Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**TURKU HANSDA LAPSA HEMRAM MAHAVIDYALAY**
Name of the head of the Institution	**DR SUMAN MUKHERJEE**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**919434582845**
Mobile no.	**9126115159**
Registered Email	**thlhmahavidyalay@gmail.com**
Alternate Email	**tlmprincipal@gmail.com**
Address	**Village- Madian, Post Office- Gonpur, Police Station- Mallarpur, Block- Mayureswar-I, District- Birbhum**
City/Town	**Mallarpur**
State/UT	**West Bengal**
Pincode	**731216**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**DR SK NUR UPSAR**
Phone no/Alternate Phone no.	**919064862907**
Mobile no.	**9434513579**
Registered Email	**thlhmahavidyalay@gmail.com**
Alternate Email	**tlmprincipal@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.thlhmahavidyalay.ac.in/

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.thlhm.com/home/academic-calender/2016-2017

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.13**	**2016**	**05-Nov-2016**	**04-Nov-2021**

6. Date of Establishment of IQAC

01-Aug-2014

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Post NAAC Visit Analysis	**03-Oct-2016** **1**	**31**

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
DPI	INSTALLATION OF VIRTUAL CLASS ROOM	HED, GOVT. OF WB	2016 3	300000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

• IQAC prepares Academic calendar which the college follows • Various suggestions forwarded by the IQAC have been implemented • In arranging seminars, workshops IQAC plays important role. • All the works for NAAC preparation are guided by the IQAC • Assessed and Accredited by NAAC IN 2016

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Augmentation of Academic Infrastructure	In commensurate with quantitative expansion of programmes, we will

	augment our academic and physical infrastructure such as Central Library, classrooms, laboratories, Computing Laboratory, Interactive Language Laboratory, Gymkhana, Gymnasium, offices for N.S.S., N.C.C., etc.
Use of ICT in Teaching Learning System	We will increase the use of innovative teaching and learning resources like OHPs, LCDs, power point presentations, models, internet connections, smart classrooms, Interactive Language Laboratory, Computing Laboratory etc.
Organizations of Seminars and Workshops	Academicians, industrialists, subject experts from other institutions and universities were invited as resource persons and will make an effort to get acquainted with the emerging techniques and trends of the industries and subject matters.
Feedback from various stakeholders	We will have mechanism to obtain the feedback on curriculum, its scientific, systematic analysis and interpretation and we will enhance this for effective communication to concerned authorities for revision and restructuring of curriculum.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
GOVERNING BODY	20-Jul-2017

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2017**
Date of Submission	**27-Feb-2017**

17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Yes, Institution has MIS Software through which appropriate coordination among management, administration,**

teachers and students is done. Through MIS Unique identification number is generated for every student, which enables entire data related to her for all the three years. For examples, Students Admission, Icard generation, Fee receipts, generation of admission slip, Students List, etc. MIS maintains all students' records from admission to examination. Bona fide certificates, Character Certificates and Transfer Certificates, etc. are issued with the help of MIS. The MIS is used in the functioning of the college in respect of administrative process.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Being a general degree college affiliated to the University of Burdwan, Turku Hansda Lapsa Hemram Mahavidyalay follows the curricula designed and developed by the University of Burdwan in all academic years. The academic session of 2016- 2017 was the last year of the existing Annual mode of curriculum before the introduction of the Semester system in the CBCS pattern. Both the Honours and the General Courses followed the 3 Years (1+1+1) structure of the existing Curriculum in which the students took a 100marks written examination at the end of each academic year. The Institution had just completed its first cycle of NAAC in 2016 with a fair chance of bringing much improvement in the future through better planning and execution. The College functioned smoothly through the implementation of an efficient curriculum in the following manner: *An Academic Calendar is prepared by the IQAC at the beginning of the session in order to chalk out the major planned activities of the year. The University Academic Calendar is considered as the model in the preparation of the College Academic Year as well. *As far as the planning of the educational curriculum was concerned, the Course Structure and Syllabus were provided by the University like all previous Academic years. There were no major changes brought in the Courses offered by the University to the affiliated Colleges and like the previous academic sessions, all the departments of the College engaged in performingthe usual method of preparing their departmental Syllabus distribution which was distributed among the respective departmental teachers. *In order to make the whole process effective, the Central Routine Committee prepared a modified College Time Table for the smooth functioning of Classes in collaboration with the IQAC and distributed it among the Departmental Heads to prepare their Departmental Time Table. All the teachers of the respective departments had a selective number of classes to complete the syllabus within the scheduled time before the commencement of the Final examinations. *The syllabus distribution and departmental timetables were displayed on the notice boards to make them readily available for all the students. They are also uploaded to the websites and circulated over the virtual platform. Teachers made use of the Library in order to prepare study materials that could be shared in both physical and virtual platforms so that the students could get more involved in their learning process. *The IQAC regularly met with the departmental heads and the Routine Committee to monitor the overall progress.

