

Annual Quality Assurance Report (2017-2018)

Submitted by

Internal Quality Assurance Cell

Cooch Behar College

2 No. Kalighat Road

Cooch Behar

West Bengal

Submitted to

National Assessment and Accreditation Council

(NAAC)

Bangalore

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1 Name of the Institution	Cooch Behar College
1.2 Address Line 1	2 No, Kalighat Road
Address Line 2	P. O. Cooch Behar
City/Town	Cooch Behar
State	West Bengal
Pin Code	736 101
Institution e-mail address	principal@coochbeharcollege.org.in
Contact Nos.	09832436849
Name of the Head of the Institution:	Dr. Pankaj Kumar Debnath
Tel. No. with STD Code:	03582-256798
Mobile:	09832436849

Name of the IQAC Co-ordinator:

Dr. Mridul Ghosh

Mobile:

9749356396

IQAC e-mail address:

mridulghosh@coochbeharcollege.org.in

1.3 NAAC Track ID (For ex. MHC0GN 18879)

WBC0GN 14026 of Cycle -II

1.4 NAAC Executive Committee No. & Date:

(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)

F.19.26/EC(SC-
18)/DO/2016/130.2 Dated
05.11.2016

1.5 Website address:

www.coochbeharcollege.org.in

Web-link of the AQAR:

<http://www.coochbeharcollege.org.in/AQAR.html>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.16	2009	5 YEAR
2	2 nd Cycle	B++	2.78	2016	5 YEAR
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

06-08-2010

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

2017-18

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

- i. NAAC Accreditation was done in October, 2016 and accredited at B++ grade with CGPA of 2.78 on 7 point scale.
- ii. AQAR(2016-2017) submitted to NAAC on 10.03.2018 (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Career Oriented Programme

1.12 Name of the Affiliating University (*for the Colleges*)

Cooch Behar Panchanan Barma 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 Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Monitoring Teaching Learning
- Conducting Students' Seminar
- Motivating Teachers to apply for being Research Guides to Cooch Behar Pancanan Barma University
- Motivating the teachers to undertake Major/ Minor Research Projects
- Motivating the departments to organised National/ International Seminars
- Steps taken to introduce PG in Geography
- Steps taken to introduce B. Sc. in Bio- Science

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
1.To introduce Hons. in Education and PG in Geography, Bengali, History, Commerce. 2. To recruit more faculty and non-teaching staff. 3. To start NCC; 4. To upgrade gymnasium 5. To construct more buildings for class room and for other facilities. 6. To organise seminars/conferences. 7. To encourage publication of research articles by the faculty in UGC referred journals.	1. CBCS System has been implemented. 2. BBM on self financing mode has been introduced. 3.The process of introduction of Post Graduate Degree Course in Geography has been started. 4. Participation in seminars and other faculty development programmes.

<p>8.To publish e-journals by the college.</p> <p>9. To organise programmes on Human Rights, Moral Values, Anti Drug, Aids, Banking Activities, Computer Literacy; opening of Spoken English course.</p> <p>10. Preparation for Mock Interview; workshop on New Education Policy; workshop on Evaluation System.</p> <p>11. Counselling regarding the scope of employment; personal counselling regarding different problems of students;</p> <p>12. Organising sports and games, annual cultural programme, Freshers' welcome, Literary activities, Saraswati Puja, Quiz competition, Debate; participation in Youth Parliament.</p> <p>13. Community upliftment programmes through NSS</p>	<p>5. Personal counselling regarding different problems of students, sports and games.</p> <p>6.Completion of two UGC Major Research Project.</p> <p>7. Annual cultural programme, freshers' welcome, literary activities, Saraswati Puja.</p> <p>8. Community upliftment programmes through NSS.</p> <p>9. Seven no of programme are organised regarding Swatch pakhwara , International Youth Day, Dengue Awareness Programme, Nature Study and Adventure Camp, National Youth Day Celebration, and Orientation Programme on Disaster Management.</p>
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* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

Any other body

Provide the details of the action taken

The following initiatives were taken: upgradation of playground, construction of buildings, encouragement for publication of research articles and participation in the seminars, full computerisation of library.

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				
PG				
UG	13			4
PG Diploma				
Advanced Diploma	4			4
Diploma	4			4
Certificate	4			4
Others	2	1	2	
Total	27	1	2	16
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	15
Trimester	0
Annual	12

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

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

**Please provide an analysis of the feedback in the Annexure*

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

Being an affiliated college, there is hardly any scope to revise or update the syllabi. However, the college faculties as Board of Study members of the University have contributed actively to revise or update the syllabi.

