratory equipments have been purchased.**
28. Technology up-gradation: **Introduced COSA system in case of making payment of salaries and remunerations. COHA has already been installed recently in the library.**
29. Computer and internet access and training to teachers, non-teaching staff and students: **Access to computers for the teachers and non-teaching staff is quite satisfactory. However, internet connectivity is not available to all. Only four to five computers are linked with internet connection. No training facility is there to make the teachers and non-teaching computer literate. Those who can operate the computers learnt on their own.**
30. Financial aid to students: **A portion of Students' Union Fund is used in giving financial aid to the needy students. This apart, the SC/ST/OBC students are given post - Matric scholarships from the government. The minority students are given scholarships from the department of minority welfare. The eligible girl students (298) are given financial assistance from the Kanyashree Programme of the state government.**
31. Activities and support from the Alumni Association: **An initiative has been taken to constitute an Alumni Association of the college. After constitution, the members of the said association would decide the nature of activities and support.**
32. Activities and support from the Parent-Teacher Association: **Not Applicable.**
33. Health services: **The College has institutional membership (universal) of Students' Health Home. The students are encouraged to go to the Regional Centre of Students' Health Home at Krishnagar for medical treatment when necessary. An annual health check up camp is organized in the college campus. Blood group identification camp is also done occasionally. The college has a sick room. The students can take rest there, if feel out of sorts. The office, the union**

room of the Students' Union and the Staff room are equipped with First Aid Boxes.

34. Performance in sport activities: **The College takes part in different tournaments and athlete meets. This year, a student of First year B.A class has been selected in the university team for participating in 5000 meter race in the national level to be held in December 2015 at Patiala.**
35. Incentives to outstanding sports persons: **The College does not have any outstanding sports person since last couple of years. This year, it has been decided to offer the sports persons selected in the university team will be provided with T.A and D.A for those days the competitors will remain in the camp and Meet if no other sponsoring agency is there.**
36. Student achievements and Awards: **Students of this college own the Second Runners' Cup in the District level Mock Parliament Competition held in Krishnagar. The College organizes different cultural competitions including, music, debate, recitation, elocution, extempore, essay writing and quiz. The students are awarded prizes and certificates. Similarly, the College organizes annual sports comprising different events competing irrespective of boys and girls. They are also awarded prizes and certificates.**
37. Activities of the Guidance and Counselling unit: **A number of Guidance and Counselling unit is functioning. The Career Counselling, Academic Counselling and Grievance Redressal Cells have done as per requirement. The Anti-Ragging Cell and Sexual Harassment Prevention Cell have not received any complaints during their tenure.**
38. Placement services provided to students: **The College has subscribed a number of news paper (like Employment News) and periodicals to provide the students information about job vacancies.**
39. Development programmes for non-teaching staff: **Nil.**
40. Good practices of the institution:
 - a. **Curriculum Implementation Plan**
 - b. **Environmental awareness**
 - c. **Admission process is completely transparent and done through counselling strictly according to merit observing reservation criteria of the government for SC/ST/OBC-A/OBC-B and PH candidates.**
 - d. **Limited access to computer for the teachers.**

- e. Slow and advanced learners are identified and special care is taken for them.
- f. Teachers are encouraged to undertake research work.
- g. Students are encouraged to participate in sports, extracurricular and cultural activities for their all round development
- h. Regular student feedback is taken to improve the teaching quality.
- i. Special effort is given for community development through its NSS unit.

41. Linkages developed with National/ International, academic/research bodies: **Not Applicable.**

42. Action taken report on the AQAR of the previous year: **Not Applicable.**

43. Any other relevant information the institution wishes to add: Nil

Section C: Outcomes achievement by the end of the year (attach separate sheet if required)

The IQAC has been constituted only recently (on 31.5.2015). The first meeting of the IQAC was held on 10.07.2015. A number of steps have been taken on the basis of the recommendations of the said meeting. The outcomes and achievements are yet to be observed. In spite of that, the following outcomes have been recorded.