The Departmental teachers also made whole-hearted efforts to reach out to the students and address the particular issues regarding the outcomes of the Teaching and Learning Process.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NA	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	NA	Nill
BSc	NA	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	NA	Nill
BSc	NA	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	21	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Nill	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Field survey report program by the department of geography	13
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
It was indeed very important to develop a proper Feedback system for surveying and analysing the overall performance of the college in this academic session. Feedback forms were developed to receive feedbacks from the five kinds of stakeholders i.e. Students, Teachers, Employers, Alumni, and Parents. The College authority had entrusted the IQAC and the Documentation Cell of the College with the work of preparing Feedback forms for obtaining feedbacks from all the above-mentioned stakeholders which has been done with great expertise and capacity. The Feedback forms for Students consisted of criteria like their reasons for choosing this College and the score was derived from the ratings as achieved in the various quality indicating points about the overall performance of the College like the system of admission, functioning of the Library, and availability of Canteen facilities etc. Performance indicators for Teachers, Principal, and a complaint as well as a suggestion box have also been provided to be filled by the students of the College. Similarly, the Feedback forms for the other four stakeholders were also prepared and shared by the IQAC and Documentation Cell through mass circulation in several meetings and programs. The Feedback data attained from the Faculties of the College pointed towards the various progressive aspects as well as chalked out the areas which would require further effort in the implementation of the developing aspects of the College. Special attention was given to the Feedback Forms for the Parents and Alumni as well. The parents feedback data provided a greater insight into issues such as college campus atmosphere, quality of teaching, discipline in the college, sanitation and drinking water system etc. A close analysis of the Feedback obtained from all five stakeholders in the academic year 2016- 2017 showed the various grievances regarding all aspects of the academic and administrative functioning of the College. Verbal feedback and grievances which could not be documented were however not excluded at all as this gave the administration of the College an instant opportunity to verify the existing system of the College. The data acquired from the Alumni has been immensely helpful in creating a comparison between the condition of the previous years and the existing model of working at the College. The Principal, the IQAC, the various sub- committees, all the departmental teachers, and the non-teaching staff were informed about the grievances so that the possibility for further improvement can be kept in mind. The feedback system is an integral part of the College and modifications were made according to them.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	B.A (Hons) Bengali	60	250	56
BA	B.A (Hons) English	46	225	46
BA	B.A (Hons) Sanskrit	40	251	27
BA	B.A (Hons) Santali	40	50	25
BA	B.A (Hons)	31	310	23

	Geography			
BA	B.A (Hons) History	54	152	37
BSc	BSc (Hons) Mathematics	40	85	7
BA	B.A. Pass Course	790	1412	724
BSc	B.Sc. Pass Course	15	82	11
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	979	0	12	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
45	20	28	2	2	2
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

This academic year was the last year of the annual mode of curriculum and the College had an already existing well organized system of mentoring for the students both inside and outside the classrooms through an active and introspective role performed by the teachers and non teaching staff members of the College. The following measures were adopted in this academic year: The students were introduced into a disciplined yet liberated nature friendly atmosphere inside the College premises from their first day to inculcate responsibility and sensibility among them. They began their journey under the guidance of the Admission Committee comprising of Teachers and the non- Teaching staff members of the College. The newly admitted students were made to go through one or two orientation programs conducted by the IQAC Co-ordinator along with the Head of the Institution in order to guide them through the course. It helped them in choosing the best combination subjects for their Graduation and also acquainted them with the Student friendly attitude of the College. The students were also mentored about their responsibilities towards the College by the respective departmental and subject teachers in formal introductory sessions even before the commencement of the classes. Class representatives were chosen from amongst them and they were also introduced with the senior batches of the College. On commencement of the Classes the Teachers guided them with the Syllabus, Class Routine and the Academic Calendar as well. They were also informed about the depth of the syllabus. Special care was given to the cause of differently- able section of students taking admission in the College. Syllabus oriented Power Point Presentations were used by teachers while teaching for better demonstration of the topic concerned in each Semesters. The Gender Cell of the College comprising of few teachers and other representatives played a very positive role in mentoring the students about sensitive issues like sexual harassment, molestation or similar kind of tensions arising from any kind of exploitation among the students within the College premises. Students were encouraged to take part in several cultural and extra- curricular activities throughout the year in various

programs. They were mentored by the teachers of the Cultural Committee to develop their talents in particular areas so that they could become skilled enough with those before leaving the College. The Sports Committee along with the Physical Education department mentored over students interested and thus capable of doing good in Sports. These students became the representatives of the College in various Local, District and State Level programs in the next three years. The NSS teachers of the College performed their responsibility of guiding the enlisted students into various awareness related camps and socially uplifting activities to instil the spirit of Selfless Service towards the Community and Nation in all possible ways.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
979	12	1:82