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	26	23	3	0	PTT –03 CWTT- 01

2.2 No. of permanent faculty with Ph.D. 10

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	6	0	0	0	0	8	0	8	6

2.4 No. of Guest and Visiting faculty and Temporary faculty 27 8 35

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	Total
Attended	23	06	0	29
Presented papers	19	03	0	22
Resource Persons	0	02	0	02

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

The college plans and organizes the teaching-learning schedule by 1) preparing and displaying Academic Calendar to all the departments at the beginning of every academic year, 2) preparing teaching plan for every academic year, 3) preparing annual academic performance record, 4) conducting departmental meetings on distribution of syllabus, planning of tests, projects, field work and study tours etc. 5) by unitizing syllabus, 6) by conducting parent-teacher meeting

2.7 Total No. of actual teaching days during this academic year 253

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

01

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 12 00 00

2.10 Average percentage of attendance of students

79%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA (H) III YEAR	291	N.A.	20 (9.38%)	193 (90.61%)	N.A.	213 (73.20)
BA (G) III YEAR	387	N.A.	0	214 (100%)	N.A.	214 (55.29)
BSC (H)III YEAR	41	N.A.	17 (44.73%)	21 (55.26%)	N.A.	38 (92.68)
BSC (G)III YEAR	11	N.A.	3 (42.85%)	4 (57.14%)	N.A.	7 (63.63)
BCOM (H)III YR	35	N.A.	4 (12.50%)	28 (87.50%)	N.A.	32 (91.42)
BCOM (G) III YR	31	N.A.	0	20 (100%)	N.A.	20 (63.15)

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

Meeting of IQAC organized at the beginning of every academic year to discuss the following points:

Self appraisal of teachers

1. Feedback report from students on Teachers
2. Enhancing learning infrastructure
3. Academic Audit
4. Planning and implementation of teaching plan
5. Improvement in sports and cultural activities
6. Organization of seminars, conferences, lectures of eminent persons.
7. Different decisions are taken by relevant committees subject to the approval of the Governing Body. Periodical review is done by the IQAC and monitors accordingly to implement such decisions for the promotion of teaching and learning.
8. Motivating the departments for arranging guest and seminar lectures, organising National Seminars and Workshops

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	1
HRD programmes	5
Orientation programmes	0

Faculty exchange programme	5
Staff training conducted by the university	1
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	2
Others (Ph.D. Course work)	4

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	11	0	0
Technical Staff	3	4	0	0

Criterion – III

3. Research, Consultancy and Extension

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

- 1) The IQAC requests the college to felicitate the staff for their extra ordinary achievements
- 2) The IQAC encourages the staff to submit research proposals for minor/major research projects to UGC/ICSSR and other academic funding agencies and request the college authority to grant study leave and duty leave to the staff as per their requirement.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	2	0	2
Outlay in Rs. Lakhs	410000.00	340000.00	32500.00	2

3.4 Details on research publications

	International	National	Others
Peer Review Journals	1	12	0
Non-Peer Review Journals	0	5	0
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications: Not available

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	0		0	0
Minor Projects	2	UGC	340000	240000
Interdisciplinary Projects	0		0	0
Industry sponsored	0		0	0
Projects sponsored by the University/ College	0		0	0
Students research projects <i>(other than compulsory by the University)</i>	0		0	0
Any other(Specify)	0		0	0
Total	2		340000	240000

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0		0	0
Sponsoring agencies	0	0		0	0

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

3.13 No. of collaborations: International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	0	0	0	0	0	00

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="1"/>	International level	<input type="text" value="0"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="0"/>		
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="7"/>	Any other	<input type="text" value="0"/>

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

- This year two NSS units of the college selected two villages near the college and undertook extension activities including the repairing of the kaccha road of the village, clearing the drainage system, making the villagers aware about some water-borne diseases.
- The institution bears the social responsibility in informal way by participating in various social functions.

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	3.74 ACRE	0	0	3.74 ACRE
Class rooms	18	0	UGC and STATE GOVT.	18
Laboratories	7	0	UGC, STATE GOVT., COLLEGE FUND	7
Seminar Halls	0	0	0	0
No. of important equipments purchased (1-0 lakh) during the current year.	02	0	UGC	02
Value of the equipment purchased during the year (Rs. in Lakhs)	1726809.00	421434.00	College fund	2,148,243.00
Others	0	0		0

4.2 Computerization of administration and library

Fully computerised administration and library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26823	NA	128	71790.00	26951	NA
Reference Books	218	NA	0	0	218	NA
e-Books	0	0	0	0	0	0
Journals(Subscription)	9	NA	3	NA	12	NA
Magazine(Subscription)	19	0	0	0	19	NA
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Others - Consortium Subscription	1	NA	1	5750	1	NA

