



**Jhargram Raj College  
Government of West Bengal**

**Annual Quality Assurance  
Report (AQAR)  
for  
2017-18**

Prepared and Submitted by  
**Internal Quality Assurance Cell**  
Jhargram Raj College  
Jhargram  
West Bengal - 721507

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## Part – A

AQAR for the year (*for example 2013-14*)

2017-18

### 1. Details of the Institution

1.1 Name of the Institution

JHARGRAM RAJ COLLEGE

1.2 Address Line 1

JHARGRAM

Address Line 2

RAGHUNATHPUR

City/Town

JHARGRAM

State

WEST BENGAL

Pin Code

721507

Institution e-mail address

principal@jrc.ac.in

Contact Nos.

+ 91 3221 255022/258700

Name of the Head of the Institution:

DR. DEBNARAYAN ROY

Tel. No. with STD Code:

+ 91 3221 255022/258700

Mobile:

09434508109

Name of the IQAC Co-ordinator:

PARTHAPRATIM MUKHERJEE

Mobile:

09830324256

IQAC e-mail address:

lqacjrc18@gmail.com

1.3 NAAC Track ID

NA

OR

1.4 NAAC Executive Committee No. & Date:

March 31, 2007/255

1.5 Website address:

<https://jrc.ac.in>

Web link to the AQAR

[https://jrc.ac.in/working\\_folder/AQAR2017-18.pdf](https://jrc.ac.in/working_folder/AQAR2017-18.pdf)

+

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	NA	2007	2007 - 2012

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

22.06.2013

1.8 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 \_\_\_\_\_ 2011-2012 \_\_\_\_\_ (11/02/2016)
- ii. AQAR \_\_\_\_\_ 2012-2013 \_\_\_\_\_ (11/02/2016)
- iii. AQAR \_\_\_\_\_ 2013-2014 \_\_\_\_\_ (11/02/2016)
- iv. AQAR \_\_\_\_\_ 2014-2015 \_\_\_\_\_ (12/06/2018)
- v. AQAR \_\_\_\_\_ 2015-2016 \_\_\_\_\_ (12/06/2018)
- vi. AQAR \_\_\_\_\_ 2016-2017 \_\_\_\_\_ (12/06/2018)

### 1.9 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

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management   
Others (Specify)

### 1.11 Name of the Affiliating University

VIDYASAGAR UNIVERSITY

1.12 Special status conferred by Central/ State Government--

UGC/CSIR/DST/DBT/ICMR etc

NONE

Autonomy by State/Central Govt. / University

NONE

University with Potential for Excellence

NONE

UGC-CPE

NONE

DST Star Scheme

NONE

UGC-CE

NONE

UGC-Special Assistance Programme

NONE

DST-FIST

NONE

UGC-Innovative PG programmes

NONE

Any other (*Specify*)

NONE

UGC-COP Programmes

NONE

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

2.1 No. of Teachers

9

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

2

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and  
community representatives

2

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

18

2.10 No. of IQAC meetings held

01

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Student  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

1. Two-Day International Seminar on 'Women in Texts'; 2. Seminar on 'Our Sweetest Songs are Those That Tell of Saddest Thought'; 3. "Recent Advancements and Achievements in Chemical Sciences"; 4. Workshop on Nuclear Sciences and Applications; 5. Lecture Seminar on 'Life and Work of Prof. Prasanta Chandra Mahalanobis'; 6. Students' Seminar on "Issues in Commerce, Business & Management"; 7. Seminar on 'Usefulness of Exercise Therapy in day-to-day life'; 8. Seminar on Environmental Awareness; 9. Seminar on 'Literature and Society' (in association with the Alumni Association of English Department); 10. Seminar on World Environment Day; 11. Seminar on "Problems of Democratic Practises in liberal states".

2.14 Significant Activities and contributions made by IQAC

Jhargram Raj College has become a Local Chapter of National Programme on Technology Enhanced Learning (NPTEL).  
 Processing Teachers' Career Advancement Scheme. 8 teachers benefited.  
 Helped the office to clear a number of teachers' arrear claims.  
 Helped the office and teachers with registration with the West Bengal Health Scheme and solving problems related to it.  
 Encouraging the departments to come together and form an alumni association of the college as a whole.  
 Encouraged and helped organization of

1. seminars and workshops;
2. Anti-ragging campaign;
3. Observation of week-long 'Aranya Saptaha';
4. Seminar on Environmental Awareness;
5. Tree plantation programme;
6. Observation of 'Swachhata Pakhwada';
7. Participation by students and teachers in Jangalmahal Utsav as a part of community work initiative.
8. Thalassaemia Awareness programme and thalassaemia detection Camp;
9. Observation of World AIDS Day.
10. Observation of National Voters' Day;
11. World Environment Day;
12. Gender Sensitisation programmes;
13. Other extension activities.

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
A better arrangement of technology enhanced teaching and learning.	Jhargram Raj College has become a local chapter of NPTEL which may benefit not only the students and teachers of Jhargram Raj College but also the students and teachers of schools and colleges of nearby areas.
Formation of Alumni Association.	Alumni Association of Physics Department has been registered this year. Bengali and English Departments have also formed alumni associations and these three associations are communicating with other departments and trying to form an alumni association of the college as a whole.
Arrange more seminars, workshops, symposia etc.	A number of college-level seminars have been organised. A state level seminar has been organised in association with the alumni of English Department. Most importantly, an international seminar has been organised which was marked by warm welcome and huge participation by faculties of various institutions.
Processing Career Advancement Scheme files.	8 teachers have this year benefited from IQAC's activity regarding CAS.
Preparation of arrear bills and help the office clearing arrear claims due to teachers.	29 teachers benefitted.
Help the office and teachers with registering with the West Bengal Health Scheme.	20 teachers benefitted.
Guidance with preparation of Income Tax statement and filing of the same.	A number of teachers benefitted.
Contribution to environment protection.	Tree plantation programme, World Environment Day, 'Aranya Saptaha', 'Swachhata Pakhwada'. Observation of World Environment Day
Community work and social responsibility.	NSS units of the college has undertaken a number of activities. Participation in Jangalmahal Utsav as volunteers. Awareness Programme on Dengue. Anti-Tobacco Awareness campaign. Blood Donation Camp. Thalassaemia Awareness Camp. Also, teachers and students of the college have taken a keen interest on local folk culture and prepared reports on it.
Gender Sensitisation	1. International Seminar on 'Women in Texts'; 2. Interactive session for sensitising students and teachers about basic concepts of gender; 3. Formation of Gender Sensitisation Cell.

\* *Academic Calendar of the year in Annexure II and III. (32 – 37)*



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 in the Teachers' Council 07.06.2018. The council after necessary deliberation, resolved that the AQAR was in order and could be readied for submission.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	3	0	0	0
UG	17	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
<b>Total</b>	20	0	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

Flexibilities are offered within the rules and regulations of the University and existing college infrastructure.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	9
Trimester	
Annual	11

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

\*Analysis of the feedback in Annexure V and IV (page 39, 38)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabi of subjects taught in Under-Graduate and Post-Graduate courses were revised and updated by Vidyasagar University to which Jhargram Raj College is affiliated. The college followed the syllabi as devised by the University.

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

Jhargram Raj College has become a Local Chapter of NPTEL

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
55	38	17	0	

2.2 No. of permanent faculty with Ph.D.

29

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
0	40	1	0	0	04	0	0	01	44

2.4 No. of Guest and Visiting faculty and Temporary faculty

05      01      24

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	29	26	12
Presented papers	26	13	11
Resource Persons	00	02	02

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

Enrolment of students and teachers in courses offered by NPTEL.

