

SITANANDA COLLEGE
ANNUAL QUALITY ASSURANCE REPORT
(AQAR)
2016 - 17



By
Internal Quality Assurance Cell (IQAC)
2016-17

Part - A

Details of the Institution

**THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE
IQAC
2016-17**

Part-A

1. Details of the Institution

1.1 Name of the Institution	:	SITANANDA COLLEGE
1.2 Address Line 1	:	P.O.- NANDIGRAM
Address Line 2	:	DIST. PURBA MEDINIPUR
City/Town	:	NANDIGRAM
State	:	WEST BENGAL
Pin Code	:	721631
Institutional e-mail address	:	sitanandacollege@yahoo.in
Contact Nos.	:	(03224) 232295/232494
Name of the Head of the Institution	:	Dr. Samu Mahali
Tel. No. with STD Code	:	(03224) 232295
Mobile	:	9434015938 / 8145096503
Name of the IQAC Co-ordinator	:	Dr. Md. Helaluddin
Mobile	:	8777493706
IQAC e-mail address	:	sitanandaiqac@gmail.com
1.3 NAAC Track ID	:	WBCOGN27452

OR

1.4 NAAC Executive Committee No. & Date : EC(SC)/29/A&A/64.1, Dt.- 27.11.17
 (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.sitanandacollege.info

Web-link of the AQAR www.sitanandacollege.info>NAAC>AQAR2016-17

1.6 Accreditation Details :

Sl. No.	Cycle	Grade	CGAP	Year of Accreditation	Validity Period
1	1 st Cycle	Grade "B"	2.20	2017	5 yrs

1.7 Date of Establishment of IQAC: DD/MM/YYYY :- 10 - 12 - 2011

1.8 AQAR for the year (for example 2010-11) :- 2016 - 17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

1.10 Institutional Status:

University - State: Central: Deemed: Private:

Affiliated 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: UGC2(f): UGC 12(B):

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)	NIL
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1.12 Name of the Affiliating University (*for the Colleges*):-

VIDYASAGAR UNIVERSITY

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 :

2.4 No. of Management representatives :

2.5 No. of Alumni :

2.6 No. of any other stakeholder and community representatives :

2.7 No. of Employers/ Industrialists :

2.8 No. of other External Experts :

2.9 Total No. of members :

2.10 No. of IQAC meetings held :

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 No. International National State Institution Level

(ii) Themes:

2.14 Significant Activities and contributions made by IQAC:

- UG laboratories mainly Nutrition and Botany have been developed
- Technological up-gradation has been made of the Central Library of the College. It has been fully digitized. The users of the Central Library have access to many online resources including INFLIBNET etc.
- NSS volunteers' engagement in "Swachha Bharat Abhijan" programme on regular basis held.
- The Coordinator, IQAC visited colleges in the districts of Murshidabad (Berhampur Girls College)and Jalpaiguri (Falakata College) to help them in improving their academic quality for NAAC purposes.

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*

- ❖ The IQAC members meet periodically and discuss on the issues relating to progress of the institution.
- ❖ The IQAC of the institution follows up departmental activities as scheduled at the beginning of the academic session. The Academic subcommittee for overall works for academic development through preparation of class routine, course file and student's feedback system.
- ❖ The Research and Seminar committee prepares the plans for seminars/workshop and research proposals for funds from various statutory bodies.
- ❖ The IQAC placed various plans in the Governing Body meeting for its implementation. The recommendation of different committees are discussed in the meeting and asked the authority to implement it.
- ❖ Moreover, the IQAC takes the plans of action on Academic, Administrative and infrastructural affairs.
- ❖ The IQAC Co-coordinator prepares the AQAR with the help of members of AQAR and places it before the college Governing Body for its verification. Ultimately, the Governing Body approves it for its uploading in the college website and the NAAC.

* Attach the Academic Calendar of the year as Annexure. ***Please see Annexure X***

Important activities of NSS units of the institution are as follows:

2016-17

No of Programme	Programme	Date:	Remarks
I	Independence day Celebration	15-08-16	In association with Students' Union
II	Blood Donation Camp	29-08-16	Organized by Unit-I, II & III
III	NSS Day	24-09-16	Organized by Unit-I, II & III
IV	World AIDS Day	01-12-16	Speaker: Teacher in charge and All Program officers.
V	Republic day Celebration	26-01-17	In the College Premises
VI	International Women's Day	08-03-17	Speakers: Prof.NilanjanaNayak (PO, NSS Unit-II)
VII	Cleen Campus Avijan	21-04-17	All P.O and Volunteers
VIII	Plantation Day	14-06-17	NSS Program Officers and NSS Volunteers
IX	Yoga Day Celebration	21-06-17	T.I.C, NSS Program Officers and NSS Volunteers

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 AQAR was placed before the Governing Body and its approval was received in the meeting dated November 2018.

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
Ph. D	-	-	-	-
M. Phil	-	-	-	-
P.G.	02	02	02	-
U.G.	Hons. 12 Gen. 15	-	10	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	-	-	-	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	As per the guideline by Vidyasagar University, UG Science subjects.
Trimester	-
Annual	As per the guideline by Vidyasagar University, 15 UG subjects

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*

Analysis of the feedback

Feedback analysis on teaching and other aspects of the college:-

- Student feedback on all aspects regarding to teaching learning, evaluation, facilities etc is taken annually from the outgoing students conducted by IQAC.
- Students are given instruction on the feedback paper to categorize teachers by VG (very good)/G(good)/F()/UN(unsatisfactory).
- The feedback is assessed by IQAC for the year 2016-17 and discussed with the teacher-in-charge. It is observed that perform of most of the teacher is satisfactory. But students are asking to provide more subject combination. IQAC discussed with Teacher-in-charge to take the necessary steps to introduce more subject combination.
- Students suggested to increasethe books in library.
- The studentsalso suggested to open some vocational courses.
- Feedback has been taken from the parents. They put satisfactory remarks.
- Alumni association proposed to develop the infrastructure.

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. NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors / Librarian (Associate)	Principal/ Professors	Others
20	15	04 + 01	01	17 # + 29*

Govt. Appointed Part Time Teachers

* Management Appointed Teacher.

i) Name of Principal/ Associate Professor/Librarian (Associate) with Designation

Sl. No.	Name of Faculty	Designation
1.	Dr. KrishnagopalAdhikari	In-Charge Principal/Associate Professor in Sanskrit
2.	Prof. Sankar Kumar Nandi	Associate Professor in Bengali
3.	Dr. Md. Helaluddin	Associate Professor in Political Science
4.	Prof. BiswajitMaity	Associate Professor in Bengali
5.	Mr. AsitBaran Rana	Librarian (Associate)

ii) Name of Assistant Professor with Designation

Sl. No.	Name of Faculty	Designation
1.	Prof. Md. Nurul Amin	Assistant Professor in Bengali
2.	Dr. ChaitaliBasu	Assistant Professor in Chemistry
3.	Dr. Lakshmi KantaDolai	Assistant Professor in Bengali
4.	Prof. Susmita Roy Adak	Assistant Professor in Philosophy
5.	Dr. Biswarup Mandal	Assistant Professor in Chemistry
6.	Prof. HimanshuHazra	Assistant Professor in Physics
7.	Dr. BhaswatiMukhopadhyay	Assistant Professor in History
8.	Prof. NilanjanaNayak	Assistant Professor in Political Science
9.	Prof. Sreejan Das	Assistant Professor in Political Science
10.	Prof. Saroj Mandal	Assistant Professor in Mathematics
11.	Dr. Ruhul Amin Mandal	Assistant Professor in English
12.	Prof. Nabin Chandra Mahato	Assistant Professor in Philosophy
13.	Dr. BigitendriyaDebsharma	Assistant Professor in Anthropology
14.	Prof. Naba Kumar Das	Assistant Professor in Sanskrit
15.	Prof. Sk. Jahangir Hossain	Assistant Professor in History

- Total No. of Management Appointed Contractual Teacher : 2

Sl. No.	Name of Faculty	Designation
1.	Prof. Gopal Ghosh	MACT
2.	Prof. Pintu Raul	MACT

Total No. of Govt. Appointed Part Time Teacher: 17

Sl. No.	Name of Faculty	Designation
1.	Prof. PallabBera	GAPTT in Zoology
2.	Prof. ShahalamSha	GAPTT in History