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	70	01	14	22	01	07	04	0
Added	00	00	00	00	00	00	00	0
Total	70	01	14	22	01	07	04	0

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

Arranged one Programme

4.6 Amount spent on maintenance in lakhs :

i) ICT	71518.00
ii) Campus Infrastructure and facilities	230686.00
iii) Equipments	421434.00
iv) Others	207239.00
Total :	930877.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The college prospectus contains the information regarding 1) the mission of the college, 2) the courses available, 3) the rules and regulations, 4) indoor and outdoor games facilities, 5) library facility, 6) list of staff, 7) grievance redressal cell, 8) student welfare schemes, 9) fee structure, etc. 10) In addition to informal interactions, the IQAC conducts formal interaction programmes with the staff.

5.2 Efforts made by the institution for tracking the progression

There are various committees through which the college regularly tracks student progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2774	0	0	0

(b) No. of students outside the state

0

(c) No. of international students

0

Men

No	%
1879	67.73

Women

No	%
995	35.86

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1296	899	30	549	13	2787	1230	1054	40	450	0	2774

Demand ratio 10:1

Dropout 7% (approx)

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

Students from socially and economically weaker section of the society are encouraged by the college to join the Entry Level Coaching Programme.

No. of students beneficiaries

No definite feedback

5.5 No. of students qualified in these examinations

NET	0	SET/SLET	4	GATE	X	CAT	X
IAS/IPS etc	X	State PSC	X	UPSC	X	Others	

5.6 Details of student counselling and career guidance

Admission of students in the college is made purely on the basis of merit. However, various counselling services including academic, personal, are provided for the benefit of the students.

No. of students benefitted

About 1700

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
2	0	0	05

5.8 Details of gender sensitization programmes

No formal programmes have been arranged but through NSS and Women's Studies (COP) some classes and talks have been organised.

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	289	123550.00
Financial support from government	All SC, ST, OBC and Minority Students	Not available
Financial support from other sources	Some meritorious students and Bidi Shramik	Not available
Number of students who received International/ National recognitions	0	0

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: 1) recruitment of faculty, 2) construction of three buildings 3) pure drinking water, 4) betterment of the canteen, 5) renovation of garden 6) construction of open theatre (ongoing).

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Vision: To carry the light of Higher Education within the Reach of all and to Empower the Marginal People to be the Part of National Development as Embedded in Logo of the College

Our Mission:

- To Impart Sound and Meaningful Higher Education to the Students
- To Expand the Facility of Higher Education to all Eligible Students of the Society
- To help them Achieve Successful Professional Career
- To Expand the Horizon of Education through Introduction of New Subjects Based
- To Promote and encourage the achievement and to work for advancement of the knowledge of different subjects on the demand of society.
- To empower the student to be self-reliant and to achieve excellence so that they can derive the benefit of national development.
- To help them to become ideal and responsible citizens of the country.
- To produce intellectually sound, morally upright socially concerned students to be of service to the nation.
- To help the aged sick and needy teachers, students and employees.

6.2 Does the Institution has a management Information System

Yes

The Governing Body puts forth the plans and policies suggested by its members in the meetings. The best possible outputs are planned and recommended for further action through the Principal and Heads of Departments. After the completion of the plan the Principal submits his reports to the Governing Body.

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

6.3.1 Curriculum Development

Being the affiliated college of a University, the institution has hardly any scope of curriculum development. However, the BOS members directly and other teachers indirectly do contribute in curriculum development.

6.3.2 Teaching and Learning

Building up of infrastructure, appointment of more teachers, purchase of books, encouraging teachers to attend seminars and workshops, submit major/minor research projects, acquiring higher degrees.

6.3.3 Examination and Evaluation

Introduction of Choice Based Credit System.

6.3.4 Research and Development

The college encourages the faculty members to attend seminars and workshops, submit major/minor research projects, acquiring higher degrees. Majority of the teachers are involved regularly in research and seminar/conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college regularly purchases book, computers, instruments for physical education and science labs for the benefit of the students. The college also subscribed the BSNL Broadband connection with wifi facility along with VPNN connection.

6.3.6 Human Resource Management

As per the guidance of the Governing Body of the college, the Principal has the responsibility of Human Resource Management. The existing State Govt. and UGC norms are followed in this respect.

6.3.7 Faculty and Staff recruitment

The college authority made regular requisition to the Government for the appointment of permanent teachers. To solve the immediate problem of shortage of teachers and staff the college recruits Guest Lecturers and staff on purely temporary basis. Permanent faculty is recruited centrally by the West Bengal College Service Commission and permanent non-teaching staff is recruited by the College Governing Body.