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

198

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

NONE

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

08	NIL	NIL
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2.10 Average percentage of attendance of students

74
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG (HONS)	286	0	14.34	64.34	9.79	88.47
UG (GEN)	144	0.88	0	34.21	52.63	87.72
PG	57	Result Awaited				

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

IQAC suggests new methods of teaching and learning. Encourages teachers to participate in faculty development programmes etc. IQAC meets regularly with Heads of the Departments, Students' Bodies and Teachers' sub-committees entrusted to look after students' affairs.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	00
HRD programmes	01
Orientation programmes	15
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	11
Summer / Winter schools, Workshops, etc.	02
Others	00

## 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	25	18	00	06
Technical Staff	23	22	04	00

## Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC encourages and facilitates teachers to undertake various research projects. Teachers do regularly participate in seminars, conferences, workshops etc. They publish their works regularly in peer-reviewed international and national journals. IQAC encourages departments to send students on field surveys and project works so that they get acquainted with their surroundings as well as a training about research works.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	1	1	NIL
Outlay in Rs. Lakhs	NIL	55	9.9822	NIL

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NONE	NONE	NONE	NONE
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	21	03	00
Non-Peer Review Journals	01	01	01
e-Journals	00	00	00
Conference proceedings	05	04	00

#### 3.5 Details on Impact factor of publications:

Range 0.773 – 2.965 Average 2.3367 h-index 02 - 10 Nos. in SCOPUS 03

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	5,3	DBT, State DST	Rs 6498220	Rs 5500000
Minor Projects	NIL	NA	NIL	NIL
Interdisciplinary Projects	NIL	NA	NIL	NIL
Industry sponsored	NIL	NA	NIL	NIL
Projects sponsored by the University/ College	NIL	NA	NIL	NIL
Students research projects <i>(other than compulsory by the University)</i>	NIL	NA	NIL	NIL
Any other(Specify)	NIL	NA	NIL	NIL
Total			Rs 6498220	Rs 5500000

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 : NA

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	01	NIL	01		09
Sponsoring agencies	State Govt.		Alumni Association of English Department		Indian Academy of Sciences; Indian Association for Nuclear Chemist and Allied Scientists, BRNS; College; University.

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 : NA

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

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
NIL	NIL	01	01	02	NIL	NIL

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	NIL	State level	NIL
National level	NIL	International level	NIL

3.22 No. of students participated in NCC events:

University level	NA	State level	NA
National level	NA	International level	NA

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: NA

University level	NA	State level	NA
National level	NA	International level	NA

3.25 No. of Extension activities organized

University forum	NA	College forum	01		
NCC	NA	NSS	04	Any other	NONE

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

- Programme in NSS Adopted village Sevayatan: Thalassaemia Awareness and Detection.
- NSS Adopted Villages Antapati, Fulberia, Tiyakati: Awareness Programme on Vector-Borne Diseases.
- Thalassaemia Detection Camp.
- Anti-Tobacco Awareness programme.
- Campaign about Vector-borne disease.
- Seminar on “STD in health and hygiene”.
- Anti-ragging campaign.
- Observation of World AIDS Day.
- Thalassaemia Awareness Camp.
- Observation of National Voters’ Day.
- Field surveys on local folk culture.



## 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	313 acre	0	Land Donated by Malladeb King of Jhargram and since 1949 under Deptt. Of Higher Education, Govt. Of West Bengal	313 acre
Class rooms	37	0	Govt. Of West Bengal	37
Laboratories	32	0	NA	32
Seminar Halls	1	0	NA	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	63	01	IUCR Grant	64
Value of the equipment purchased during the year (Rs. in Lakhs)		17.08	IUCR Grant, State Govt.	17.08
Others	NIL	NIL	NA	NIL

#### 4.2 Computerization of administration and library

- Bills and accounts of College office is being maintained and processed through Human Resource Management System (HRMS).

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	110798	24751975	870	400000	111668	25151975
Reference Books	1850	1177447	0	0	1850	1177447
e-Books	0	0	0	0	0	0
Journals	0	0	0	0	0	0
e-Journals	0	0	0	0	0	0
Digital Database	42587	0	0	0	42587	0
CD & Video	119	0	0	0	119	0
Others (specify)	0	0	0	0	0	0

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	IQAC
Existing	44	1	05	0	0	14	49	2
Added	05	0	05	0	0	3	6	4
Total	49	1	10	0	0	17	55	6

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

Two of the support staff were sent for training in Human Resource Management System.

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

i) ICT

0.6

ii) Campus Infrastructure and facilities

76.77

iii) Equipments

17.06

iv) Others

24.16

**Total :**

118.59

### Criterion – V

#### 5. Student Support and Progression

- 5.1 IQAC supervises and monitors the student support system. The college prospectus given on the college website provides information about the facilities available for the students. IQAC works in close association with the office and Teachers' Council and makes sure that amenities such as hostels, common rooms, discipline, drinking water facilities etc, are maintained properly. IQAC closely monitors the activities of different cells addressing students' affairs. Also, IQAC ensures that the students are informed about various scholarships and encouraged to apply for these.

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

Apart from regular university examination, as the part of continuous internal evaluation, the departments conduct tests and tutorials and special classes. Students' attendance is checked daily in every class. Departments hold meetings with parents. Teachers actively counsel the students regarding present curriculum as well as their future prospects. Departments take effort to connect with the pass-outs as much as possible.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2112	141	0	0

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men	No	%	Women	No	%
	1269	56		984	44

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1025	375	268	554	02	2224	1044	360	243	606	NIL	2253

Demand ratio

3.6 : 1

Dropout %

11.75

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

Teachers take effort to help students preparing for competitive examinations.

No. of students beneficiaries

No Report

## 5.5 No. of students qualified in these examinations\*

NET

14

SET/SLET

No Report

GATE

10

CAT

No Report

IAS/IPS etc

No Report

State PSC

No Report

UPSC

No Report

Others

08 (JAM: 5; DST-INSPIRE): 3

\*(Figures given are only what have been reported)

### 5.6 Details of student counselling and career guidance

Informal counselling for future scope is regularly informed to the students by every department.

No. of students benefitted

### 5.7 Details of campus placement:\*\*

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NIL	NIL	02 (ONGC)

\*\* (Figures are what have been reported)

### 5.8 Details of gender sensitization programmes

Interactive session about Gender Sensitisation with students and teachers during the International Seminar on "Women in Texts".

### 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
Financial support from institution	NIL	NIL
Financial support from government	284	3594000
Financial support from other sources	339	7338000
Number of students who received International/ National recognitions	110	855000

### 5.11 Student organised / initiatives

Fairs: State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

### 5.13 Major grievances of students (if any) redressed:

No major grievances reported.

## Criterion – VI

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

#### 6.1 State the Vision and Mission of the institution

The college since its inception has been serving the districts of Medinipur and the greater portions of Manbhum (comprising of the districts of Purulia and Bankura). Trees, shrubs and bushes and, hills and hillocks amidst a red earth and, the tribes living here are what distinguish this area from other parts of the state.

Jhargram Raj College being a government college offering quality education programmes at UG as well as a few PG levels takes a special place in the area. Many students of this college come from extremely poor families and under-privileged sections of the society and, are often the first-generation learners. Their requirements are quite different from that of the students belonging to middle class and comparatively well-to-do families. To achieve what is required of it, Jhargram Raj College functions accordingly to impart good and quality education in particular and contribute towards social welfare in general.

The college consistently works towards:

- Spreading education and awareness.
- Making youths socially responsible and able to undertake the social responsibilities that are demanded of a good citizen.
- Grooming students as sensitive men and women.
- Providing a process of learning via activities that cross-links the society with education.
- Imparting values that lead to accountability for the society at large.
- Inculcating a sense of understanding for self as well as for others.

