

**Sambhu Nath College**  
**Labpur, Birbhum 731303**  
**West Bengal**



*Guidelines for the Creation of the*  
**Internal Quality Assurance Cell (IQAC)**  
**and Submission of Annual Quality Assurance**  
**Report (AQAR)**  
**2011-2012**



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*  
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution

Sambhu Nath College, Labpur, Birbhum

1.2 Address Line 1

Labpur

Address Line 2

Birbhum

City/Town

Labpur

State

West Bengal

Pin Code

731303

Institution e-mail address

sambhunathcollege@rediffmail.com

Contact Nos.

03463-266225

Name of the Head of the Institution:

Dr. Nisith Nath Chakravorty

Tel. No. with STD Code:

03463-266225

Mobile:

+91-9434432772

Name of the IQAC Co-ordinator:

Dr. Koushik Dhara

Mobile:

+91-9433125327

IQAC e-mail address:

iqacsnc2013@gmail.com

1.3 NAAC Track ID (For ex. MHCOCN 18879)

EC/52/A & A/03

1.4 NAAC Executive Committee No. & Date:

EC/52/A & A/03 dated 28<sup>th</sup> March 2010

(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:

www.sambhunathcollege.org

Web-link of the AQAR:

www.sambhunathcollege.org/AQAR2011\_12.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.23	2010	5 years
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 :

21/02/2013

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

2011-2012

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 (18/09/2015)
- ii. AQAR 2011-2012 submitted to NAAC on (18/09/2015)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

The University of Burdwan,  
Burdwan, West Bengal

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

Autonomy by State/Central Govt. / University	<input type="text" value="X"/>		
University with Potential for Excellence	<input type="text" value="X"/>	UGC-CPE	<input type="text" value="X"/>
DST Star Scheme	<input type="text" value="X"/>	UGC-CE	<input type="text" value="X"/>
UGC-Special Assistance Programme	<input type="text" value="X"/>	DST-FIST	<input type="text" value="X"/>
UGC-Innovative PG programmes	<input type="text" value="X"/>	Any other ( <i>Specify</i> )	<input type="text" value="X"/>
UGC-COP Programmes	<input type="text" value="X"/>		

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

2.1 No. of Teachers	<input type="text" value="00"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="00"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="00"/>
2.5 No. of Alumni	<input type="text" value="00"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="00"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="00"/>
2.10 No. of IQAC meetings held	<input type="text" value="00"/>

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No   
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

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
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\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No   
 Management  Syndicate  Any other body

Provide the details of the action taken

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

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

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

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	02

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.

No

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
31	21	10	--	--

2.2 No. of permanent faculty with Ph.D.

12

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
--	09	--	--	--	--	--	--	--	09

2.4 No. of Guest and Visiting faculty and Temporary faculty

04

00

12(ppt)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers		18	
Resource Persons			

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

Unique Teaching Methodology "Two way teaching method"

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

181

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

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

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2.10 Average percentage of attendance of students

82%



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.Sc.	40		17.50	72.50		90.00
B.A.	220		4.54	71.36		75.91
B.Com.	01		01			100.00

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

1. All the teaching staff members submitted Test Examination questions paper before Final Examination of the University to conduct theoretical and practical Test.
2. Quarterly reports are collected from the teaching staff where in teachers give information regarding coverage of syllabus during that particular period. Teachers were accordingly advised in case where the syllabus was not covered properly.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	02
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	02	---	---
Technical Staff	05	02	---	---

## Criterion – III

### 3. Research, Consultancy and Extension

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

Head of the institution encourages the teachers to take up more major/minor research projects.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	07	06	
Non-Peer Review Journals		06	
e-Journals		05	
Conference proceedings		07	

#### 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 (Rs)	Received (Rs)
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	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

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
-	-	-	-	-	-	-

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 others

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

1. Awareness programme on Environmental issues
2. Blood donation camp and students' health checkup
3. Awareness programme on Womens' right