3.	Prof. Biswajit Pal	GAPTT in History
4.	Prof. Suman Jana	GAPTT in Zoology
5.	Prof. Santanu Nanda	GAPTT in English
6.	Prof. Indrajit De	GAPTT in Geography
7.	Prof. SandipSamanta	GAPTT in Anthropology
8.	Prof. Subhasis Das	GAPTT in Anthropology
9.	Prof. MadhushreeKarMisra	GAPTT in Education
10.	Prof. Anwasha Jana	GAPTT in Chemistry
11.	Prof. Gopal Maity	GAPTT in History
12.	Prof. Ranjan De	GAPTT in Geography
13.	Prof. SouravSau	GAPTT in Geography
14.	Prof. SujayMondal	GAPTT in Zoology
15.	Prof. SandipKabi	GAPTT in English
16.	Prof. GurucharanMaity	GAPTT in Botany
17.	Prof. SubhajitAchariya	GAPTT in Sanskrit

2.2 No. of permanent faculty with Ph.D. :-

Permanent faculty	Others
06	01

No. of Permanent Faculty with Ph.D. 06, 1#

Sl. No.	Name of Faculty	Date of awarded of Ph.D. Degree	Title of the Ph.D. Degree
1.	Dr. KrishnagopalAdhikari	1992, C.U.	'The conception of liberation in the Patanjali Yoga system'
2.	Dr. Md. Helaluddin	2004, N.B.U.	"Aligarh Movement : its relevance to the Present day society and Politics"
3.	Dr. ChaitaliBasu	10 th May,1994, N.B.U.	"Preparation and Reactions of some Organotin Compounds : Applications to Organic Synthesis"
4.	Dr. Lakshmi KantaDolai	21 st August, 2009, Assam University	"RabindranatherDiarydharmiRachana : SailiChintarAloke"
5.	Dr. Ruhul Amin Mandal	24 th December,2013, J.U.	'The violence of poetry & the poetry of violence: A Comparative Study in the Poetry of Three English and Three Bengali Language Poets'
6.	Dr. BigitendriyaDebsharma	15 th May, 2015, V.U.	'Socio-economic conditions and health profiles of the elderly population in a municipal town : A study in Nadia district, West Bengal, India'

MAT (Management Appointed Teacher)

Sl. No.	Name of Management Appointed Teacher	Date of awarded of Ph.D. Degree	Title of the Ph.D Degree
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1.	Dr. Kankan Kumar Maity	13 th June, 2014	“Bioactive Polysaccharides from Mushroom and Plant”
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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
04	08	-	-	-	-	-	-	04	08

Name of Assistant Professor with Designation

Sl. No.	Name of Faculty	Designation
1	Prof. Nabin Chandra Mahato	Assistant Professor in Philosophy
2	Dr. Bigitendriya Debsharma	Assistant Professor in Anthropology
3	Prof. Naba Kumar Das	Assistant Professor in Sanskrit
4	Prof. Sk. Jahangir Hossain	Assistant Professor in History

2.4 No. of Guest and Visiting faculty and Temporary faculty:-

29

No. of Guest and Visiting faculty and Temporary faculty / Management Appointed Teacher: 31

Sl.	Name of Faculty	Designation
1.	Prof. Uttam Roy	MAT in Political Science
2.	Prof. Sudip Das	MAT in Mathematics
3.	Prof. Najmul Mahammad	MAT in English
4.	Prof. Mili Rana	MAT in English
5.	Prof. Upasana Adhikari	MAT in Sanskrit
6.	Prof. Soma Satpati	MAT in Sanskrit
7.	Prof. Totan Bhowmik	MAT in Sanskrit
8.	Prof. Debabrata Bhowmik	MAT in Education
9.	Prof. Kamal Kumar Khatua	MAT in Education
10.	Prof. Sanjoy Kumar Das	MAT in Education
11.	Prof. Prof. Shibram Das	MAT in Chemistry
12.	Prof. Kankan Maity	MAT in Chemistry
13.	Prof. Rabindranath Pradhan	MAT in Geography
14.	Prof. Piu Das	MAT in Geography
15.	Prof. Itushree De	MAT in Anthropology
16.	Prof. Pameli Manna	MAT in Botany
17.	Prof. Sumi Gole	MAT in Physics
18.	Prof. Rajkamal Jana	MAT in Zoology
19.	Prof. Anushree Maity	MAT in Zoology
20.	Prof. Nandalina Samanta	MAT in Mathematics
21.	Prof. Arun Dolai	MAT in Physics
22.	Prof. Sandip Jana	MAT in History

23.	Prof. Sanchayeeta Das	MAT in Nutrition
24.	Prof. Kakali Maity	MAT in Zoology
25.	Prof. Sumit Das	MAT in Geography
26.	Prof. Bappaditya Garga	MAT in Bengali
27.	Prof. Ramarani Midya	MAT in Bengali
28.	Prof. Arpita Dey	MAT in Nutrition
29.	Prof. Sujit Patra	MAT in Chemistry

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/Workshops	01	04	02
Presented papers	02	13	-
Resource Persons	-	-	-

Faculty Participation in Conferences and Symposia:

(1) Prof. Biswajit Maity, Associate Professor in Bengali :

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or University level
1.	--	'Mahasweta Devir Upanyase Samay Chetana (Nirbachita Upanyaser Aloke)'	'Bengali Drama of 20 th Century : Music and its different aspects' 6 th -7 th March, 2017	Dept. of Bengali, Ranchi University	UGC Sponsored National Seminar

(2) Prof. Md. Nurul Amin, Assistant Professor in Bengali:

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or University level
1.	--	'Sanaskritir Swarup; Dui MoniShir Chokhe, Chintan O Bhabna'	"Sunitikumar Chottapadhyay" 14 th September, 2016	Dept. of Bengali, V.U.	International Seminar
2.	--	'Angiker natun Bhuban ; Shyamal Gangopadhyay'	"sampratik Bangla Upanyas : Sristi O Binyas" 16 th -17 th November,2016	Dept. of Bengali, Khejuri College	UGC Sponsored National Seminar

(3). Dr. Chaitali Basu, Assistant Professor in Chemistry :

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or
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					University level
1.	Attended	--	'Interface between Chemistry and Cosmology 12 th August, 2016	Dept. of Chemistry, Sitananda College and Royal Society of Chemistry, Eastern India Section, Kolkata	State Level Seminar
2.	Attended	--	'Recent advances in Life Science in the light of Chemistry' 9 th September, 2016	Dept. of Chemistry, Bethune College, Kolkata	National Seminar

(4) Dr. Lakshmi Kanta Dolai , Assistant Professor in Bengali :

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or University level
1.	--	Amar Kaifiyat : Nazruler Jabanbandi	Kazi Nazrul Charcha : Samakaler Prekshite Phire Dekha 6 th -7 th September 2016	Department of Bengali, Taki Govt. College, North 24Parganas	UGC Sponsored National Seminar
2.	--	Itihaser Prekshete Mahasweta Devir Upanyas	Sampratik Bangla Upanyas : Sristi O Binyas 16 th -17 th November 2016	Department of Bengali, Khejuri College, Purba Medinipur	UGC Sponsored National Seminar
3.	--	Rabindranather Rupak Sanketik Nataka Pratibadi Bhabna	Bengali Drama of 20 th Century : Music and its Different Aspects	Department of Bengali, Ranchi University, Ranchi	National Seminar

(5). Prof. Susmita Roy Adak, Assistant Professor in Philosophy:

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or University level
1.	--	"Devine Consciousness"	"Self, Consciousness and Body : A Comparative Reflection in Indian and Western Philosophy" 7 th -8 th September, 2016	Bajkul Milani Mahavidyalaya	UGC Sponsored National Seminar
2.	--	"Karmabader Pariniti Janmantarbad"	"Bharatiya Darsanesu Karmavada – Janmntaravada – Samiksa" 19 th -20 th September, 2016	Bajkul Milani Mahavidyalaya	UGC Sponsored National Seminar
3.	--	"Iswarbad"	"God and the Universe : Religious and Scientific Approaches" 22 nd -23 rd November, 2016	Mugberia Gangadhar Mahavidyalaya	UGC Sponsored National Seminar
4.	--	"Samajik Boisomaya O Nari"	Women's Empowerment in India Achallenge in the 21 st Century" 1 st March, 2017	Mugberia Gangadhar Mahavidyalaya	UGC Sponsored National Seminar
5.	--	"Jangal Mahale Samajik Abasthar Kramonnati"	"South-West Bengal Through the Ages" 15 th March, 2017	Bankura University	International Seminar