#### 6.2 Does the Institution have a management Information System

Although the college does not have a fullscale management information system, the requirements are partially fulfilled through the use of Human Resource Management System (HRMS) which is currently in use for billing purposes. Student Management System takes care of information about students beginning from application for admission and till they successfully complete their degrees.

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

##### 6.3.1 Curriculum Development

Jhargram Raj College being affiliated to Vidyasagar University, cannot develop curricula of its own. However, some faculties participate in the Board of Studies of the university and take part in curriculum development process.

### 6.3.2 Teaching and Learning

Both students and teachers are being encouraged to use the NPTEL of which the college is a local chapter. Field trips are organised. Educative film and documentary shows are conducted. Materials downloaded from websites are given to the students. Students' seminars are organised.

### 6.3.3 Examination and Evaluation

Tutorials and surprise tests are conducted as a part of continuous students' evaluation. Students' seminars supplement the regular process of evaluation. Students are encouraged to take the tests provided by NPTEL.

### 6.3.4 Research and Development

Faculties are encouraged to contact various funding agencies and undertake research programmes. Seminars and workshops are organised. The institute inspires them to participate in seminars, symposia, workshops etc. They are motivated to publish their research works in reputed journals. The institute regularly sends faculties to refresher courses and orientation programmes.

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

The two buildings of the college are now WiFi zones.

The library uses computers and networking facilities provided by the college.

Overhead projectors and other accessories are used in E-classrooms and seminar halls.

New equipments have been purchased to update the laboratories.

New instruments and arrangements have taken place to update sports facilities.

### 6.3.6 Human Resource Management

- Attendance records of teaching and non-teaching staff are maintained.
- Database related to staff and billing accounts is maintained through Human Resource Management System (HRMS).
- Two support staff were sent for training in HRMS.
- Teachers actively help academic as well as administrative needs. Periodic meetings of the Teachers' Council, Departmental Heads, Intra-department meetings and, meetings of different sub-committees are held and proper actions are taken. The administrative Head and teachers often join hands with support staff to expedite work.
- Regular notifications are issued through Notice Boards and the College website.
- Teachers are motivated to regularly participate in various Faculty Improvement programmes such as summer/winter schools, workshops, refresher and orientation courses conducted by Academic Staff Colleges of various universities and institutions. This year 31 teachers benefited from such programmes.
- IQAC in association with Teachers' Benefit Sub-committee continuously processes papers of the teachers whose promotion vide CAS as and when falls due. This year 10 teachers have benefited from this exercise.

### 6.3.7 Faculty and Staff recruitment

Recruitments of teaching and non-teaching staff are made under the recruitment policy of the Government of West Bengal at the recommendation of West Bengal Public Service Commission and West Bengal Staff Selection Commission respectively. Services of the incumbents are transferable from one government institute to another.

### 6.3.8 Industry Interaction / Collaboration

None

### 6.3.9 Admission of Students

Completely computerised, merit-based and, fully online admission system. Proper course counselling takes place at the time of admission. The college strictly adheres to the rules and regulations of Vidyasagar University and Department of Higher Education, Science and Technology & Bio-Technology.



6.4 Welfare schemes for

Teaching	West Bengal Health Scheme, Group Insurance, medical allowance, General Provident Fund
Non teaching	West Bengal Health Scheme, Group Insurance, medical allowance, General Provident Fund, Festival advances.
Students	Various scholarships and Stipends

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	Authority
Academic	No	NA	Yes	Academic and Administrative Audit Sub-committee
Administrative	No	NA	Yes	Academic and Administrative Audit Sub-committee

6.8 Does the University/ Autonomous College declare results within 30 days? NA

For UG Programmes Yes  No

For PG Programmes Yes  No

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

NA

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

NA

6.11 Activities and support from the Alumni Association

Physics department alumni association has been registered. Alumni Association of English and Bengali departments have been formed. Most importantly, Alumni Association of Jhargram Raj College has been formed. Active efforts are being taken to get the association registered.

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

There is no formal Parent-Teacher association. But, various departments hold Parent-Teacher meetings.

#### 6.13 Development programmes for support staff

Two of the support staff were sent for training on HRMS.

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

- Provision of waste-disposal system by maintaining litter bins at suitable points.
- Efforts to make the college premises plastic-free zone.
- The college is a no-smoking zone.
- Regular cleaning of campus by NSS units besides the daily works of the sweepers.
- Tree plantation programmes.
- Bringing awareness to students through Environment Studies Programme as a part of regular curriculum.
- Observe Earth Day.
- Observe World Environment Day.

## 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.

The IQAC has urged the Departments and teachers to stay on compulsory detention during summer vacation and archive past records of the college not filed heretofore in an orderly manner. The response received is immense. We have now, though not exhaustive, a database of the past years.

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

Plan of Action	Achievements
A better arrangement of technology enhanced teaching and learning.	Jhargram Raj College has become a local chapter of NPTEL which may benefit not only the students and teachers of Jhargram Raj College but also the students and teachers of schools and colleges of nearby areas.
Formation of Alumni Association.	Alumni Association of Physics Department has been registered this year. Bengali and English Departments have also formed alumni associations and these three associations are communicating with other departments and trying to form an alumni association of the college as a whole.
Arrange more seminars, workshops, symposia etc.	A number of college-level seminars have been organised. A state level seminar has been organised in association with the alumni of English Department. Most importantly, an international seminar has been organised which was marked by warm welcome and huge participation by faculties of various institutions.
Processing Career Advancement Scheme files.	8 teachers have this year benefited from IQAC's activity regarding CAS.
Preparation of arrear bills and help the office clearing arrear claims due to teachers.	29 teachers benefitted.
Help the office and teachers with registering with the West Bengal Health Scheme.	20 teachers benefitted.
Guidance with preparation of Income Tax statement and filing of the same.	A number of teachers benefitted.
Contribution to environment protection.	Tree plantation programme, World Environment Day, 'Aranya Saptaha', 'Swachhata Pakhwada'. Observation of World Environment Day
Community work and social responsibility.	NSS units of the college has undertaken a number of activities. Participation in Jangalmahal Utsav as volunteers. Awareness Programme on Dengue. Anti-Tobacco Awareness campaign. Blood Donation Camp. Thalassaemia Awareness Camp. Also, teachers and students of the college have taken a keen interest on local folk culture and prepared reports on it.
Gender Sensitisation	1. International Seminar on 'Women in Texts'; 2. Interactive session for sensitising students and teachers about basic concepts of gender; 3. Formation of Gender Sensitisation Cell.

7.3 Give two Best Practices of the institution

- A. Jhargram Raj College is a local chapter of NPTEL.  
B. Health and Disease Awareness Camps by NSS.

(\*The details in annexure V) (Page: 40-45)

7.4 Contribution to environmental awareness / protection

- Provision of waste-disposal system by placing litter bins at suitable points.
- Efforts to make the college premises plastic-free zone.
- Regular cleaning of campus by NSS units besides the daily works of the sweepers.
- Tree plantation programmes.
- Works of Zoology and Botany departments regarding useful and important plants and animals of the area.
- Making students aware of the importance of Forest Management as advised by the popular wisdom.
- Bringing awareness to students through Environment Studies Programme as a part of the regular curriculum.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add.

### **STRENGTHS**

West Bengal Public Service Commission through its well-designed selection procedure recommends teachers to the Higher Education Department which in turn posts them to Jhargram Raj College. This ensures that the college gets a set of extremely dedicated, highly motivated and enterprising teachers who help maintain consistently good academic standards.

The college has good hostel accommodation for both UG and PG level students.