6.3.8 Industry Interaction / Collaboration

The BBA Department regularly interacts with the industries and firms and the industries/firms cooperate in this respect.

6.3.9 Admission of Students

Admission is completely through online method. Students apply through online, merit list is published online, students are intimated through SMS also and students deposit admission fees through online and also through bank. Transparent Admission process based on merit and reservation policies of the Government. Admission rules and process are widely circulated through notices, flex and college website. To attract the students of BBA, special advertisement campaign is undertaken in the district.

6.4 Welfare schemes for

Teaching	1
Non teaching	1
Students	4+ 4 (Govt)

6.5 Total corpus fund generated

0.00

6.6 Whether annual financial audit has been done

Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	Cooch Behar Panchanan Barma University and State Govt.	YES	Governing Body and IQAC
Administrative	YES	Cooch Behar Panchanan Barma University and State Govt.	YES	Governing Body

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?

Regular reform measures are taken by the affiliating University as and when situation demands

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

No such efforts have been taken by the affiliating University.

6.11 Activities and support from the Alumni Association

Regular contact between the college and the alumni is maintained. The association extends full support whenever the college needs. They take part in all co-curricular activities undertaken by the College or the Students' Union

6.12 Activities and support from the Parent – Teacher Association

Suggestions stemmed from Parent-Teacher meetings are implemented as far as possible. Parents take interest in inspiring teaching-learning environment of the college.

6.13 Development programmes for support staff

The support staff is benefitted from the existing college co-operative society. All staff including the members of the Governing Body of the college physically and financially share the responsibility of any staff in need.

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

The college takes initiative for plantation and upgradation of the playground. The college garden is well maintained. Special emphasis is given by the authority on cleanliness and sweeping of the college campus. College NSS Unit and the Students' Union are also very much active in maintaining the college campus eco-friendly.

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 following innovations have been introduced during this academic year: 1. Free Wi-Fi facilities. 2. Complete automation of college library, 3. Academic audit initiated by the Governing Body.

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

Regular correspondence were made by the college authority to the authorities concerned regarding the introduction of Honours courses in Education, PG courses in Geography, Bengali, History and Commerce as well as recruitment of more faculties and non-teaching staff. Opening of NCC is one of our prime targets. For full computerisation of the library, a special drive was undertaken by the college. For organising seminars, workshops and publication of journals, books teachers are encouraged by the college authority from time to time.

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

Two best practices of the institution are 1. Provision of free studentship for approximately 12% of the regular students and 2. Except university examination, one test examination and one unit test in addition to periodical class test and surprise test have been conducted by the college.

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

7.4 Contribution to environmental awareness / protection

Environmental awareness and protection were made through regular activities and special camps of the NSS and also through the college administration in collaboration with the students. Greenery of the college campus is maintained and protected by the college community as a whole. Every year some saplings are planted.

7.5 Whether environmental audit was conducted? Yes No

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

This is the only college in the district which offers Arts, Science, Commerce and Management Course to the students. Demand ratio is 1: 4.5. Supporting administration, dedicated teaching and non-teaching staff, strong sense of belongingness by all the members of the college, enough scope for development and upgradation in every sphere related to teaching-learning and other activities make strong point for the college.

The first NAAC accreditation has helped us a great deal in developing all round upliftment of the college.

Teacher-student ratio is our weakness at present. But in future we will be able to improve the condition. Some reformative measures in teaching-learning process and governance also have to be initiated for future improvement of our college. Our ultimate aim is to make the college the Centre for Excellence and achieve autonomy.

8. Plans of institution for next year


Plans chalked out for next year are 1. Introduction of P.G. in Geography. 2. Recruitment of more faculty and non-teaching staff, 3. To start NCC, 4. To construct more buildings for class room, 5. Improvement of garden 6. To organise seminars/conferences, 7. To encourage publication of research articles by the faculty in referred journals, 8. To publish e-journals by the college, 9. To organise anti-drug campaigns, 10. To encourage literary activities, 11. Participation in Youth Parliament, 12. Community upliftment programmes


Name **Dr. Mridul Ghosh**

Signature of the Coordinator, IQAC

Co-ordinator
IQAC
Cooch Behar College
Cooch Behar

Submission of AQAR of Cooch Behar College (3rd Cycle)