(6). Prof. Biswarup Mandal, Assistant Professor in Chemistry:

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or University level
1.	--	'The Nano TechnologyWorld (Macro)Nano'	"Chemistry Today – Nanoworld to Macroworld" 22 nd -23 rd December, 2016	Dept. of Chemistry, Sonamukhi College, Bankura	UGC Sponsored National Seminar

(7). Prof. Himanshu Hazra, Assistant Professor in Physics :

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or University level
1.	Attended	--	"Luminescence and its application"	Dept. of Physics, Bajkul Milani Mahavidyalaya	National Level Poster

(8). Prof. Bhaswati Mukhopadhyay, Assistant Professor in History :

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or University level
1.	Attended	--	January 2017	The Asiatic Society, Kolkata	International Seminar

(9). Prof. Nilanjana Nayak, Assistant Professor in Political Science :

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or University level
1.	--	"Ekabinsha Satabdite Bharate Nari kshamatayan/Unnyan O Tar Challenge"	"Women's Empowerment in India : A Challenge in the 21 st Century" 1 st March, 2017	Mugberia Gangadhar Mahavidyalaya	UGC Sponsored National Seminar
2.	--	" Bharater Boisamyamulak Samaj Babosthaya Nari O Purusher Abosthan O Tar Tattik Mulayan"	18 th Annual Conference 4 th -5 th March, 2017	W.B. Political Science Association and Dept. of Political Science, R.B.U. Kolkata	National Conference

(10). Prof. Saroj Mandal, Assistant Professor in Mathematics:

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or University level
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	Workshops				University level
1.	Attended workshop	--	National Level Teacher's Enrichment Workshop in Mathematics (NLTEWM 2017) 15 th – 29 th June, 2017	Calcutta Mathematical Society	National Workshop
2.	Attended Symposium	--	"Interface Between Chemistry and Cosmology" 12 th August, 2016	Dept. of Chemistry, Sitananda College, Nandigram	State Level Symposium

(11). Dr. Bijitendriya Debsharma, Assistant Professor in Anthropology :

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or University level
1.	--	"Evaluation of Nutritional status of the Elderly female in a Municipal town of West Bengal"	"Shaping New India : Role of Anthropology and Anthropologists" 21 st -23 rd February, 2017	Department of Anthropology, V.U.	UGC, ICSSR, ICHR, ICMR, DIPAS(DRDO) Sponsored National Congress : 2017

(12). Prof. Naba Kumar Das, Assistant Professor in Sanskrit :

Sl. No.	Attended Seminars/ Workshops	Title of the paper presented	Title of Conference/ Seminar and Date	Organized by	Whether International/ National/ State/ Regional/ College or University level
1.	Attended Workshop	--	"Basic Level workshop on Manuscriptology and paleography" 1 st – 22 nd December, 2016	National Mission for Manuscript	National workshop

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

- ❖ The innovative practices introduced earlier have been further strengthened and the IQAC has been able to ensure that more and more teachers make use of ICT methods and other interactive and research-oriented teaching methods. Project work now finds a place in the syllabus of many Departments.
- ❖ Film Shows are held by the Departments of Bengali and English on a regular basis to make the texts come alive in the classroom.
- ❖ The Department of History shows documentaries on historical events/personalities to further enrich the learning experience of the students.
- ❖ Students have increased access to e-books as some of the Departments have taken the initiative towards creating dedicated e-Libraries.

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

197

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

-

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

-

2.10 Average percentage of attendance of students:-

75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	DIVISITON				
		Distinction %	I%	II%	III%	Pass%
UG-Bengali	76	-	3.95	93.42		97.37
UG-English	30	-	-	93.33	6.67	100%
UG-Sanskrit	22	-	-	90.91%	4.55%	95.45
UG-Philosophy	-	-	-	-	-	-
UG-History	18	-	-	77.77	22.22	100%
UG-Political Science	-	-	-	-	-	-
UG-Education	33	-	18.18	81.82	-	100%
UG-Geography	23	-	-	73.91	13.04	86.95%
UG-Mathematics	09	-	-	88.89%	11.11%	100%
UG-Physics	01	-	-	100	-	100%
UG-Chemistry	-	-	-	-	-	-
UG-Anthropology	02	-	50	50	-	100%
UG-Botany	-	-	-	-	-	-
UG-Zoology	22	-	9.09	59.09	22.72	90.91%
UG-Nutrition	-	-	-	-	-	-
PG-Bengali	-	-	-	-	-	-
PG-Sanskrit	-	-	-	-	-	-

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

- ✓ Taking self-appraisal report of Teachers
- ✓ Ideas related to quality enhancement and assurance in teaching, learning and evaluation are discussed on a regular basis at the IQAC and concrete proposals are forwarded to the concerned Departments for their implementation.
- ✓ The implementation of these proposals is constantly monitored by the IQAC through feedbacks from the Departments.
- ✓ Enhancing learning infrastructure and modernising laboratories of the institution

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	01
Orientation programmes	01
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	09
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	11	03	-	05
TECHNICAL STAFF	05	01	-	02

Details

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
General	11	02	00	05
SC	04	02	00	01
ST	01	00	00	00
OBC	-	-	-	01

Details:

Category	Number of Permanent Employees	Number of Vacant Position	Number of permanent position filled during the year	Number of position filled temporarily
ADMINISTRATIVE STAFF				
Head Clerk	1	-	-	-
Accountants	1			
Cashier	1			
Clerk	-	1	-	1
Typist	-	-	-	-
Peon	2	1	-	1
Lady Attendant	-	1	-	-
Guard	2	-	-	1
Sweeper	1	-	-	1
LIBRARY				
Librarian	1	-	-	1
Library Clerk	1	-	-	-
Library Peon	1	-	-	-

Category	Number of Permanent Employees	Number of Vacant Position	Number of permanent position filled during the year	Number of position filled temporarily
TECHNICAL STAFF LAB ATTENDANT				
Anthropology	2	-	-	-
Physics	1	-	-	-
Chemistry	1	1	-	-
Mathematics	-	-	-	-
Zoology	1	-	-	1
Botany	-	-	-	1
Geography	-	-	-	-
Nutrition	-	-	-	-

CRITERION – III**3. Research, Consultancy and Extension**

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

- ✓ IQAC co-ordinates with other subcommittees to provoke for research activities.
- ✓ It also motivates the Teaching staff for research publications, articles, reviews and books.
- ✓ It meets regularly to chalk out plans to promote research environment and the teachers are encouraged to continue their Ph.D works.
- ✓ Faculty are granted leaves for attending seminars, conferences, and workshops and for course work examination for Ph.D.

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:

TOTAL NO OF PUBLICATIONS

TOTAL PUBLICATIONS 2016-17	TOTAL PUBLICATIONS: 2017-18	TOTAL PUBLICATIONS 2018-19
20	02	03

Publications list: 2017-18

Mr. Sujoy Mandal (PTT), Dept. of Zoology

List of Publications:

1. Relative toxicity of two selected fungicides on acid phosphates and Alkaline phosphates activity of epigeic earthworm *Eisenia fetida* (*Origochaeta*).

Sujoy Mandal, Partha Pratim chakrovorty, Jayanta kumar kundu: Vol: 4:2, “ *World wide journal of Multidiciplinary Research and Development*. February:2018.

Dr. Biswarup Mandal , Dept. of Chemistry

1. Ground state sodium cation affinities (SCA) and associate parameter of a series of α,β -unsaturated carbonyl compounds of type-2-alkene chemical class (ACL, HNE, MVK, ACR, MA and EMA): A Comparative DFT based computational study in both gas and solvent phase.

Biswarup Mandal¹, Prof. Bhudeb Ranjan De², Dr. Umasankar Senapati^{3*}, *Indian Journal of Advances in Chemical Science. Vol. 5(3), (2017) 203-215. July-2017.*

2. The ground state Cu²⁺ion affinities of Glycine, Alanine and Cysteine in gas and aqueous phase: A DFT based computational study.