Almost 30 percent of the students come from poor and backward strata of the society and a significant portion of them are from tribal background. Thus, the college is in position to serve the underprivileged sections of the society to a great extent.

Fee structure of the college is very nominal which helps poor students.

### **WEAKNESSES**

Inadequate number of classrooms.

Dependence on Public Works Department for civil and electrical works severely restricts expansion and maintenance of civil and electrical infrastructure.

The college often faces a shortage of manpower due to transfers of teachers and non-teaching staff.

Being a government college, it cannot generate its own funds.

### **OPPORTUNITIES**

Well stocked library and its computerised facilities are of great help for both the students and teachers.

Different extension programmes and regular NSS activities help a broader awareness for the students and create a sense of association between people of the locality, particularly poor villagers.

PSC's selection policy ensures appointment of good, efficient and enterprising personnel in the college.

Jhargram Raj College is a local chapter of NPTEL. It brings a host benefits for the students in particular and the teachers in general. Since the college is a local chapter, its students belonging to backward sections of the society and with poor economic circumstances can sit for the NPTEL course examinations for free and / or with partial fee waiver.

### **CHALLENGES**

Extension and maintenance of civil and electrical infrastructural facilities

Arranging funds for implementing important plans and projects of the college.

Since a large number of students of the college come from poorer sections of the society, they do not have the means to procure computers and accessories required to reap advantages from technology enhanced learning. The college may take the responsibility of providing them with required gadgets and environment within the college premises. However, a good amount of fund is required for the said purpose.

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

Making the educational institutions of the area aware about advantages of technology enhanced learning such as NPTEL.

Try to make Jhargram Raj College a centre of examination of NPTEL.

Continue the processing of papers for Career Advancement of Teachers through CAS.

Collect feedback from the stakeholders more frequently and regularly.

Try to involve the stakeholders in the decision-making process of college management more intensely.

Urge and help the students to write competitive examinations in greater number.

Form the Governing Body.

Start the online evaluation of teaching system and teachers by students.

Make a folk-cultural and a folk-medicinal map of the area.

Establish a Loko-Sanskriti Charcha Kendra (Folk-Cultural Activities Centre) in the college.

Start Santali Department.

Set up Study Centre of IGNOU.

Name Parthapratim Mukherjee

Name Dr Debnarayan Roy



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

**Coordinator  
Internal Quality Assurance Cell  
Jhargram Raj College  
Jhargram, Paschim Medinipur  
W.B. 721507**

**OFFICER - IN - CHARGE  
JHARGRAM RAJ COLLEGE**

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## Annexure I

### Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
JAM	-	Joint Admission Test for M.Sc.
JEST	-	Joint Entrance Screening Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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## Annexure II: Academic Calendar of Vidyasagar University for 2017-18



**VIDYASAGAR UNIVERSITY**  
Midnapore – 721102

**ACADEMIC CALENDER FOR U.G. COLLEGES [BA/B Sc/B Com: Honours /General/ Major ]**

**Academic Session 2017-2018**  
**1<sup>st</sup> Term 01.07.2017 to 21.10.2017**



Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no class Days	No. of days available for holding Class/Exam.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
July-2017	1 <sup>st</sup>	July 1	Nil	Nil	1 day	
	2 <sup>nd</sup>	July (2-8)	02.07.2017 (Sunday)	1 day	6 days	
	3 <sup>rd</sup>	July (9-15)	9.07.2017 (Sunday)	1 day	6 days	11-07-2017 Commencement of 1 <sup>st</sup> year B.A/B.Sc/B.Com classes
	4 <sup>th</sup>	July (16-22)	16.07.2017 (Sunday)	1 day	6 days	21-07-2017 Starting day of admission of 2 <sup>nd</sup> & 3 <sup>rd</sup> year B.A/B.Sc/B.Com students
	5 <sup>th</sup>	July (23-29)	23.07.2017 (Sunday)	1 day	6 days	28.07.2017 – Last date of admission of 3 <sup>rd</sup> year BA/BSc/BCom classes. 28-07-2017 Commencement of 2 <sup>nd</sup> & 3 <sup>rd</sup> year B.A/B.Sc/B.Com classes
July – August 2017	6 <sup>th</sup>	July 30 – Aug - 05	30.07.2017 (Sunday)	1 day	6 days	02.08.2017 – Last date of admission of 2 <sup>nd</sup> year BA/B Sc/ B Com classes.
August – 2017	7 <sup>th</sup>	August (6-12)	06.08.2017 (Sunday)	1 day	6 days	11-08-2017 Last date of Change of subjects for 1 <sup>st</sup> Year B.A/B.Sc/B.Com students
	8 <sup>th</sup>	August (13-19)	13.08.2017 (Sunday) 14.08.2017 (Janmashami) 15.08.2017 (Independence day)	3 days	4 days	





	9 <sup>th</sup>	August (20-26)	20.08.2017 (Sunday)	1 day	6 days	
August - September 2017	10 <sup>th</sup>	August 27-Sept 2	27.08.2017 ( Sunday) 07.09.2017(Itd-Ud-Zoha)	2 days	5 days	
September - 2017	11 <sup>th</sup>	Sept-(3-09)	3.09.2017 ( Sunday)	1 day	6 days	04-09-2017 - Last date of Filling up of Registration form (for 1 <sup>st</sup> year B.A/B.Sc/B.Com) by the student in the College.
	12 <sup>th</sup>	September (10-16)	10.09.2017(Sunday)	1 day	6 days	11-09-2017 Last date of submission of Registration forms (for 1 <sup>st</sup> year B.A/B.Sc/B.Com) by the College to the University for verification.
	13 <sup>th</sup>	September (17-23)	17.09.2017 (Sunday) 19.09.2017(Mahalaya)	2 days	5 days	
Sept.-2017	14 <sup>th</sup>	September (24-30)	24.09.2017 (Sunday) 26.09.2017-30.09.2017 (Puja Holiday) 29.09.2017 (University Foundation Day)	6 days	1 day	Puja Holidays
October-2017	15 <sup>th</sup>	Oct.(1-7)	01.10.2017 (Sunday) 01.10.2017 ( Muharram) 02.10.1017(Gandhiji's Birth Day) (01.10.2017-07.10.2017) (Puja Holiday)	7 days	Nil	Puja Holidays
October-2017	16 <sup>th</sup>	October (08-14)	08.10.2017 (Sunday) 08.10.1017-14.10.2017 (Puja Holidays)	7 days	Nil	Puja Holidays
	17 <sup>th</sup> (18 <sup>th</sup> )	October(15-21)	15.10.2017 (Sunday) 15.10.2017 - 21.10.2017 ( Puja Holidays) (19.10.2017-21.10.2017) (Kalipuja & Bhatridwitiya) Puja Holiday	7 days	Nil	Puja Holidays 16-10-2017 - Last date of submission of registration fees ( for 1 <sup>st</sup> yr. B.A/B.Sc/B.Com students) to Vidyasagar University by the college with out fine
				45	70	