## 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	26 Acres			
Class rooms	30			30
Laboratories	06			06
Seminar Halls				
No. of important equipments purchased ( 1-0 lakh) during the current year.		02	UGC	3.12134
Value of the equipment purchased during the year (Rs. in Lakhs)			UGC	5.38168
Others				

#### 4.2 Computerization of administration and library

Proposals are placed for further progress.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15633	1,05,803.00	1145	1,83,850.00	16778	2,89,653.00
Reference Books	10421	70,536.00	763	1,22,567.00	11184	1,93,103.00
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	14	01	12	-	-	-	-	-
Added	00	00	00	-	-	-	-	-
Total	14	01	12	-	-	-	-	-

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

Teachers were expert to use ICT technologies to deliver lectures. Internet facilities in the college were also upgraded during this period.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	0.49605
ii) Campus Infrastructure and facilities	9.69594
iii) Equipments	---
iv) Others	---
<b>Total :</b>	10.19199

### Criterion – V

## 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Meetings were regularly organized with students to enhance their awareness about “students’ support service” which is available within college hours. These meetings were organized by different committees such as, academic sub-committee, students’ welfare committee, etc.

#### 5.2 Efforts made by the institution for tracking the progression

Progress is often tracked at an informal manner through random collection of verbal opinion.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2832	-	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1914	67.58		918	32.42

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1820	443	45	195	Nil	2503	1507	512	63	750		2832

Demand ratio % 85.40      Dropout % 20.10

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

NIL

No. of students beneficiaries

NIL

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

A proposal for the formation of a placement cell was placed in the meeting of the students' welfare committee.

No. of students benefitted

121

### 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
NIL	NIL	NIL	NIL

### 5.8 Details of gender sensitization programmes

Anti- ragging committee and Sub-committee against Sexual Harassment are there to sensitize the students. Regular monitoring is done and committees take firm action in this regard if problems arise.

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	Nil	-
Financial support from government	325	3,23,600.00
Financial support from other sources	Nil	-
Number of students who received International/ National recognitions	Nil	-



5.11 Student organised / initiatives

Fairs	: State/ University level	<input type="text" value="01"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>
Exhibition:	State/ University level	<input type="text" value="-"/>	National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Deplorable condition of the students' canteen

## Criterion – VI

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

6.1 State the Vision and Mission of the institution

**Vision:**

The main vision was to have wide publicity and advancement of higher learning by which the young generation of the locality would develop themselves in culture, education, health, games, sports and above all they would be attracted to the development of the society as well as of the country. Labpur was culturally very much in the forward line of the district where eminent author like Tarasankar Bandyopadhyay composed the Ganadevata to create the consciousness of the people.

**Mission at a glance:**

Sambhu Nath College established in the year 1963 in a remote educationally backward area in the district of Birbhum with the mission of advancement of learning and to fulfil the dream of the younger generation towards attracting them for higher education by which the country would be enlightened from East to West. Dr. Sambhu Nath Bandyopadhyay, honourable Ex-Vice Chancellor and Justice of the Calcutta High Court had been kind enough to initiate the establishment of the college with some distinguished educationists in the district. It's a pleasure to inform to all concerned that eminent Sudhendu Ranjan Das, former Hon'ble Justice, Supreme Court of India, Dr. Satkari Mukhopadhyay former Adhyaksha of Naba-Nalanda Mahabihar, who all were present on August 16, 1963 on the occasion of its establishment.

## 6.2 Does the Institution has a management Information System

The institution has an informal management system.

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

### 6.3.1 Curriculum Development

Curriculum involves interaction between teachers and learners, between learners and Learners, between learners and curriculum content. The focus of teaching is more on making of meaning through learning than the transmission of concepts and skills.

### 6.3.2 Teaching and Learning

Specialized facilities in several honours departments.

### 6.3.3 Examination and Evaluation

Terminal examination and result consideration meeting to discuss the academic status of every department.

### 6.3.4 Research and Development

The Head of the Institution continuously encourage teachers to undertake major/minor projects.

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

- Internet facility is available in the library.
- Library software is in place.
- Provision of LCD Projector.
- Power backup through generator

### 6.3.6 Human Resource Management

- Faculty recruitment is governed by State Government policy through College Service Commission.
- Non-teaching staff recruited by College as per rules framed by Governing Body.