Name **Dr. Pankaj Kumar Debnath**

Signature of the Chairperson, IQAC

Principal
COOCHBEHAR COLLEGE
COOCHBEHAR

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Annexure—1

**COOCH BEHAR COLLEGE
ACADEMIC CALENDAR
ACADEMIC SESSION 2017-18(1ST JULY 2017- 30TH JUNE 2018)**

JULY 2017		
DATE	DAY	EVENTS
1	Saturday	Holiday (Dr. Bidhan Chandra Roy birthday)
2	Sunday	College Closed
3	Monday	Regular class.
4	Tuesday	Regular class.
5	Wednesday	Few Teachers participated in CBCS system preparatory workshop attended.
6	Thursday	Admission started.
7	Friday	Regular class.
8	Saturday	Regular class.
9	Sunday	College Closed
10	Monday	Regular class.
11	Tuesday	Regular class.
12	Wednesday	Regular class.
13	Thursday	Regular class.
14	Friday	Regular class.
15	Saturday	Regular class.
16	Sunday	College Closed
17	Monday	Regular class.
18	Tuesday	Regular class.
19	Wednesday	Regular class.
20	Thursday	Regular class.
21	Friday	Regular class.
22	Saturday	Regular class.
23	Sunday	College Closed
24	Monday	Regular class.
25	Tuesday	Commencement of CBCS 1st semester Hons class
26	Wednesday	Regular class.
27	Thursday	Regular class.
28	Friday	Regular class.
29	Saturday	Regular class.
30	Sunday	College Closed
31	Monday	Regular class.
AUGUST 2017		
DATE	DAY	EVENTS
1	Tuesday	Regular class.
2	Wednesday	Regular class.
3	Thursday	Regular class.
4	Friday	Regular class.
5	Saturday	Regular class.
6	Sunday	College Closed
7	Monday	Regular class.
8	Tuesday	Regular class.
9	Wednesday	Regular class.
10	Thursday	Commencement of CBCS 1st semester Programme course class.
11	Friday	Regular class.

12	Saturday	Regular class.
13	Sunday	College Closed
14	Monday	Regular class.
15	Tuesday	Regular class.
16	Wednesday	Regular class.
17	Thursday	Regular class.
18	Friday	Regular class.
19	Saturday	Regular class.
20	Sunday	College Closed
21	Monday	Regular class.
22	Tuesday	Regular class.
23	Wednesday	Regular class.
24	Thursday	Regular class.
25	Friday	
26	Saturday	Regular class.
27	Sunday	College Closed
28	Monday	Regular class.
29	Tuesday	Regular class.
30	Wednesday	Regular class.
31	Thursday	Regular class.
SEPTEMBER 2017		
DATE	DAY	EVENTS
1	Friday	Regular class.
2	Saturday	Regular class.
3	Sunday	College Closed
4	Monday	Regular class.
5	Tuesday	Regular class.
6	Wednesday	Regular class.
7	Thursday	Regular class.
8	Friday	Regular class.
9	Saturday	Regular class.
10	Sunday	College Closed
11	Monday	Regular class.
12	Tuesday	Regular class.
13	Wednesday	Regular class.
14	Thursday	Regular class.
15	Friday	Fresher's Welcome programme held.
16	Saturday	Fresher's Welcome programme held.
17	Sunday	College Closed
18	Monday	Regular class.
19	Tuesday	Regular class.
20	Wednesday	Regular class.
21	Thursday	Regular class.
22	Friday	Regular class.
23	Saturday	Regular class.
24	Sunday	College Closed
25	Monday	Holiday as per principal's discretionary.
26	Tuesday	PUJA VACATION FROM 26/09/17 to 25/10/17
27	Wednesday	
28	Thursday	
29	Friday	
30	Saturday	
OCTOBER 2017		
DATE	DAY	EVENTS
1	Sunday	College Closed
2	Monday	Gandhi birthday. (Holiday)

3	Tuesday	PUJA VACATION
4	Wednesday	
5	Thursday	
6	Friday	
7	Saturday	
8	Sunday	College Closed
9	Monday	PUJA VACATION
10	Tuesday	
11	Wednesday	Normal Office work done regular class suspended.
12	Thursday	Normal Office work done regular class suspended.
13	Friday	Normal Office work done regular class suspended.
14	Saturday	Normal Office work done regular class suspended.
15	Sunday	College Closed
16	Monday	PUJA VACATION
17	Tuesday	
18	Wednesday	Normal Office work done regular class suspended.
19	Thursday	PUJA VACATION
20	Friday	
21	Saturday	
22	Sunday	College Closed
23	Monday	
24	Tuesday	
25	Wednesday	
26	Thursday	Normal class started after vacation.
27	Friday	Holiday
28	Saturday	Normal class
29	Sunday	College Closed
30	Monday	Normal class
31	Tuesday	Normal class
NOVEMBER 2017		
DATE	DAY	EVENTS
1	Wednesday	Regular class.
2	Thursday	Regular class.
3	Friday	Regular class.
4	Saturday	Holiday
5	Sunday	College Closed
6	Monday	Regular class.
7	Tuesday	Regular class.
8	Wednesday	Regular class.
9	Thursday	Regular class.
10	Friday	Regular class.
11	Saturday	Regular class.
12	Sunday	College Closed
13	Monday	Regular class.
14	Tuesday	Regular class.
15	Wednesday	Regular class.
16	Thursday	College foundation day celebration.
17	Friday	Regular class.
18	Saturday	Regular class.
19	Sunday	College Closed
20	Monday	Regular class.
21	Tuesday	Regular class.
22	Wednesday	Regular class.
23	Thursday	Carrere counselling programme organised by IQAC
24	Friday	Nature study and adventure camp held at Buxa forte by the students of geography 24/11/17 to 26/11/17
25	Saturday	Regular class.