2<sup>nd</sup> Term 22.10.2017 to 01.01.2018

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/Exam.	Remarks
	17 <sup>th</sup> (Part)	October(22-28)	22.10.2017(Sunday)	1day	6 days	
Oct-Nov 2017	18 <sup>th</sup>	Oct 29-Nov 4	29.10.2017 (Sunday) 04.11.2017 (Guru Nanak's Birth Day)	2 days	5 days	31-10-2017 - Last date of submission of Registration form and fees(for 1 <sup>st</sup> Yr. B.A/B.Sc/B.Com students) to Vidyasagar University by the College with fine.
November 2017	19 <sup>th</sup>	Nov (5-11)	05.11.2017 (Sunday)	1 day	6 days	
	20 <sup>th</sup>	Nov (12-18)	12.11.2017 (Sunday)	1 day	6 days	17-11-2017-Last date of submission of Registration form and fees (for 1 <sup>st</sup> Yr.B.A/B.Sc/B.Com students) to Vidyasagar University by the College with Super Delay Fine.
	21 <sup>st</sup>	Nov (19-25)	19.11.2017 (Sunday)	1 day	6 days	
Nov-Dec 2017	22 <sup>nd</sup>	Nov 26-Dec 02	26.11.2017 (Sunday) 02.12.2017 (Fateha-Dwaz-Daham)	2 days	5 days	
December 2017	23 <sup>rd</sup>	Dec (03-09)	03.12.2017 (Sunday)	1 day	6 days	
	24 <sup>th</sup>	Dec (10-16)	10.12.2017 (Sunday)	1 day	6 days	
	25 <sup>th</sup>	Dec (17-23)	17.12.2017 (Sunday)	1 day	6 days	
	26 <sup>th</sup>	Dec (24-30)	24.12.2017 (Sunday) 25.12.2017 (Christmas Day) 25.12.2017 -30.12.2017 (Winter Recess)	7 days	Nil	
Dec-January 2018	27 <sup>th</sup> (Part)	Dec 31-January 01	31.12.2017 (Sunday) 31.12.2017 ( Winter Recess) 01.01.2018 (New Year's Day)	2 days	Nil	
				20	52	

3 Term 02.01.2018 to 30.06.2018



Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of no Class Days	No. of days available for holding Class/Exam.	Remarks
January-2018	27 <sup>th</sup> (Part)	January (2-6)	Nil	Nil	5 days	
	28 <sup>th</sup>	January (7-13)	07.01.2018 (Sunday) 12.01.2018 (Swami Vivekananda's Birthday)	2 days	5 days	
	29 <sup>th</sup>	January (14-20)	14.01.2018 (Sunday) 14.01.2018(Poush Sankranti)	1 day	6 days	
	30 <sup>th</sup>	January (21-27)	21.01.2018(Sunday) 22.01.2018- 23.01.2018 (Saraswati Puja /Shree Panchami) 23.01.2018(Netaji Birth Day) 26.01.2018(Republic Day)	4 days	3 days	
January-February 2018	31 <sup>st</sup>	January 28- Feb-03	28.01.2018(Sunday)	1 day	6 days	
February-2018	32 <sup>nd</sup>	February (4-10)	04.02.2018(Sunday)	1 day	6 days	
	33 <sup>rd</sup>	February (11-17)	11.02.2018 (Sunday) 14.02.2018 (Shivaratri)	2 days	5 days	
	34 <sup>th</sup>	February (18-24)	18.02.2018 (Sunday)	1 days	6 days	
February- March-2018	35 <sup>th</sup>	February 25- March-03	25.02.2018 (Sunday) 02.03.2018 - 03.03.2018 (Doljatra)	3 days	4 days	
March-2018	36 <sup>th</sup>	March (04-10)	04.03.2018 (Sunday)	1 day	6 days	<u>6.03.2018 - Closing of 3<sup>rd</sup> Year B.A./B.Sc./B.Com classes.</u>
	37 <sup>th</sup>	March (11-17)	11.03.2018 (Sunday)	1 day	0 days	Commencement of practical examination for Part-III-2018( tentatively)
	38 <sup>th</sup>	March (18-24)	18.03.2018 (Sunday)	1 day	6 days	<u>24.03.2018 - Closing of 1<sup>st</sup> &amp; 2<sup>nd</sup> year B.A./B.Sc./B.Com Classes.</u>
March-April-2018	39 <sup>th</sup>	March (25-31)	25.03.2018 (Sunday) * * * * * 30.03.2018 (Good Friday)	2 days	5 days	* * * * *

April - 2018	40 <sup>th</sup>	April (01-07)	01.04.2018 ( Sunday)	1 day	6 days	Commencement of theory Examination for Part-III - 2018 ( Tentatively)
	41 <sup>st</sup>	April (08-14)	08.04.2018 (Sunday) 14.04.2018 (Chaitra Sankranti) (Dr. B.R. Ambedkar's Birthday)	2 days	5 days	
	42 <sup>nd</sup>	April (15-21)	15.04.2018 (Sunday) (Bengali Naba Barsha)	1 day	6 days	
	43 <sup>rd</sup>	April (22-28)	22.04.2018 (Sunday)	1 day	6 days	Commencement of practical examination for Part-II -2018 ( Tentatively)
April -May 2018	44 <sup>th</sup>	April 29- May 05	29.04.2018 (Sunday) 01.05.2018 (May Day)	2 day	5 days	
May - 2018	45 <sup>th</sup>	May(06-12)	06.05.2018 (Sunday) 09.05.2018 (Rabindranath's Birth Day)	2 days	5 days	Commencement of theory examination for Part-II- 2018 ( Tentatively)
	46 <sup>th</sup>	May(13-19)	13.05.2018(Sunday) 14.05.2018 - 19.05.2018 ( Summer Recess)	7 days	---	Exam., administrative work, academic task, etc.
	47 <sup>th</sup>	May(20-26)	20.05.2018 (Sunday) 21.05.2018-26.05.2018 (Summer Recess)	7 days	—	Exam., administrative work, academic task, etc.
May - June-2018	48 <sup>th</sup>	May 27-June 02	27.05.2018 ( Sunday) 28.05.2018-02.06.2018 ( Summer Recess)	7 days	—	Exam., administrative work, academic task, etc.
June-2018	49 <sup>th</sup>	June (03-09)	03.06.2018 ( Sunday) 04.06.2018-09.06.2018 (Summer Recess)	7 days	—	Exam., administrative work, academic task, etc.
	50 <sup>th</sup>	June (10-16)	10.06.2018 ( Sunday) 11.06.2018-16.06.2018 (Summer Recess)	7 days	—	Commencement of Part-I examination-2018 ( Tentatively) Exam., administrative work, academic task, etc.
	51 <sup>st</sup>	June(17-23)	17.06.2018 ( Sunday) 18.06.2018- 23.06.2018 (Summer Recess)	7 days	—	Exam., administrative work, academic task, etc.
	52 <sup>nd</sup>	June(24-30)	24.06.2018 ( Sunday) 25.06.2018-30.06.2018 (Summer Recess)	7 days	—	Exam., administrative work, academic task, etc.
				78	102	



Total no. of days available for holding classes/examination: 70+52+102= 224 days.

Principals/Teacher – in - Charge(s) are requested to follow the academic calendar strictly. Any deviation from the specified list of holidays will not be allowed unless prior approval is obtained from the Secretary, U.G. Council, Vidyasagar University. This academic calendar is provisional.