### 6.3.7 Faculty and Staff recruitment

Permanent staffs are recruited by following Government rule, procedures and examinations.

### 6.3.8 Industry Interaction / Collaboration

Nil

### 6.3.9 Admission of Students

Manually

### 6.4 Welfare schemes for

Teaching	14
Non teaching	9
Students	158

### 6.5 Total corpus fund generated

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### 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	Govt.	Yes	Govt.
Administrative	Yes	Govt.	Yes	Govt.

### 6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

The College does not have autonomy for examination reforms. It follows the University pattern.

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

Nil

#### 6.11 Activities and support from the Alumni Association

An alumni meeting is held every year. The members of the alumni regularly interact with the students to create awareness about the social, economic, environment issues. They participate in career counseling programme for the students.

#### 6.12 Activities and support from the Parent – Teacher Association

The IQAC however feels the need to form a parent –teacher association to work for the development of the college.

#### 6.13 Development programmes for support staff

Nil

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

Make plastic free zone  
Tree plantation  
Campus cleaning programme

## 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.

Strengthen the teacher-student relationship, Innovative teaching learning ideas and easily acceptable techniques, infrastural development for the research work

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

College planned the objectives for current year and its progress was monitored through action taken report from all concerned persons. In its meeting these action taken reports were discussed and correction was done appropriately whenever it was required

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

**Practice 1#**

➤ **Title: Environmental Awareness.**

**Objective:** To create environment awareness among the students community

**Context:** Regular attendance sheet were maintained by the departments according to which guardians were informed from time to time.

**Evidence of success:** Today, our campus is greener compared to many campuses in the surrounding areas. We have also been able to successfully create a plastic free zone.

**Problem encountered:** The college does not have enough resources to organize workshops and invite external advisors. We still, try to work with our limited resources and bring the best out of it.

**Contact Details:**

- **Name of the Principal:** Dr. Nisith Nath Chakrovorty
- **Name of the Institution:** Sambhu Nath College
- **Village:** Labpur.
- **Pin Code:** 731303
- **Accredited Status:** 1<sup>st</sup> Cycle- B
- **Work Phone:** (03463) 266225/9434432772
- **Website:** [www. Sambhunathcollege.org](http://www.Sambhunathcollege.org)
- **E-mail:** [sambhunathcollege@rediffmail.com](mailto:sambhunathcollege@rediffmail.com)

**Practice 2#**

**Title:** National Values promotion

**Objective-** To make students aware of the significance of the following days: Republic Day, National Youth Day, Independence Day, Birth anniversary and Death anniversary of Eminent personalities, Teachers' Day.

**Context-** To instil and cultivate the foundational values of our society.

**Evidence of success-** Active participation of students and teachers make the task of the college easier.

**Problems encountered-** Values standard is very weak.

**Contact Details:**

- **Name of the Principal:** Dr. Nisith Nath Chakrovorty
- **Name of the Institution:** Sambhu Nath College
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- **Pin Code:** 731303
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- **Work Phone:** (03463) 266225/9434432772
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- **E-mail:** [sambhunathcollege@rediffmail.com](mailto:sambhunathcollege@rediffmail.com)

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

7.4 Contribution to environmental awareness / protection

Every year's 50-80 trees are planned in the campus and Plastic free zone was introduced in the college campus. Volunteers also regularly organize campaigns to create awareness.

7.5 Whether environmental audit was conducted? Yes  No

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

- **Strength:** Good faculty.
- **Weakness:** Inadequate number of students in few departments.
- **Opportunity:** Sufficient infrastructure for opening new subjects.
- **Constraints:** Absentism of students.

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

1. The admissions process becomes more focused on students' needs, dreams and goals.
2. Open access library.
3. Improving the teaching-learning process.

Name : Dr. Koushik Dhara

Signature of the Coordinator, IQAC



Name : Dr. Nisith Nath Chakravorty

Signature of the Chairperson, IQAC

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