U. Senapati¹, B. Mandal^{2*}, K.P. Bankura³. *Rasyan Journal Of Chemistry, 2017, 10 (3), 981-98, July-September: 2017.*

3. The comparative basicities, Li⁺ and Na⁺ cation affinities with a series of heterocyclic molecules: A DFT Study. *Rasyan Journal Of Chemistry, Vol. 11 | No. 2 |743 - 755 | April - June | 2018*

Biswarup Mandal¹, Umasankar Senapati^{2,*}and Kalipada Bankura³

Dr. Bhaswati Mukhopadhyay

1. Brahmanical Divinities in Siam: from Early to Modern Era; Lipi Ghosh edited India Thailand Cultural Interactions: Glimpses from Past to Present; Springer Nature; Singapore; 2017
Dvaravati Vishnu: A Cultural Paradigm of India- Siam Connections; Kalakalpa, Journal of Indira Gandhi Centre for Arts; New Delhi; 2017.

Publications List: Session 2016-17

Prof. Biswajit Maity, Dept. Of Bengali:

- 1) BaaroHaat Kankurer Desh -DebasishmahaRana –Mahishadal Boi MelaSaranika–2016
- 2) Prolection Hormon Utpal Bosak – SankalitaSuchetana.
Editor:-Nironjon Mishra. 2016.
- 3) Nabboi O ParabortiKobitay Slang – Anirban Manna. Magazine:-SudhuBighe Dui. ISSN—2350-O573.
Editor:-SangitaBandopaddhay, 2016.

Dr. L. K. Dolai, Dept. of Bengali:

1. Shibnath Sastri: Eak Purushokar Baktittya'SROT, October,2016, ISSN 2349 – 5278

- 'Prosanga Sukumar Roy', "Abacus, A Peer Reviewed and Referred Multilingual Journal of Multidisciplinary Studies by Deptt. Of Computer Science & Application, Gour Mahavidyalaya, Malda, W.B. November, 2016, ISSN2454-3233
2. Bangla Sishusahitye Samoyek Patrer Abadan', "Srot, Bengali Lit. Journal", December, 2016, ISSN 2349-5278
 3. 'Sunitikumar Chattopadhyay : Bangla Bhasha Prasange,' "Tristoop, Bhabnar Porisilito Rup", July-December, 2016, ISSN2320-4427
 4. 'Bangla Sishu Sahitye Rupkatha Prasanga', "Sathi, Bengali Literary Journal", April, 2017, ISSN 2394-1359

Dr. Biswarup Mandal, Dept. Of Chemistry

1. The Ground state Comparative Study of Proton affinities and Associated Parameteres of Conjugated α,β -Unsaturated Carbonyl Compounds in Gas and Aqueous phases by Density functional Theory Method.
B. Mandal, U. Senapati, B. R. De. *Indian Journal of Advances in Chemical Science*. Vol. 4(4), (2016), 401-408. ISSN no: 2320-0898(print), 2320-0928(electronic), September: 2016.
2. Proton Affinities of a Series of α, β Unsaturated Carbonyl Compounds of Type-2-alkene (Acrolein, 4-hydroxy-2-nonenal, Methyl Vinyl Ketone, Acrylamide, Methyl Acrylate, and Ethylmethacrylate), in the Gas and Aqueous Phase in their Low-lying Excited Triplet State: A Density Functional Theory/Polarizable Continuum Model and Self-Consistent Reaction Field Approach
B. Mandal, U. Senapati, B. R. De. *Indian Journal of Advances in Chemical Science*. Vol. 5(1), (2017), 65-75. January- 2017.
3. Ground state lithium cation affinities (LCA) and associate parameter of a series of α,β -unsaturated carbonyl compounds of type-2-alkene chemical class (ACL, HNE, MVK, ACR, MA and EMA): A Comparative DFT based computational study in both gas and aqueous phase.
B. Mandal, U. Senapati, B. R. De. *Journal of Chemistry and Material research*, 2017, 6(1), 23-31. February: 2017.

Dr. Bhaswati Mukhopadhyay, Dept. Of History

1. Javaniyo Nrityosailir Samiksha (An Analysis of Javanese Dance forms); Itihas Anusandhan 30; Kolkata; 2016

2. Si Thep: an Ancient Brahmanical Site of Dvaravati; Proceedings of Indian Association of Asian and Pacific Studies; Kolkata; 2016
3. Interaction between India and Southeast Asia in early Centuries of the Common Era: Perspectives of Historians and Historical Theories since Twentieth Century; Bengal Past and Present; Kolkata; 2017

Prof. Sk. Jahangir Hossain , Dept. Of History

1. Furfurur Isala Swab O pir Abu Bakar ,ISSN No.- Suchetona, Kolkata – 2017.
2. Gorla Suchintan Society for culture: “B1 annual Research Journal of Social Science” Vol: 11, No: II, Aug: 2016, ISSN No: 1523-2349-526-X, Kolkata.
3. “Furfura Pir Abu bakkar O Banglai Khilafat Osohojog andolon” “ Itihas sahitya probandha mella –I, ISBN: 978-81-924769, page: 9-5.

Prof. S. Roy Adak (Dept. Of Philosophy)

1. Je-R-Firbena, Tare Jete Dao – Shrote – ISSN2349-5278, Oct. 2016.
2. Prandanda – O – Bartaman Samaj – Sreejan – ISSN-2278 8689 – Sept. 2017.
3. Early Marriage: A bar of social progress, Feb. 18, Zenith International Journal of Multi-disciplinary Research, ISSN-2231-5781.
4. Women and Children Trafficking: An Immoral Act., January 18, Internal Journal of Research and Cultural Society, ISSN-2456-6683

Publications/ Review of Articles: 2018-19

Dr. S. Mahali , Principal (Sitananda college):

1. Publications: “ Pesaact (Self Governance), 1996 in India and Gramsabha and Tribal rights” Journal of social science and Humanities Research (ISSN: 2456-2971), Nov: 2018. Dr. S. Mahali

Mr. Sujoy Mandal , Dept. Of Zoology

2. “Short term effect of two Fungicides on cellulose Enzyme Asctivity of Einsenian fetida under Laboratory Condition” vol-3: 11, November; 2018.

Sujoy Mandal, P.P chakroborty, J.K. Kundu.

International Journal of Advanced scientific Research and development.

Prof. Sk. Jahangir Hossain , Dept. Of History

3. “Bangalar sufi Abubakkarer Karmasadhana” Paschimbanga Ancholik Itihas O Loksanskriti Charcha Kendra. Vol: 4, July 2018, ISBN:

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 (other than compulsory by the University)	-	-	-	-
Any other(Research Grant)	-	-	-	-
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 (DST)

3.10 Revenue generated through consultancy:- NIL

3.11 No. of conferences organized by the Institution:- 01

Session: 2016-17

Department Of Chemistry, Sitananda college.

Date: 12th August 2016: Title: One day state level Symposium on “Interface between Chemistry and Cosmology” and Poster drawing competition for school students (Class- XI, XII), based on Nitrogen Cycle and its role in the food supply to the Mankind.

Speaker: Dr. D. P Duary, Director, research and Academics, Birla Planetarium, Kolkata.