26	Sunday	College Closed
27	Monday	Regular class.
28	Tuesday	Regular class.
29	Wednesday	Regular class.
30	Thursday	Regular class.
DECEMBER 2017		
DATE	DAY	EVENTS
1	Friday	Regular class.
2	Saturday	Holiday
3	Sunday	College Closed
4	Monday	Regular class.
5	Tuesday	Regular class.
6	Wednesday	Normal class held & felicitation programme held on seminar hall at 2.30 pm.
7	Thursday	Regular class.
8	Friday	Regular class.
9	Saturday	Regular class.
10	Sunday	College Closed
11	Monday	Regular class.
12	Tuesday	Regular class.
13	Wednesday	Regular class.
14	Thursday	Regular class.
15	Friday	Regular class.
16	Saturday	Regular class.
17	Sunday	College Closed
18	Monday	Regular class.
19	Tuesday	Regular class.
20	Wednesday	Regular class.
21	Thursday	Regular class.
22	Friday	College Annual sports meet held.
23	Saturday	College social programme.
24	Sunday	College Closed
25	Monday	Holiday
26	Tuesday	Class suspended for winter recess.
27	Wednesday	Class suspended for winter recess.
28	Thursday	Class suspended for winter recess.
29	Friday	Class suspended for winter recess.
30	Saturday	Class suspended for winter recess.
31	Sunday	College Closed
JANUARY 2018		
DATE	DAY	EVENTS
1	Monday	New Year day
2	Tuesday	B.A. B.Sc. B.Com Normal class started.
3	Wednesday	Normal class
4	Thursday	Normal class
5	Friday	Normal class
6	Saturday	Normal class
7	Sunday	College Closed
8	Monday	Normal class and continuous internal evaluation started in various departments.
9	Tuesday	Normal class and continuous internal evaluation
10	Wednesday	Normal class and continuous internal evaluation
11	Thursday	Normal class and continuous internal evaluation
12	Friday	Normal class and continuous internal evaluation
13	Saturday	Normal class and continuous internal evaluation
14	Sunday	College Closed
15	Monday	Study leave for CBCS 1st semester student and yearly students regular class held.
16	Tuesday	Study leave for CBCS 1st semester student and yearly students regular class held.