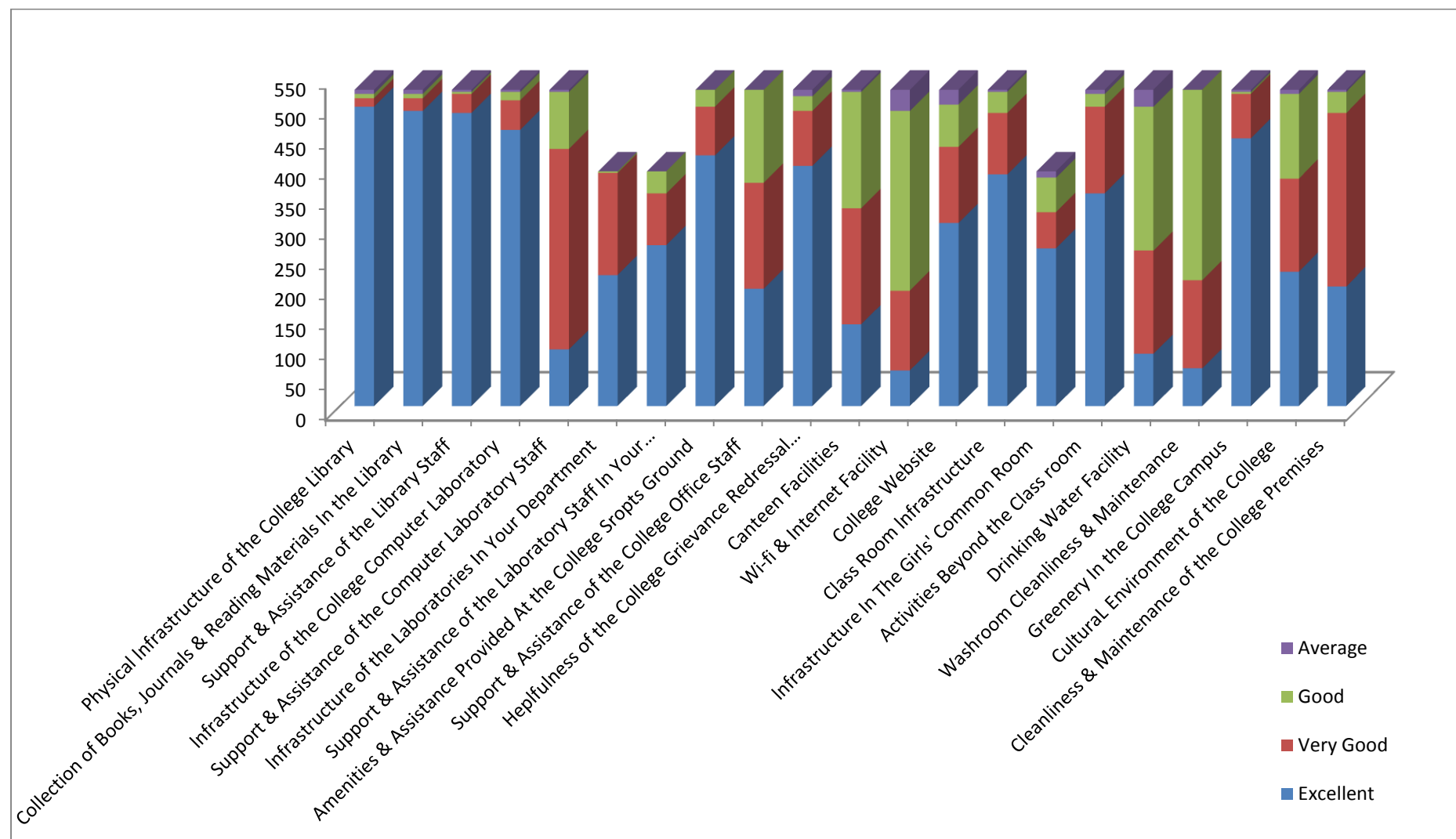


**Annexure III: Academic Calendar of Jhargram Raj College for 2017-2018**

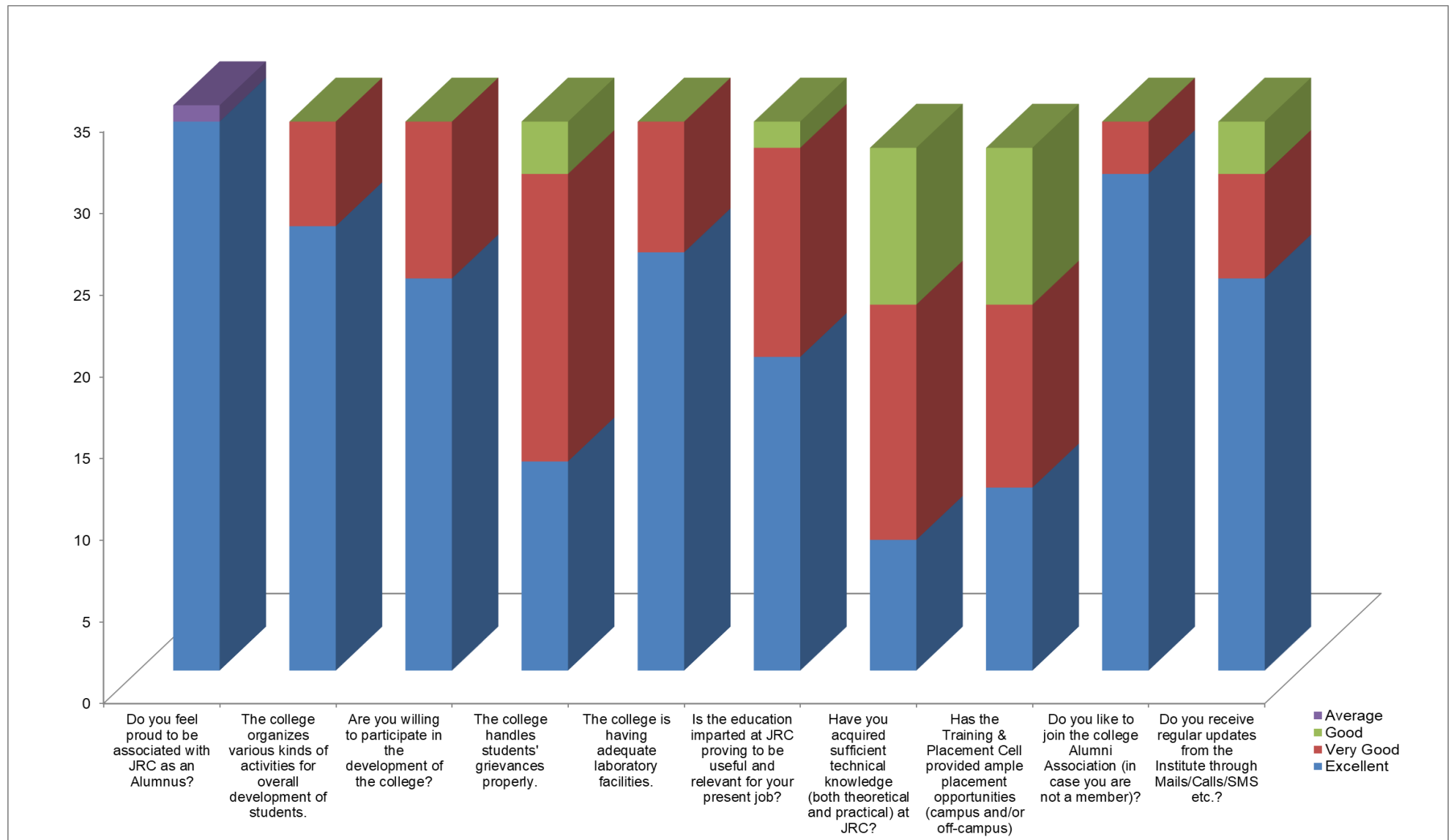
EVENT SCHEDULE	B. A. / B. SC. / B. COM.			M. A. / M. SC.	
	PART-I	PART-II	PART-III	SEMESTER-I & SEMESTER-III	SEMESTER-II & SEMESTER-IV
Publication of Class Routine	July (Week-1)	July (Week-1)	July (Week-1)	July (Week-1)	Not Applicable
Commencement of Classes	July (Week-3)	July (Week-2)*	July (Week-2)*	July (Week-3)	Not Applicable
Change of Subjects and/or subject combinations (if any)	As per VU dates	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Independence Day	August 15, 2017, Tuesday (Flag hoisting, a small cultural programme by the students)				
Freshers' Welcome	August 3 <sup>rd</sup> Week, 2017				
Filling up of Registration forms and submission	As per VU dates	Not Applicable	Not Applicable	As per VU dates	Not Applicable
VU Registration process	As per VU dates	As per VU dates	As per VU dates	As per VU dates	As per VU dates
Puja Recess	From September, Week-3 to October, Week-4 [Semester-I and Semester-III classes for all the PG departments to continue in accordance with a special recess-period class routine prepared by the respective PG department; the classes to be organised on all weekdays barring National and State holidays.]				
Internal Assessment (Honours & PG)	Honours only (November, Week-2)	Not Applicable	Not Applicable	Semesters I and III (November, Week-2)	Not Applicable
Internal Assessment (General)	4 <sup>th</sup> Week of February			Not Applicable	Not Applicable
Parent-Teachers Meeting <sup>2</sup>	December (Week-2)	December (Week-2)	December (Week-2)	Not Applicable	Not Applicable
Annual Sports Meet	December (Week-3)				
Students' Seminar <sup>2</sup>	Departments to organize presentations by students during January (Week-1 and Week-2) alongside the regular classes.				
Field trips / excursions / Lab visits (Department Specific)	Not Applicable	Not Applicable	January (Week-1/2)	January (Week-1/2) [Only for PG Semester-III]	Not Applicable
Internal Assessment-2 (Honours & PG)	Honours only (January, Week-3)	Honours only (January, Week-3)	Honours only (January, Week-3)	Semesters I and III (January, Week-3)	Not Applicable
Examination Form Fillup (PG only)	Not Applicable	Not Applicable	Not Applicable	Semester-I & Semester-III (January, Week-3)	Not Applicable
Final Examination (PG only)	Not Applicable	Not Applicable	Not Applicable	Semester-I & Semester-III (January, Week-2)	Not Applicable
Annual Cultural Programme	January (Week-4)				
Examination Form Fillup (UG only)	As per VU dates	As per VU dates	As per VU dates	Not Applicable	Not Applicable
Commencement of Classes	Not Applicable	Not Applicable	Not Applicable	Not Applicable	February, Week-2
University Examinations	As per VU dates	As per VU dates	As per VU dates	Not Applicable	Not Applicable
Summer Recess	From May, Week-2 to June, Week-4 [Semester-II and Semester-IV classes for all the PG departments to continue in accordance with a special recess-period class routine prepared by the respective PG department; the classes to be organised on all weekdays barring National and State holidays. Internal Assessment for PG Semesters II and IV to be conducted by the respective departments within this period.]				
Admission to UG and PG	June (Weeks-2, 3, 4)	Not Applicable	Not Applicable	PG Admission Test (June, Week-3); admission to PG Semester-1 (July, Week-1) <sup>1</sup>	Not Applicable