Co-sponsor: Royal society of Chemistry

Level	International	National	State	University	College
Number	-	-	-	-	1
Sponsoring agencies	-	-	-	-	Self

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		:- Nil	
3.15 Total budget for research for current year in lakhs		:- Nil	
From Funding agency –UGC and State Govt.		:- Nil	
From Management of University/College		:- Nil	
Total		:-	

3.16 No. of patents received this year:

Type of Patent		Number
National	-	-
	-	-
International	-	-
	-	-
Commercialised	-	-
	-	-

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 :- Nil
 who are Ph. D. Guides
 and students registered under them:- Nil

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

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: Nil State level: Nil
 National level: Nil International level: Nil

3.22 No. of students participated in NCC events:-

University level: Nil State level: Nil
 National level: Nil International level: Nil

3.23 No. of Awards won in NSS:-

University level:	Nil	State level:	Nil
National level:	Nil	International level:	Nil

3.24 No. of Awards won in NCC:-

University level:	Nil	State level:	Nil
National level:	Nil	International level:	Nil

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

- Blood donation by Students and the volunteers
- Tree Plantation and campus maintenance
- Clean and Green programme are organised in and outside the campus by NSS
- Provision of cold drinking water for the students and the local people

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	9.85 Acres	-	-	9.85 Acres
Class rooms	21	-	-	21
Laboratories	11	1	-	12
Seminar Halls	1	-	-	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	41/13	.-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	1,34,100 91,100	UGC, State Govt. & Central Govt	-
Others	-	-	-	-

4.2 Computerization of administration and library:

<ul style="list-style-type: none"> ❖ Library automation is done and the library services are being rendered through the 'SOUL' Software designed by INFLIBNET since the year 2006. OPAC (Online Public Access Catalogue) services are available to access library services and to avail this sort of facilities computer terminals are provided in the Students' Reading as well as in the Teachers' Reading Room of the library. Internet facilities are also available to all the users in the Reading Rooms-both Students' & Teachers' of the Library ❖ The accounts Department of the college successfully implemented the Human Resource Management System (HRMS) in place of COSA.
--

4.3 Library services:

Library holdings	Year – 1 2016 - 2017		Year – 2 (2017 - 2018)	
	Number of books purchased	Total Cost	Number of books purchased	Total Cost
Text books	645	173646	606	173932
Reference Books	35	7005	108	15690
Journals / Periodicals	-	-	-	-
e-resources	-	-	-	-
Any other (Specify)	-	-	-	-

4.4 Technology up gradation (overall) :

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	31	-	Yes	-	-	5	18	8
Added	(- 6)	-	Yes	-	-	1	(- 6)	(- 1)
Total	25	-	Yes	-	-	6	12	7

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

Mr. Shantanu Bhuniya, Head Clerk of the College went for familiarization training programme for GST at Kolaghat and Haldia and Online Admission & Registration at Vidyasagar University, Midnapore.

Mr. Gour Hari Das, Accountant of the college went for familiarization training programme for GST & HRMS at Kolaghat&Haldia

4.6 Amount spent on maintenance in lakhs:

i) ICT	:-	1,71,478/-
ii) Campus Infrastructure and facilities	:-	61,00,903/-
iii) Equipments	:-	2,44,353/-
iv) Others	:-	NIL
Total	:-	65,16,734/-

CRITERION – V

5. Student Support and Progression

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

- Preparing and publishing the Academic Calendar of the College
- Publishing Holidays of the institution
- Preparing and publishing the Prospectus where the students get information of the College.
- Organising different types of programmes on social and environmental awareness.
- Awareness programmes have been organized under the Equal Opportunities Cell of the college.
- Anti-ragging awareness programmes were organized.

5.2 Efforts made by the institution for tracking the progression:-

- ✚ Regular interaction with the students
- ✚ Feedback is taken from the students, alumni and parents
- ✚ IQAC keeps department wise information of students
- ✚ Holding meetings with parents
- ✚ Regular discussion on institutional progression with stakeholders.
- ✚ Identification of students in need of Remedial classes by departments.
- ✚ After the publication of results Heads of the Departments and the Administration participate in the results consideration meeting to

5.3 (a) Total Number of students:-

UG		PG	Ph. D	M. Phil	Others
1666					
Boys	Girls	-	-	-	-
645	1021				

General	SC	ST	OBC	Physically Challenged	Photography Course (Category wise data not maintained)	Total
1365	161	-	140			1666

Demand ratio

UG:-

Dropout %

PG:-

DEMAND RATIO – 2016 – 2017				
ARTS.				
NAME OF THE COURSE	SUBJECT	APPLICATION RECEIVED	SELECTED	DEMAND RATIO
B.A. HONS	BNGH	123	122	1
B.A. HONS	ENGH	82	72	1.14
B.A. HONS	HISH	33	24	1.40
B.A. HONS	PLSH	21	11	1.90
B.A. HONS	EDCH	136	82	1.70
B.A. HONS	SANH	36	23	1.60
B.A. HONS	GEOH	74	28	2.70
SCIENCE				
NAME OF THE COURSE	SUBJECT	APPLICATION RECEIVED	SELECTED	DEMAND RATIO
B. SC HONS	PHSH	41	19	2.20
B. SC HONS	CEMH	42	15	2.8
B. SC HONS	MTMH	65	29	1.90
B. SC HONS	ZOOH	92	60	1.20
B. SC HONS	ANTH	26	21	1.20

(b) No. of students outside the state:- Nil

(c) No. of international students:- Nil

Men

No	%
0	0

Women

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

No such support mechanism for coaching for competitive examinations has been introduced yet.

5.6 Details of student counselling and career guidance:

- The Career Counseling Committee offers guidance to students collectively and individually.
- To enhance the employability of the students soft skills like language acquisition are also imparted to them.

No. of students benefitted :- NIL

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:

➤ The college has not conducted any formal gender sensitization programme this year.

5.9 Students Activities:

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

State/ University level:Nil National level:Nil International level:Nil

No. of students participated in cultural events

State/ University level:Nil National level : Nil International level:Nil

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

Sports : State/ University level:Nil National level:Nil International level:Nil

Cultural: State/ University level:Nil National level: Nil International level:Nil

5.10 Scholarships and Financial Support:

	Number of Students			Amount (Rs.)
Financial support from institution	-			-
Financial support from government	SC	OBC	KANYA SHREE	The institution does not know as it automatically goes in the accounts of the students.
	110	100	218	
Financial support from other sources	-			-
Number of students who received International/ National recognitions	-			-

5.11 Student organised / initiatives:

Fairs : State/ University level:-Nil National level:-Nil International level:- Nil

Exhibition: State/ University level:-Nil National level:-Nil International level:-Nil

Poster Presentation/Quiz: State/ University level :- National level :-Nil International level:-Nil

5.12 No. of social initiatives undertaken by the students: 01 (Blood Donation Camp)

5.13 Major grievances of students (if any) redressed: **There has been no major grievances of students.**

CRITERION – VI**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision

We envisage to achieve recognition as an excellent educational institute, making the pupils moves towards an ever-increasing sphere of knowledge. This is reflected in teaching and overall activities of the institution. It fosters enthusiasm in every youth of its call to understand him, to acquire the qualities of true leadership with democratic attitude and to develop a sense of social and civic responsibilities.

Mission

- To uplift socially and economically backward students upon a strong foundation of secular, humanitarian world view
- To contribute to the craving for knowledge and to promote rational thinking
- To move towards becoming a centre of excellence in Higher Education
- To provide quality education to our students
- To reach new peaks in teaching-learning, research and consultancy
- To create an ambience of culture and consciously promote communal harmony and cultural integration.
- To impart value education coupled with scientific knowledge
- To create good future citizens for the country of competence, commitment, conscience and compassion
- To provide opportunities for citizens in getting jobs to maintain livelihood and nation building as well.
- To eradicate social curses like illiteracy, life style disease and social hatred that stand as impediments in promoting social health.

To create and boast competitive mind among the young to cope with the challenges to come.

6.2 Does the Institution has a management Information System:

✚ The institution has no comprehensive management information system.

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

6.3.1 Curriculum Development:

- o Feedback from Students.
- o Feedback from Alumni.
- o Interaction with Parents

6.3.2 Teaching and Learning:

- Focus on ICT-based teaching and learning is encouraged.
- Upgradation of existing programmes introducing Nutrition.
- Remedial classes for backward and weak students are encouraged.
- Feedback from the students are taken and analysed.
- Modern techniques of teaching (plans and Methodologies) are practised and maintained.
- Results of BA/B Sc Examinations at different stages are collected and analysed and then steps are taken for future improvement and development.