Outcomes of the Plan taken

ASPECTS	ITEM NO.	OUTCOMES OBSERVED
Curricular Aspects	1.a	Proposal for introduction of new subjects has been discussed in the meeting of the Governing Body and it has been decided to place formal application for obtaining English (Hons), Philosophy (Hons), BBA and Economics (General) as new course of study.
	1.b	The University of Kalyani will soon inspect the College to judge the situation of opening DODL centre for providing a number of PG programmes.
Teaching-Learning & Evaluation aspects	2.a	The IQAC in the meeting with the teachers asked them to make their classes more attractive with the aid of charts, maps, slides etc. The teachers agreed to do so.
	2.b	A number of classes have been taken though PPT presentations.
	2.c	Three college level seminars have already been organized.

		One by department of Bengali and two seminars were organized by the Department of Geography. Bengali department invited Prof. Ashoke Singha Roy of K.N.College as resource person. The Department of History will soon organize two College level seminars. The College authority has made budgetary provision for holding seminars for every department.
	2.d	Surprise Tests have already been introduced in every honours departments. Philosophy, the only general department has introduced it. Others will start shortly.
	2.e	Academic Calendar has been prepared and published in the website, Prospectus and Notice Boards. Each department has been instructed to go through the syllabus thoroughly and divide it amongst the teachers and terms of examinations and complete each part of the syllabus before corresponding Class Tests.
Research, Consultancy & Extension aspects	3.a	A Research Committee of the College has been constituted. The composition has been discussed elaborately in the SSR.
	3.b	Local issues are taken up for research since earlier because of convenience in collection of data.
	3.c	The College has obtained a number of ISBN No. for publication. A number of anthologies have been already published.
	3.d	Only two of the faculties are regular in writing in national and international journals. Others have been requested to follow them.
	3.e	All the departments have started to publish their departmental wall magazines.
	3.f	Only one UGC sponsored MRP is going on. Eight others have already completed. No further proposals have yet been sent.

	3.g	No further proposal of organizing seminars has been sent to the UGC as of now.
	3.h	A few numbers of teachers regularly attend and present their papers in national and international seminars held elsewhere.
	3.i	Duty leaves are granted if they present papers in the seminars. Others are also allowed duty leave for attending seminar because of enriching their knowledge and spreading the same amongst the students.
	3.j	No progress has been made for reviving the journal Quest.
	3.k	The students of the College in the banner of NSS joined relief works in the flood victim areas, observed AIDS Day, joined Cleanliness campaign with and beyond the campus. They distributed fruits to the indoor patients admitted in the Nakashipara Block Primary Hospital.
Infrastructure & Learning Resources	4.a	Access to computer for all students is not possible right now. However, a number of computers will be purchased shortly.
	4.b	Internet connectivity will be given to a few numbers of computers. Wi-fi has been arranged within the chamber of Principal and seminar hall.
Student Support & Progression	5.a	A number of classrooms are being constructed. Only recently, the local MLA out of his area development fund sanctioned the cost of constructing a classroom.
	5.b	No progress has been made in arranging more water booths, toilets.
	5.c	An alternative staircase is being constructed.
	5.d	A water cooler has been installed in the campus.
	5.e	The old ramp has been demolished for new construction of classrooms. A ramp will be constructed soon.
	5.f	More seating capacity has been ensured in the Reading Room.