17	Wednesday	Study leave for CBCS 1st semester student and yearly students regular class held.
18	Thursday	Study leave for CBCS 1st semester student and yearly students regular class held.
19	Friday	Study leave for CBCS 1st semester student and yearly students regular class held.
20	Saturday	Study leave for CBCS 1st semester student and yearly students regular class held.
21	Sunday	College Closed
22	Monday	Study leave for CBCS 1st semester student and yearly students regular class held.
23	Tuesday	Netaji Birth day Celebration.
24	Wednesday	Study leave for CBCS 1st semester student and yearly students regular class held.
25	Thursday	CBCS 1st semester B.A., B. Sc, B.Com University examination started.
26	Friday	Republic days programme held.
27	Saturday	CBCS 1st semester B.A., B. Sc, B.Com University examination held.
28	Sunday	College Closed
29	Monday	CBCS 1st semester B.A., B. Sc, B.Com University examination held.
30	Tuesday	CBCS 1st semester B.A., B. Sc, B.Com University examination held.
31	Wednesday	CBCS 1st semester B.A., B. Sc, B.Com University examination finished.
FEBRUARY 2018		
DATE	DAY	EVENTS
1	Thursday	CBCS 2nd semester class started.
2	Friday	Regular class.
3	Saturday	Regular class.
4	Sunday	College Closed
5	Monday	Regular class.
6	Tuesday	Regular class.
7	Wednesday	Regular class.
8	Thursday	Regular class.
9	Friday	Regular class.
10	Saturday	Regular class.
11	Sunday	College Closed
12	Monday	Regular class.
13	Tuesday	Regular class.
14	Wednesday	Holiday
15	Thursday	"save life safe life" programme arranged by IQAC with the help of Cooch Behar Traffic Police.
16	Friday	Regular class.
17	Saturday	Regular class.
18	Sunday	College Closed
19	Monday	Regular class continuing
20	Tuesday	Regular class continuing
21	Wednesday	International mother language day celebration.
22	Thursday	CBPBU Inter college Sports (kho-kho) arranged by College.
23	Friday	CBPBU Inter college Sports(table tennis) meet held.
24	Saturday	Regular class continuing
25	Sunday	College Closed
26	Monday	Regular class continuing
27	Tuesday	Regular class continuing
28	Wednesday	Regular class continuing and BBA/BBM/COP 1st, 3rd, 5th, semester university exam held.
MARCH 2018		
DATE	DAY	EVENTS
1	Monday	Holiday
2	Tuesday	Holiday
3	Wednesday	Regular class continuing and BBA/BBM/COP 1st, 3rd, 5th, semester university exam held.
4	Sunday	College Closed
5	Monday	COP Diploma Course Exam/ BBA & BBM Exam. UG CBPBU EXAM FORM FILL UP (EXTENTION) DATE
6	Tuesday	COP Diploma Course Exam/ BBA Exam. UG CBPBU EXAM FORM Deposit in CBPBU.
7	Wednesday	COP Diploma Course Exam/ BBA Exam/ BBM Exam

8	Thursday	COP Diploma Course Exam/ BBA Exam, BBM Exam/ NSS Unit - II Annual Special Camp at Mahesh Prathamik Vidyalaya, Chak Chaka, Cooch Behar./1st Year Fees Collection
9	Friday	BBA Exam/ NSS Unit - I Annual Special Camp at Aamashudas High School, Jhinaidanga, Cooch Behar./1st Year Fees Collection/ NSS Unit - II Annual Special Camp at Mahesh Prathamik Vidyalaya, Chak Chaka, Cooch Behar.
10	Saturday	BBA Exam/ NSS Unit - I Annual Special Camp at Aamashudas High School/ NSS Unit - II Annual Special Camp at Mahesh Prathamik Vidyalaya, Chak Chaka, Cooch Behar.
11	Sunday	College Closed
12	Monday	BBA Exam/ 1st Year Fees Collection/ NSS Unit - I Annual Special Camp at Aamashudas High School/1st Year Fees Collection/ NSS Unit - II Annual Special Camp at Mahesh Prathamik Vidyalaya, Chak Chaka, Cooch Behar.
13	Tuesday	1st Year Fees Collection/ NSS Unit - I Annual Special Camp at Aamashudas High School/1st Year Fees Collection/ NSS Unit - II Annual Special Camp at Mahesh Prathamik Vidyalaya, Chak Chaka, Cooch Behar.
14	Wednesday	NSS Unit - I Annual Special Camp at Aamashudas High School/1st Year Fees Collection/ NSS Unit - II Annual Special Camp at Mahesh Prathamik Vidyalaya, Chak Chaka, Cooch Behar Ended.
15	Thursday	NSS Unit - I Annual Special Camp at Aamashudas High School Ended/1st Year Fees Collection
16	Friday	1st Year Fees Collection/CSCS 1 Sem Result Published
17	Saturday	CSCB 1 Sem Mark sheet Distribution start.
18	Sunday	College Closed
19	Monday	1st Year Fees Collection
20	Tuesday	1st Year Fees Collection/Workshop on Disaster Management organised by Cooch Behar College Nature & Adventure Club.
21	Wednesday	Regular class
22	Thursday	Amiya bhushan 100 years celebration programme org. by Dept. of Bengali/CBCS 1st SEM PPR/PPS
23	Friday	CBCS 1st SEM PPR/PPS
24	Saturday	CBCS 1st SEM PPR/PPS
25	Sunday	College Closed
26	Monday	CBCS 1st SEM PPR/PPS(With Fine)/COP & BBM Result Published
27	Tuesday	CBCS 1st SEM PPR/PPS(With Fine)
28	Wednesday	CBCS 1st SEM PPR/PPS(With Fine)
29	Thursday	Regular class.
30	Friday	Holiday
31	Saturday	Regular class.
APRIL 2018		
DATE	DAY	EVENTS
1	Sunday	College Closed
2	Monday	CBPBU & NBU UG Exam Start.
3	Tuesday	CBPBU & NBU UG Exam continuing.
4	Wednesday	CBPBU & NBU UG Exam continuing./CBCS 1st SEM PPR/PPS(With Fine)
5	Thursday	CBPBU & NBU UG Exam continuing./CBCS 1st SEM PPR/PPS(With Fine)
6	Friday	CBPBU & NBU UG Exam continuing./CBCS 1st SEM PPR/PPS(With Fine)
7	Saturday	CBPBU & NBU UG Exam continuing.
8	Sunday	College Closed
9	Monday	CBPBU & NBU UG Exam continuing.
10	Tuesday	CBPBU & NBU UG Exam continuing.
11	Wednesday	CBPBU & NBU UG Exam continuing.
12	Thursday	CBPBU & NBU UG Exam continuing.
13	Friday	CBPBU & NBU UG Exam continuing.
14	Saturday	CBPBU & NBU UG Exam continuing.
15	Sunday	College Closed
16	Monday	CBPBU & NBU UG Exam continuing.
17	Tuesday	CBPBU & NBU UG Exam continuing.
18	Wednesday	CBPBU & NBU UG Exam continuing.
19	Thursday	CBPBU & NBU UG Exam continuing.