6.3.3 Examination and Evaluation:

- ✓ Examination and evaluation system of UG courses is guided by Vidyasagar University. 90% marks is taken by the University. Only 10% of the total marks is allotted to the institution for Internal Assessment.
- ✓ Students can review their papers if they feel that they could get more marks

6.3.4 Research and Development:

- ✚ The institution creates an academic environment that ignites students' interests in seminars and workshops that are organised by different departments.
- ✚ Establishment of Library-cum-reading rooms for students and teachers for research orientation.
- ✚ The institution has considerably upgraded the laboratories and other infrastructural facilities of its science departments by the financial help of the institution.
- ✚ Laboratories of Botany and Nutrition have been upgraded

6.3.6 Human Resource Management:

- ❖ Ragging-free campus and academic environment.
- ❖ Various types of leaves are enjoyed by the teaching and non-teaching staffs.
- ❖ Confirmation, placement and promotion of both teaching and non-teaching are recommended after careful verification of their performance by IQAC of the college, Principal, University Nominee and Government Nominee.
- ❖ NSS units of the college play important roles in inculcating values among the students
- ❖ Emphasis on skill development both hard and soft

6.3.7 Faculty and Staff recruitment:

- ❖ The college authority does not have the appointing rights for sanctioned posts. Full time faculty are appointed on the recommendation of the West Bengal College Service Commission as per guideline of the UGC.
- ❖ Invitee/ Contractual/Guest teachers are appointed by the Management of the College duly constituted interview board.
- ❖ Non-teaching staff members are appointed as per the regulations framed by the state Government of West Bengal

6.3.8 Industry Interaction / Collaboration:

No collaboration and interaction with any industrial sector.

6.3.9 Admission of Students:

The institution ensures publicity and transparency in the admission by notifying the admission procedures on the official college website www.sitanandacollege.in, and also displaying on the college notice board for the public

6.4 Welfare schemes for:

Teaching	Health Scheme
Non teaching	-
Students	Kannyasree, Various Scholarships, Aid-Funds.

6.5 Total corpus fund generated:- NIL

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	Agency
Academic	NO		Yes	IQAC
Administrative	NO		Yes	IQAC

6.8 Does the University/ Autonomous College declare 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?

Vidyasagar University has given partial autonomy for conducting Examination of PG courses

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

Vidyasagar University has given partial autonomy for admission and conducting Examination of PG courses

6.11 Activities and support from the Alumni Association: yet to be registered

6.12 Activities and support from the Parent -

Parent- teacher meeting held for the progress of the students and suggestions are also received from them for academic development. Suggestions are also forwarded to the administration for further and necessary actions.

6.13 Development programmes for support staff:-

The IQAC of the college organized a Seminar on the ICT based enabled Teaching and Learning for the Teachers.

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

- **Plantation:** To keep the campus green, the NSS units of the college regularly maintain the gardens and part time staffs look after it.
- A garden of seasonal flower is also a unique feature of this college.
- There is a medicinal plant garden in the college campus
- **Energy generation: 10 kw on grid solar power Plant has been installed on the roof of the Administrative Building.**
- **NSS units hold the cleaning programme regularly.**
- **The college campus is plastic free zone, therefore, plastic use is banned within the campus.**
- **To keep the campus clean, Dust Bin is used and it is kept at different places.**

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.

On line admission process for UG has a positive impact on the students.
 The college has a library which is fully automated and it leaves a deep impact on the students. Some departments have their own Departmental Library which serves the purpose of the students.
 The institution arranged coaching classes for minority and backward students.
 The institution has five projectors with full sound system which help the teachers for better teaching

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

Before beginning of the new session, the IQAC called for a meeting to take a plan of action

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

Title: Feedback System of the Institution

Goal/Objective: To know about the requirements of the students for their all-round development and to improve the quality of the students

The context: The institution requires quality improvement and different measures for quality assurance & enhancement.

The Practice: The College has planned & implemented 'Feedback concerning environment of the institution' on such aspects as:

The college prepares students' Feedback format in Bengali & English language for giving their observation on institutional, academic, administrative and some other extra –curricular activities. The students give their suggestions about the current state of affairs and indicate necessities for future developments. Without knowing the strengths and weaknesses of the institution, one cannot formulate a better developmental policy. Through feedback system, the students offer their opinion on academic, administrative and infrastructural aspects.

Results: When we receive the filled up feedback forms, the authority convenes departmental meeting to discuss on the matters mentioned in the forms. For detailed discussion it is referred to the Academic Subcommittee and the IQAC of the institution. These bodies analyse the feedback of the students and the suggestions are recorded.

Consequently, The authority of the institution takes measures and strategies for quality assurance & enhancements. As per the suggestions of the students, some innovative works have been done. **Problems:** Whenever the students were asked to fill up the feedback forms, they were hesitant because they did not know the rationale behind it. They did not understand

the weaknesses and problems of the institution. These are the problems faced by the institution.

The Principal tries to explain the feedback system and its importance. The authority has made it compulsory for the students to fill up the feedback forms. The third year students are asked to fill up the forms compulsorily otherwise they would not be allowed to fill up the form for final examination of the Vidyasagar University. With these strategies, the authority has overcome the problem

Note: The Feedback System helps the institution to take decision and make plan for the future actions

Please see annexure I

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted? Yes No

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

Strength:

1. All science laboratories are upgraded with Modern equipments
2. College caters to students from all sections of society.
3. Completely ragging-free environment
4. Direct financial support in terms of Post-Metric Scholarships for SC/ST students, OBC and minority students under central government schemes and for female students, merit-cum-means students, LIG (lower income group) students under state government schemes
5. ICT usage for teaching besides traditional chalk, talk, text and board method
6. Medicinal Plants Garden to encourage the herbal remedies.
7. Two ponds for eco-friendly environment.
8. Provision of UGC-supported remedial coaching classes for SC, OBC (non-creamy layer) and minority students.
9. The feedback mechanism has helped us to improve the quality of teaching learning process.
10. The participation of faculty in faculty development programmes like refresher/orientation courses, seminars, conferences and workshops is an indication of the policy of the institution in empowering and supporting faculty enrichment.

Weakness:

1. Absence of career oriented courses.
2. Being a rural college a number of students are coming from very poor rural background
3. Insufficient space in laboratory in some departments
4. Lack of sufficient teaching faculty
5. No college bus
6. The college does not have any residential staff quarters.
7. No Auditorium

Opportunity:

1. Adequate space for expansion of infrastructure.
2. Introduction of yoga, meditation for improvement of mental & physical health.
3. Introduction of PG Courses
4. Regular interaction with parents and other stakeholders, alumnae
5. Social empowerment through NSS units
6. Introduction of Study centre of Netaji Subhas Open University to spread education to the people of all ages.
7. To arrange more seminars
8. UGC funded remedial and entry in service coaching for SC/ST/Minority and non-creamy layer students.

Challenges:

1. Attracting more quality students
2. Efforts to increase internal resource generation
3. Further development of infrastructure to accommodate huge students
4. Generation of fund for development
5. Initiatives to get increased financial supports from different funding agencies.
6. Poor language competences of students lead to unsatisfactory level of comprehension and communication. This is a challenge to face the job market and develop global competencies.
7. To further minimize the drop-out rate.
8. To launch a departmental e-journal
9. To train the students in excellent communication skills

8. Plans of the institution for next year:

1. Compulsory computer literacy programme for all first year students will be introduced.
2. Conduct National Seminar, conferences and Workshops regularly
3. Creation of a literary magazine from the Department
4. Introducing interactive smart classrooms.
5. Installation of more solar energy plant
6. Introduce ICT teaching technology enabled system for all classrooms.
7. Plantation and rain water harvesting in wider level.
8. Preparation to publish a quarterly wall magazine.
9. Publication of annual departmental magazine.
10. To bring Major Research Project (UGC) in the institution
11. To invite distinguished speakers as visiting faculty.
12. To launch a departmental e- journal
13. To open better Departmental Library for our students.
14. To open Honours Course in Nutrition, Botany and Philosophy
15. To Open Post Graduate Courses in English and Mathematics
16. To open spoken English course
17. To set up a language laboratory
18. Abolition of self-financing courses to get permission from the University for the permanent posts
19. To complete and upload AQAR 2017-18 next year

Name: Mr. Helaluddin
 Co Ordinator 20.12.2018
 IQAC
 Signature of the Coordinator, IQAC
 SITANANDA COLLEGE
 Nandigram, Purba Medinipur

Name: Jannu Mahal
 20/12/18
 Signature of the Principal, IQAC
 Sitananda College
 Nandigram, Purba Medinipur



ANNEXURE - I

SITANANDA COLLEGE, NANDIGRAM

P. O. NANDIGRAM, PURBA MEDNIPUR, 721631

Student Feedback Form

Name:

Department:

Course:

Part: I/II/III

Academic Year:

Mob. No:

Sr.	Questions/ প্রশ্নাবলী	VG	G	F	UN
		খুবভালো	ভালো	মোটামুটি	অসন্তোষজনক
1	Admission Procedure কলেজে ভর্তি হওয়ার প্রণালী কেমন?				
2	Academic Environment কলেজে পঠনপাঠনের পরিবেশ কেমন?				
3	Evaluation perspective কলেজের মূল্যায়ণ ব্যবস্থা কেমন?				
4	Relations with faculties কলেজের শিক্ষকদের/শিক্ষিকাদের সাথে ছাত্র/ছাত্রীদের সম্পর্ক কেমন?				
5	Relations with administration কলেজের কর্তৃপক্ষের সাথে ছাত্র/ছাত্রীদের সম্পর্ক কেমন?				
6	Library facilities কলেজ গ্রন্থাগারের ব্যবস্থাপনা কেমন?				
7	Computer facilities কলেজে ছাত্র/ছাত্রীদের জন্য কম্পিউটারের ব্যবস্থা কেমন?				
8	Hostel facilities কলেজের ছাত্র/ছাত্রীদের জন্য হোস্টেলের ব্যবস্থা কেমন?				
9	Extra-curricular activities পঠনপাঠন ছাড়া কলেজে ছাত্র/ছাত্রীদের অন্যান্য ব্যবস্থাক্রম?				
10	Sports facilities কলেজে খেলাধুলার ব্যবস্থাক্রম?				
11	Health care facilities কলেজে স্বাস্থ্যসম্বন্ধীয় ব্যবস্থাক্রম?				
12	Behaviour of principal/ Teacher-in-Charge ভারপ্রাপ্ত অধ্যক্ষের ব্যবহার কেমন?				

Suggestions (প্রস্তাব)

Relevance of curriculum for the Job (কলেজের পঠনপাঠনের চাকুরী ক্ষেত্রে প্রাসঙ্গিকতা):

Any other suggestions/comments for the betterment of the institution (অন্য কোনো প্রস্তাব):

Signature

SITANANDA COLLEGE, NANDIGRAM

P. O. NANDIGRAM, PURBA MEDNIPUR, 721631

Alumni Feedback Form

Name:

Occupation

Income p/a

Mob. No:

Sr.	Questions/ প্রশ্নাবলী	VG	G	F	UN
		খুবভালো	ভালো	মোটামুটি	অসন্তোষজনক
1	Admission Procedure কলেজে ভর্তি হওয়ার প্রণালী কেমন ?				
2	Academic Environment কলেজে পঠনপাঠনের পরিবেশ কেমন ?				
3	Evaluation perspective কলেজের মূল্যায়ণ ব্যবস্থাকেমন?				
4	Relations with faculties কলেজের শিক্ষকদের/শিক্ষিকাদের সাথে ছাত্র/ছাত্রীদের সম্পর্ক কেমন?				
5	Relations with administration কলেজের কর্তৃপক্ষের সাথে ছাত্র/ছাত্রীদের সম্পর্ক কেমন?				
6	Library facilities কলেজ গ্রন্থাগারের ব্যবস্থাপনাকেমন?				
7	Computer facilities কলেজে ছাত্র/ছাত্রীদের জন্য কম্পিউটারের ব্যবস্থাকেমন?				
8	Hostel facilities কলেজের ছাত্র/ছাত্রীদের জন্য হোস্টেলের ব্যবস্থাকেমন?				
9	Extra-curricular activities পঠনপাঠন ছাড়া কলেজে ছাত্র/ছাত্রীদের অন্যান্য ব্যবস্থাকিরকম?				
10	Sports facilities কলেজে খেলাধুলার ব্যবস্থাকি পর্যাপ্ত?				
11	Health care facilities কলেজে স্বাস্থ্যসম্বন্ধীয় ব্যবস্থাকি পর্যাপ্ত?				
12	Behaviour of principal/ Teacher-in-Charge ভারপ্রাপ্ত অধ্যক্ষের ব্যবহার কেমন?				

Suggestions (প্রস্তাব):

Relevance of curriculum for the Job (কলেজের পঠনপাঠনের চাকুরী ক্ষেত্রে প্রাসঙ্গিকতা):

Any other suggestions/comments for the betterment of the institution (অন্য কোনো প্রস্তাব):

SITANANDA COLLEGE, NANDIGRAM, PURBA MEDNIPUR, 721631**PARENTS FEEDBACK FORM**

We shall be thankful to and appreciate you, if you can spare some of your valuable time to fill up this feedback form and give us your valuable suggestions for further improvement of the Institute. Your valuable inputs will

be of great use to improve the quality of our academic programs and enhance the credibility of the Institute. Hence your feedback on Institute will help us to improve our approach in Academics.

Parents' Name _____ Name of the Ward _____

Subject: _____ Part- I/II/III

Religion: _____ Caste: GEN/SC/ST/OBC-A/OBC-B _____

Mob: _____ Email: _____

Present Address: Vill. _____ P.O. _____

P.S. _____ Dist.- _____ Pin - _____

Qualification: _____ Occupation: _____

Rural/Urban: _____ Monthly income of the family _____

Questionnaire:

1. Do you keep contact with administration of the college? Yes/No
2. Do you keep contact with the Teachers? Yes/No
3. Do you ask your son/daughter about the educational condition of the college? Yes/No
4. Are the infrastructures of the institution sufficient? Yes/No
5. Is the college administration is good? Yes/No
6. Is the College Central Library sufficient for the students? Yes/No
7. Are you satisfied with the condition of the academic and administrative activities?
Yes/No
8. Can you suggest anything for the betterment of the institution?

Signature

নিম্নোক্ত সমীক্ষাটি করা হচ্ছে সীতানন্দ কলেজের সার্বিক উন্নতির জন্য। আপনারা যদি আপনাদের মূল্যবান সময়ের কিছু এই সমীক্ষাপত্রটি পূরণ করার জন্য অতিবাহিত করেন তাহলে আমরা বাধিত থাকব। কলেজ সম্বন্ধে আপনাদের মতামত অত্যন্ত মূল্যবান। আপনাদের মূল্যবান মতামত কলেজের আরো উন্নতি ঘটাতে সাহায্য করবে।

ANNEXURE – II

Academic Calendar for U.G. College [BA/B. Sc : Honours / Major/General]

Academic Session 2016 – 2017

Month	No. Of Week Academic	Dates in the Week	Holidays	NO. of no class days	No. Of days available	Remarks
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	Session				for class/Exam.	
(1)	(2)	(3)	(4)	(5)	(6)	(7)
July - 2016	1 st	July (1-2)	Nil	Nil	2 days	
	2 nd	July (3-9)	03.07.16 (Sunday) 06.07.16 (Rathajatra) Id-UI-Fitre)	2 days	5 days	
	3 rd	July (10-16)	10.07.16 (Sunday)	1 Day	6 Days	12.07.16 – Commencement of 1 st year B.A./B.Sc. Class
	4 th	July (17-23)	17.07.16 (Sunday) 21.07.16 College Foundation	2 day	5 days	22.07.16 – Starting day of admission of 3 rd year B.A./B.Sc. Students
	5 th	July – (24-30)	24.07.16 (Sunday)	1 day	6 days	28.07.16 – Commencement of 3 rd year B.A./B.Sc. Classes
July – August 2016	6 th	July 31 – Aug. 06	31.07.16 (Sunday)	1 day	6 days	
August – 2016	7 th	August (7-13)	07.08.2016 (Sunday)	1 day	6 days	08.08.16 – Starting day of admission of 2 nd year B.A./B.Sc. Students. 12.08.16 – Last date of change of subjects for 1 st year B.A./B.Sc. Students.. 12.08.2016 Commencement of 2 nd year B. A. / B.Sc. classes.
	8 th	August (14- 20)	14.08.16 (Sunday) 15.08.16 (Independence day)	2 days	5 days	18.08.2016 – Last date of submission of Academic auditing report to V.U.
	9 th	August (21- 27)	21.08.16 (Sunday) 25.08.16 (Janmastami)	2 days	5 days	24.08.2016 – Last date of admission for 3 rd year B.A./B.Sc. Students.
August – September – 2016	10 th	August 28 – Sept. 3	28.08.16 (Sunday)	1 day	6 days	31.08.16 – List date of admission for 2 nd year B.A./B.Sc. students. 02.09.2016 – Last date of filling up of Registration forms for 1 st year B.A./B.Sc. by the students in the college.
September – 16	11 th	Sept. (4-10)	04.09.16 (Sunday)	1 day	6 days	1 st week of September inter College Cultural Meet. 07.09.16 – Last date of submission of Registration forms by the college to the University for verification.
	12 th	September (11-17)	11.09.16 (Sunday) 12.09.16 (Id-lz-Zuha) 16.09.2016 (Biswakarma Puja)	3 days	4 days	16.09.16 – Last date of submission of Teacher Bio-Data to Vidyasagar University.
	13 th	September –	18.09.16	1 day	6 day	