<sup>1</sup>Subject to change in accordance with VU notifications      <sup>2</sup> Deptts may arrange as and when necessary      \* Admissions to the corresponding classes according to the VU schedule  
 B. A. / B. SC. / B. COM.: 3rd year classes to close during March (Week-1); 2nd year classes to close during March (Week-3); 1st year classes to close during April (Week-1).

### Annexure IV: Analysis of Students' Feedback – 2017-18



**Annexure V: Analysis of Alumni Feedback – 2017-18**



## **Annexure V: Best Practices**

### **A. Jhargram Raj College is a local chapter of NPTEL.**

#### **1. Title of the Practice**

**Jhargram Raj College: A Local Chapter of National Programme on Technology Enhanced Learning (NPTEL).**

#### **2. Objectives of the Practice**

This is the age of technology. It may be looked at from two dimensions. Firstly, use of technology can no more be ignored even in our daily lives. To excel academically knowledge of relevant technology is now a necessity. Secondly, use of technology has widened the doors to knowledge. Now it is possible to search, enquire and clarify questions through use of internet and other digital resources. The objective of making Jhargram Raj College a local chapter is advantageous for both the students and teachers of the college. They can learn, update and/or revise knowledge through online courses offered by NPTEL. NPTEL is a programme under the aegis of SWAYAM, a central government project funded by MHRD for dissemination of teaching/learning content of high quality through all available media. NPTEL is an important step in this direction with use technology for dissemination.

#### **3. The Context**

Jhargram Raj College is located in an economically and socially backward part of the state. The college all along has functioned as a leading college of the area. Here students come from various backgrounds. However, they come for the same purpose, namely, to be educated. Courses offered by NPTEL are good supplements to regular classroom teaching. Students and teachers of the college can connect to the best minds in various academic fields through NPTEL. They not only gain better knowledge by joining the NPTEL courses but also their exposure to the outside world becomes broader. Moreover, by writing the examinations which is optional, they get NPTEL certificates which are valuable for their future prospects.

#### **4. The Practice**

Jhargram Raj College became a Local Chapter of NPTEL on and from 23 November 2017. Thereafter, the NPTEL team from Khargapur IIT conducted a workshop on the nuances of NPTEL courses in the auditorium of Jhargram Raj College (Girls' Wing) on 14 December 2018. Enrolment in NPTEL courses under Jhargram Raj



College as the local chapter began. The courses of NPTEL are free. Students or teachers who enroll for the courses do not have to pay any fee unless they wish to sit for the examinations. The examination fees are very nominal, about Rs 1200 (twelve hundred only). Even in that case, Scheduled Caste and Scheduled Tribe students are eligible for fifty percent fee waiver. Economically poorer students are eligible for full fee waiver. If the principal recommends a poor student from general caste category also may sit for the examination for free. Jhargram Raj College being a local chapter of NPTEL is taking efforts to enroll not only the students and faculties of the mother college that is Jhargram Raj College but also the students and teachers of schools and colleges of the neighbouring area.

## **5. Evidence of Success**

The workshop conducted by the NPTEL team from Kharagpur IIT on 14 Decemeber 2018 was a huge success. It was attended by about 250 participants more than half of whom were from schools and colleges of the area. Within a very short time the number of enrolment for NPTEL courses under Jhargram Raj College has reached about 200. The teachers and students of this college and other schools and colleges are showing interest in the NPTEL courses and they are in regular touch with the faculties of Jhargram Raj College who are looking after the NPTEL affairs.

## **6. Problems Encountered and Resources Required**

NPTEL courses being free, the college does not have to bear financial expenses. However, in the beginning it is difficult to make people interested in courses and activities outside regular institutional curriculum. It takes time to convince people about the utility of efforts and activities that are not clearly spelt out by the service conditions and regular syllabus. The good news is that diligence and honest efforts seldom end up being unsuccessful. The number of increasing enrollment for NPTEL courses is encouraging.

## **7. Notes (Optional)**

A large section of students of Jhargram Raj College belongs to economically and socially backward sections. Many of them are first and second-generation learners. They do not have access to computers at their homes. The college can prove helpful to them by providing computers and other accessories under the care of teachers in the college premises. Some arrangements in this regard may be made.

## **B. Health and Disease Awareness Camps by NSS.**

### **1. Title of the Practice: Health and Disease Awareness Camps in Adopted Villages of NSS**

#### **2. Objectives of the Practice**

- To spread awareness about Thalassaemia and vector-borne diseases in the adopted villages of the NSS Units of Jhargram Raj College
- Educating and informing members of the village about the diseases and to help dispel myths and curb unscientific practices relating to these diseases
- To help to curb the spread of vector-borne diseases by informing and educating about the methods of prevention
- To create awareness about thalassaemia especially amongst the youth of the village in order to help them make informed choices before they enter into marriage
- To offer solutions, and access to counselling, to those who are affected or are carriers of thalassaemia
- Addressing the practical problems faced by family members in case of the occurrence of disease
- Stressing the need to access systematised healthcare facilities available locally instead of relying on self-medication and home-remedies.