20	Friday	CBPBU & NBU UG Exam continuing.
21	Saturday	CBCS 2nd semester Hons & Programme course class started.
22	Sunday	College Closed
23	Monday	CBPBU & NBU UG Exam continuing.
24	Tuesday	CBPBU & NBU UG Exam continuing.
25	Wednesday	CBPBU & NBU UG Exam continuing.
26	Thursday	CBPBU & NBU UG Exam continuing.
27	Friday	Regular class.
28	Saturday	Blood donation camp arranged by NSS Unit -I & II
29	Sunday	College Closed
30	Monday	Regular class.

MAY 2018		
DATE	DAY	EVENTS
1	Tuesday	Regular class.
2	Wednesday	Regular class.
3	Thursday	Regular class.
4	Friday	Regular class.
5	Saturday	Regular class.
6	Sunday	College Closed
7	Monday	Regular class.
8	Tuesday	Regular class.
9	Wednesday	Holiday
10	Thursday	Regular class.
11	Friday	Regular class.
12	Saturday	College closed due to Panchayet election. Requisit by E.R.O. /D.M.
13	Sunday	College Closed
14	Monday	College closed due to Panchayet election. Requisit by E.R.O. /D.M.
15	Tuesday	College closed due to Panchayet election. Requisit by E.R.O. /D.M.
16	Wednesday	College closed due to Panchayet election. Requisit by E.R.O. /D.M.
17	Thursday	College closed due to Panchayet election. Requisit by E.R.O. /D.M.
18	Friday	Regular class.
19	Saturday	Regular class.
20	Sunday	College Closed
21	Monday	1st Year CBCS Fees Collection / BBA 2nd,3rd,4th,5th SEM Admission(Regular)
22	Tuesday	1st Year CBCS Fees Collection / BBA 2nd,3rd,4th,5th SEM Admission (Regular)
23	Wednesday	1st Year CBCS Fees Collection / BBA 2nd,3rd,4th,5th SEM Admission(Regular)
24	Thursday	BBA 2nd,3rd,4th,5th SEM Admission (Casual)
25	Friday	Regular class.
26	Saturday	Regular class.
27	Sunday	College Closed
28	Monday	Regular class.
29	Tuesday	Regular class.
30	Wednesday	BBA 1st, 3rd & 5th SEM PPR/PPS
31	Thursday	BBA 1st, 3rd & 5th SEM PPR/PPS

JUNE 2018		
DATE	DAY	EVENTS
1	Friday	BBA 1st, 3rd & 5th SEM PPR/PPS
2	Saturday	BBA 1st, 3rd & 5th SEM PPR/PPS
3	Sunday	College Closed
4	Monday	Regular class.
5	Tuesday	Regular class.
6	Wednesday	Regular class.
7	Thursday	Regular class.

8	Friday	Regular class.
9	Saturday	Regular class.
10	Sunday	College Closed
11	Monday	Regular class.
12	Tuesday	Regular class.
13	Wednesday	Regular class.
14	Thursday	Regular class.
15	Friday	Regular class.
16	Saturday	Regular class.
17	Sunday	College Closed
18	Monday	Regular class.
19	Tuesday	Regular class.
20	Wednesday	Regular class.
21	Thursday	Regular class.
22	Friday	Regular class.
23	Saturday	Regular class.
24	Sunday	College Closed
25	Monday	Regular class.
26	Tuesday	Regular class.
27	Wednesday	Regular class.
28	Thursday	Regular class.
29	Friday	U G university exam (I+1+1) completed.
30	Saturday	Regular class.