		(18-24)	(Sunday)			
Sept. – Oct. 16	14 th	September 25-Oct. 01	25.09.16 (Sunday) 26.09.2016 (Birthday of Vidyasagar) 29.09.16 (University Foundation day) 30.09.16 (Mahalaya)	4 days	3 days	27.09.16 – Last date of Submission of registration form to Vidyasagar University by the college for 1 st year B.A./B. Sc students. Without fine.
October – 16	15 th	Oct. (2-8)	02.10.16 (Sunday) (Gandhijis' Birth day) (07.10.16 – 08.10.16) Puja Holiday	3 days	4 days	Puja Holidays
October - 16	16 th	October (09-15)	09.10.16 (Sunday) 10.10.16 – 15.10.16 (Puja Holiday) 12.10.16 (Muharram)	7 days	Nil	Puja Holidays
	17 th	October (16-22)	16.10.16 (Sunday) 17.10.16 – 22.10.16) Puja Holiday	7 days	Nil	21.10.16 – Last date of submission of registration form to Vidyasagar University by the college for 1 st Year B.A/B. Sc. Student with fine. Puja Holidays.
	18 th	October – (23-29)	23.10.16 (Sunday) 24.10.16 – 29.10.16 (Puja Holiday) 29.10.16 (Kali Puja)	7 days	Nil	Puja Holidays
	19 th (Part)	October (30-31)	30.10.16 (Sunday) 31.10.16 Puja Holiday) 30.10.16 – 31.10.16 (Kali Puja / Bhatridwita)	2 days	Nil	Puja Holidays
				48 days	75 days	

Term 01.11.16 to 01.01.2017

Month	No. Of Week Academic Session	Dates in the Week	Holidays	NO. Of no class days	No. Of days available for class/Exam.	Remarks
November – 16	19 th	November (01.05)	Nil	Nil	5 days	

	20 th	November (06-12)	06.11.16 (Sunday)	1 day	6 days	
	21 st	November (13-19)	13.11.16 (Sunday) 14.11.16 (Guru Nanak's Birthday)	2 days	5 days	
	22 nd	November (20-26)	20.11.16 (Sunday)	1 day	6 days	Internal Assessment Test for Part –I Hons to be held. 21.11.16 – Last date of submission of registration form to Vidyasagar University by the college for 1 st Year B.S/B.Sc. students with super delay fine.
November – December 16	23 th	Nov. - 27 – Dec. - 3	27.11.16 (Sunday)	1 day	6 days	
December - 16	24 th	December (4-10)	01.12.16 (Sunday)	1 day	6 days	
	25 th	Dec (11-17)	11.12.16 (Sunday) 13.12.16 (Fateha – Duaz – Daham)	2 ays	5 days	Internal Assessment test for Part – II Hons. to be held.
	26 th	Dec. (18-24)	18.12.16 (Sunday)	1 day	6 days	Internal Assessment test for Part – III Hons. to be held.
	27 th	Dec (25-31)	25.12.16 (Sunday) 26.12.16 – 31.12.16 (Winter Recess)	7 days	Nil	
January 2017 (Part)	28 th	January – 01	01.01.17 (New Year's Day)	1 day	Nil	
				17 Days	45 Days	

3rd Term 02.01.17 to 30.06.2017

Month	No. Of Week Academic Session	Dates in the Week	Holidays	NO. Of no class days	No. Of days available for class/Exam.	Remarks
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January – 17	28 th	January (2-7)	Nil	Nil	6 Days	
	29 th	January (8-14)	08.01.17 (Sunday) 12.01.17 (Swami Vivekananda's Birthday) 14.01.2017 (Poush Sankranti)		3 days	4 days
	30 st	January (15-21)	15.01.17 (Sunday)	1 day	6 days	Internal Assessment Test for Part – III Hons to be held.
	31 st	January (22-28)	22.01.17 (Sunday) 23.01.17 (Netaji Birth day) 26.01.17 (Republic day)	3 days	4 days	
January – February – 17	32 nd	January 29 – Feb- 04	29.01.17 (Sunday) 01.02.17 – 02.02.17 Saraswati Puja (Shree Panchami)	3 days	4 days	Internal Assessment Test for Part – III General to be held.
February - 17	33 rd	February (5-11)	05.02.2017 (Sunday)	1 day	6 days	
	34 th	February – 12-18)	12.02.17 (Sunday)	1 day	6 days	
	35 th	February (16-25)	19.02.17 (Sunday)	1 day	6 days	Internal Assessment Test for Part – II Hons to be held.
February – March - 17	36 th	February 26 – March – 04	26.02.17 (Sunday)	1 days	6 Days	Internal Assessment Test for Part – I General to be held.
March – 2017	37 th	March (05-11)	05.03.17 (Sunday)	1 day	6 days	06.03.17 Closing of 3 rd Year B.A./B.Sc classes.
	38 th	March (12-18)	12.03.17 (Sunday) 12.03.17 – 13.03.17 (Doljatra) 17.03.17 (PanchamDol)	2 day	5 days	Internal Assessment Test for Part – I General to be held.
	39 th	March (19-25)	19.03.17 (Sunday) 25.03.17 (Good Friday)	2 day	5 days	24.03.17 Closing of 1 st & 2 nd year B.A./B.Sc. Classes.
March – April – 17	40 st	March 26 – April 01	26.03.17 (Sunday)	1 day	6 ays	
April - 2017	41 st	April (02-08)	02.04.17 (Sunday)	1 day	6 days	
	42 nd	April (09-15)	09.04.17 (Sunday) 14.04.17 (Chaitra Sankranti) (Good Friday) Dr. B.R. Ambedkar's Birthday) 15.04.17 (Bangla NabaBarsha)	3 days	4 days	
	43 rd	April (16-22)	16.04.17 (Sunday)	1 day	6 days	
	44 th	April (23-29)	23.04.17 (Sunday)	1 day	6 days	
April – May 2017	45 th	April 30 – May 06	30.04.17 (Sunday) 01.05.17 (May Day)	2 days	5 days	
May - 2017	46 th	May (07-13)	07.05.17 (Sunday) 09.05.17 (Rabundranath's Birth Day)	2 days	5 days	
	47 th	May (14-20)	14.05.17 (Sunday) 16.05.17 – 20.05.17 (Summer recess)	6 day	1 day	Exam., administrative work, academic task, etc.
	48 th	May (21-27)	21.05.17 (Sunday) 22.05.17 – 27.05.17 (Summer recess)	7 days	-	Exam., administrative work, academic task, etc.
May – June – 2017	49 th	May 28 June 03	28.05.17 (Sunday) 29.05.17 – 03.06.17	7 days	-	Exam., administrative work,

			(Summer recess)			academic task, etc.
June - 2017	50 st	June (04-10)	04.06.17 (Sunday) 05.06.17 – 10.06.17 (Summer recess)	7 days	-	Exam., administrative work, academic task, etc.
	51 st	June (11-17)	11.06.17 (Sunday) 12.06.17 – 17.06.17 (Summer recess)	7 days	-	Exam., administrative work, academic task, etc.
	52 nd	June (18-24)	18.06.17 (Sunday) 19.06.17 – 24.06.17 (Summer recess)	7 days		Exam., administrative work, academic task, etc.
	53 ^{ed}	June – 26-30)	25.06.17 (Sunday) 26.06.17 – 30.06.17 (Summer recess)	7 days	-	Exam., administrative work, academic task, etc.
				78 days	103 days	