#### **3. The Context**

The Midnapore region of West Bengal is unfortunately a “thalassaemia belt”, where sections of the demography are either victims of the disease, or are carriers. This fact has been repeatedly illustrated in the awareness camps held by the NSS in the college campus. Thus, it is important that awareness campaigns are held beyond the campus, in local areas and nearby villages. It is also important to understand that most members in these villages are socio-economically disadvantaged, and early marriage often takes place amongst families. It is therefore crucial to conduct regular thalassaemia awareness and detection camps, and provide timely reports to the youngsters of the village. This would help them to undergo proper treatment and counselling before marriage, thereby helping to curtail the spread of this disease in the region.

The last few years have also seen outbreaks of vector-borne diseases (especially dengue and malaria) in the town of Jhargram, and in the villages near the town. Antapati, is one of three small villages situated close to one another, at a distance of approximately 5km from the college. The NSS Units of Jhargram Raj College therefore decided to organise awareness camps on thalassaemia and vector-borne

diseases in its adopted villages. The Special Winter Camp of the NSS Units (held from 7<sup>th</sup> to 17<sup>th</sup> of March 2018), offered the perfect opportunity to conduct both these programmes within a short space of time.

### **The Practice**

On the fourth day of the Special Winter Camp (the 10<sup>th</sup> of March, 2018), 25 volunteers of NSS Unit II, accompanied by the Programme Officers of Units II and IV, made their way to Sevayatan village, at 10:30 a.m. The Thalassaemia Awareness and Detection Camp was to be held at Sevayatan Girls' School (H.S.). Sri Subrata Chakraborty, from the Jhargram District Hospital, arrived at the village at 11 a.m. with his team from the 'Paschim Medinipur Thalassaemia Prevention Society'. He was helped by the volunteers of the college in setting up his equipment and arranging the things needed to conduct a detection camp. Sri Chakraborty then proceeded to conduct an awareness programme for all the students present at the school. He spoke about the disease, its methods of treatment, the need for blood transfusions and the difficulties that it could pose for any family. The detection camp was held thereafter. Only students from the ninth standard onwards are allowed to be tested for Thalassaemia due to medical reasons. Thus, 50 students were tested for the disease by trained officials from the Society. Sweets were distributed amongst all the students attending the awareness programme.

The Awareness programme on Vector-Borne Diseases was to be conducted in the village of Antapati on the 14<sup>th</sup> of March. Dr. Prasun Ghosh, Medical Officer, Jhargram District Hospital, was invited as the expert who would address the members of the village on this issue. The primary challenge to be addressed was to find a suitable space to organize the programme, as the village of Antapati only has a 'Shishu Shiksha Kendra' within its region. The local Panchayat members helped by suggesting that the programme be conducted at Khanakul Primary School, which is located at a very short distance from the main village of Antapati.

Thus, on the 14<sup>th</sup> of March, 2018, 25 volunteers of NSS Units I, III and IV, accompanied by the Programme Officers of Units I, III and IV, made their way to Khanakul Primary School at 10:30 a.m. Dr. Ghosh also arrived at the location with Sri Abhijit Roy of the Jhargram District Hospital. The NSS volunteers, with the help of the school teachers, quickly made arrangements to seat all the people present, and Dr. Ghosh addressed the gathering.

Dr. Ghosh explained in detail about vectors – and the diseases that they spread. He also spoke about the vector-borne diseases commonly occurring in the region. He addressed the common misconceptions about the diseases, and the need to obtain proper medical treatment. He also explained some common methods of prevention – such as being aware of stagnant water in and around homes, and the use of fish such as ‘Tilapia’ and ‘Guppy’ in ponds, because these fishes eat the larvae of mosquitoes. After the address, there was a session where Dr. Ghosh answered questions asked by some members of the audience.

### **Evidence of Success**

#### **A. Thalassaemia Camp at Sevayatan Village:**

- A large number of school-girls were present with their teachers, and were greatly attentive during the lectures made by Sri Chakraborty. Many of them put forward relevant questions and asked for solutions to the problems.
- Despite a fear of needles, many girls gathered the courage to get themselves tested, as a result of which 50 students could be successfully tested by the health officials.
- As this test is to be taken only once in a lifetime, many girls were also thankful for the opportunity as it took place within the ease and comfort of their school, and they would not have to undergo these tests at a hospital.
- The programme was greatly appreciated by the authorities of the school. The principal, Smt. Archana Karan, had extended her full cooperation, and requested the NSS Programme Officers present, to conduct more such programmes in their school. The village and panchayat authorities were also greatly appreciative and encouraging, and hoped that the college would conduct more such health programmes in the future.

#### **B. Awareness Camp on Vector-borne Diseases at Antapati**

- A large number of men and women attended the programme and participated in it with great enthusiasm.
- They freely asked questions to the doctor, and in their turn, spoke about the practical problems that they faced in maintaining healthy sanitation practices and the prevention of diseases.
- They also cleared many superstitions and misconceptions regarding vector borne diseases. The local residents also approached the Programme Officers for advice and assistance in helping maintain healthy sanitary practices in the villages.
- The school authorities and teachers were greatly appreciative of the efforts of Jhargram Raj College in creating awareness about such diseases, and offered their full cooperation for more such programmes in the future. The local Panchayat members were also appreciative of the efforts of the NSS Units of Jhargram Raj College, and requested the Programme Officers to conduct more awareness campaigns in other villages of the area.

### **Problems Encountered and Resources Required**

- Funds, provided by the state and the centre for conducting NSS programmes, are limited, and only allow for conducting very basic awareness campaigns. More funds would allow the NSS units to carry out more such awareness and detection camps throughout the year. This would go a great way to help curb the spread of diseases such as thalassaemia, dengue and malaria.
- Location of the Panchayat office of Antapati at Bandhgora, which is at a very distant location from the actual village of Antapati. Thus, obtaining necessary documents for the purpose requires travelling to Bandhgora, which is also located at a significant distance from the college. This resulted in the project requiring an extra day over the amount of time actually required to conduct the programme.
- Conducting the thalassaemia camp required the processing of additional paperwork, which resulted in some delay. This was due to the fact that Jhargram was now a district in its own right. Previously, officials would be sent from the Midnapore District Hospital as Jhargram was a part of the district of Paschim Medinipur. This time, the college could only collaborate with the Jhargram District Hospital, as per the rules.
- Lack of a high school in the village of Antapati, where awareness campaigns and health camps can be conducted by the NSS Units of Jhargram Raj College on a large scale
- Many children, especial girls, have an inherent fear of needles which is difficult to counter. It is not a fear of infection from unsterilized kits, but the fear of being hurt by a needle prick. Thus, it becomes difficult to convince students of the need to be tested for thalassaemia, where testing involves needles

- Most of the students hail from economically-challenged backgrounds, and therefore, do not have access to proper nutrition. Many students were found to be unfit to be tested – and were advised to take care of their bodies properly before they could be tested. Two students even reported feeling slightly dizzy after being tested.

### **Notes**

- Before conducting any programme in a village, it is of utmost importance to obtain the necessary permissions from the appropriate authorities, and to conduct the entire programme in a proper manner, by following all the rules.
- Though not always necessary, it is a good idea to carry identity proofs of every member of the college (staff and students alike), especially when visiting sensitive locations.
- Documentation of the programme conducted in the village, may also be obtained from the appropriate authorities.
- As the Midnapore region is known to be a ‘Thalassaemia Belt’ – due to the high incidence of Thalassaemia cases found here – it is thus imperative to carry out more such awareness and detection programmes on a regular basis.

It is important that as many people as are possible are educated about diseases and their prevention. It is also important that detection camps, and counselling services are provided along with awareness campaigns, in order to address this problem in the proper manner.