	5.g	Some new books have been purchased and a number of journals have been subscribed in this year.
	5.h	COHA software has been recently purchased in order to make the library digitalized.
	5.i	Career related periodicals and newspaper have been subscribed and those will be distributed from the Students Union Room or the College Boy's Room. The College library will be relaxed from this job.
	5.j	A room has been earmarked as Sick Room.
	5.k	No date has been fixed in this year.
Governance, Leadership & Management Aspects	6.a	College management software is being updated as and when required. Tally software has been purchased and being utilized in accounting. The College has been included in the COSA system of paying salaries and remunerations.
	6.b	The college library is being digitalised. It will get its final shape very soon.
	6.c	The wi-fi facility is available in the Principal's Room and Seminar Hall.
	6.d	An endeavour has been taken to keep all sorts of documents, information in a systemic way. In this regard a threadbare discussion has been held with all the staff of the institution.
	6.e	Teachers belonging to different departments are very much keen to get them evaluated by the students.
	6.f	On-line admission has been done successfully.
	6.e	Rules and regulations of admission and other important matters have been brought to the notice through notice board, leaflet etc.

Innovations & Best Practices Aspects	7.a	Two seminars have been organized on “The Menace of Green House Effect” and ‘Water Crisis and Its Management’ and another one is in the pipeline. It will be held shortly.
	7.b	A committee has been formed to make the college a Plastic-free Zone.
	7.c	A Medicinal Plant Garden, a Vegetable Garden and a number of Flower gardens have been made.
	7.d	Different departments have published wall magazines. One of the departments has published a wall magazine which is theme-based.
	7.e	Surprise tests have been started. The responses regarding the test examination show the popularity amongst the students. Numbers of class tests have also been increased.
	7.f	Preparation of Question Banks is in progress. The system of writing of assignments by the students has been in operative mood.
	7.g	Feedback by the students on teachers and library services is in existence. Teachers know where they lack and where they are comfortable in the eye of students. Accordingly, they get the opportunity to review their style of presentation, teaching etc.
	7.h	Need-based appointment of teachers has remained unresolved. A few guest lecturers have been appointed but it is not adequate in terms of burgeoning students.
	7.i	Teachers are always with the students. They do not hesitate to spend their time in addition to their assigned classes for the sake of the students and so they give some time for clearing doubt nested in the students.
	7.j	Syllabuses are minutely reviewed before the commencement of classes and the topics mentioned in the syllabus are allocated amongst the faculties in order to complete the same within the stipulated period.

	7.k	Results of class tests are analyzed and there after the task of identifying the weaker students start. It is one of the mechanisms for identification of stronger and weaker students. Teachers of this college leave no stone unturned to stand by the students for removing their deficiency of knowledge. Above all, special care is taken for them.
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Section D: Plans of the College for the next year:

The IQAC has planned to recommend the College to take up the following plans for the next year.

1. To carry out or complete the on—going construction project consisting of building a number of classrooms as well as an alternative staircase along with a ramp for the physically challenged students.
2. To afford a wheel chair for the physically challenged students.
3. To increase seating capacity for the students in the reading room substantially.
4. To afford to lend four books at one go for honours students and three for general students.
5. To set up a placement cell.
6. To take initiatives for setting up of a full fledged equipped gymnasium.
7. To increase computer-student ratio.
8. To provide more internet access, even to the students.
9. To give more emphasis on research and publication of the teachers.
10. To continue environment awareness campaign.
11. To continue and strengthen CIP.
12. To strengthen feedback system.
13. To set up an Alumni Association.
14. To revive and publish regularly “Quest: A Research Journal” and obtain ISSN.
15. To pursue for engaging more teachers in the vacant posts.
16. To publish Question Bank for each subject.
17. To initiate supplying photocopies of the reference books to the students at a reasonable rate.
18. To organize state level, national and international seminars out of UGC funds.
19. To improve Geography Laboratory as far as practicable.

20. To introduce more ICT aided classrooms.

Sd/-
(Dr. Alak Kumar Das)
21.12.2015
Chairperson
IQAC
Bethuadahari College

Sd/-
(Suhas Roy)
21.12.2015
Coordinator
IQAC
Bethuadahari College

**Name & Signature of the Coordinator,
Chairperson,
IQAC**

**Name & Signature of the
Coordinator,
IQAC**