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
17	12	5	4	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	NA	Nill	NA
2017	NA	Nill	NA

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BAH	3RD YEAR	08/04/2016	29/06/2016
BA	BAP	3RD YEAR	08/04/2016	17/08/2016
BSc	BSH	3RD YEAR	08/04/2016	29/06/2016
BSc	BSP	3RD YEAR	08/04/2016	08/08/2016

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Since the academic session of 2016- 2017 was the last year of the Annual mode of the UG curriculum, the system of internal evaluation consisted of Mock Tests, Class tests and student Seminar presentations conducted by the respective departments. The IQAC coordinator and the Secretary of the Teacher Council and a representative of the non Teaching Staff member assisted the teachers by providing the academic calendar during the commencement of the session. All the students were made to sit for Class Tests in the first half and the Mock Test in the second half of the year in order to prepare them for their Final Examination. Questions were prepared by the teachers for these tests and the process of evaluation was also completed within a fixed tenure. Apart from these, tests in Practical Paper subjects were conducted through

field works and Departmental teachers also made the students get involved in displaying their projects to the entire College annually. These reforms clarified the problem areas of each student and gave the subject teachers a significant amount of understanding of the progress of their students before the Final examination. Extra care was given to the weaker set of students in class to improve with their condition before The Final Examination of the University which was also successfully handled by the College in this academic year.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The College Academic Calendar was prepared by the IQAC in collaboration with the Admission Committee and also by following the model provided by the University of Burdwan. The College Academic Calendar consisted of details regarding the tentative schedules of each and every event that were supposed to take place in this academic year. Tentative dates were mentioned regarding the commencement of classes in each Semester, conducting of internal examinations after the completion of syllabus and before the beginning of the University Final Semester Examination, conducting of Mock Tests for the already existing batches of the Annual system, celebration of cultural events like Fresher's Welcome and Teacher's Day, College Annual Sports and many other similar academic, cultural and co- curricular activities. The academic calendar was provided to the students and teachers in order to familiarize them with the tentative schedule of the academic year's curriculum. It was followed by the Departments in order to make their own planning regarding educational trips, student seminars, submission of assignments, conducting of practical field works, departmental meetings etc. Any change in the schedule is informed to the students and teachers by the IQAC through notifications displayed centrally.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.thlhm.com/home/aqar-supporting-documents/1-1-1-po-pso-co

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	BNGH	37	32	95
BA	BA	ENGH	14	10	71.43
BA	BA	SNSH	7	2	28.57
BA	BA	SNTH	8	6	75
BA	BA	GEOH	13	10	76.92
BA	BA	HISH	22	14	63.64
BSc	BSc	MTMH	10	3	30
BSC	BSc	BSP	5	1	20
BA	BA	BAP	227	78	34
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2.7 – Student Satisfaction Survey

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	NA	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nill	NA

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NA	NA	NA

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Mathematics	2	3.22
International	English	1	0.14
International	Geography	1	0

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Mathematics	1
History	3
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Effects of thermal conductivity and Joule heating of Power-law nanofluids on heat and mass transfer over a plate in porous medium	Sewli Chatterjee	Journal of Nanofluids	2017	5	THLH Mahavidyalay	5
MHD Three-Dimensional Nanofluid Flow on a Vertical Stretching Surface with Heat Generation /Absorption and Thermal Radiation	Sewli Chatterjee	Journal of Nanofluids	2017	20	THLH Mahavidyalay	20
Julius Caesar and Richard II: Appropriating the Past to the Present in Shakespeares Plays	Kyamalia Bairagya	Yearly Shakespeare	2017	40	THLH Mahavidyalay	40
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional

Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
Effects of thermal conductivity and Joule heating of Power-law nanofluids on heat and mass transfer over a plate in porous medium	Sewli Chatterjee	Journal of Nanofluids	2017	26	5	THLH Mahavidyalay
MHD Three-Dimensional Nanofluid Flow on a Vertical Stretching Surface with Heat Generation/Absorption and Thermal Radiation	Sewli Chatterjee	Journal of Nanofluids	2017	26	20	THLH Mahavidyalay
Julius Caesar and Richard II: Appropriating the Past to the Present in Shakespeares Plays	Kyamalia Bairagya	Yearly Shakespeare	2017	11	40	THLH Mahavidyalay
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	1	0
Presented papers	2	7	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Biodiversity And Environmental law	NSS	5	100
Blood donation awareness camp	NSS	5	80
Human rights Day	NSS	5	58
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NA	NA	NA	0	0
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Special Lecture on VEDA: THE INDIAN HERITAGE under Jyotirgamaya Prabhasana Lecture Series	90	College fund	1
Jyotirgamaya Prabhasana Lecture Seriesof "Students seminar"	27	College fund	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nill	Nill	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year				
Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Mallarpur Naisuva NGO	10/09/2016	• To impart Free coaching at nearby Metaldanga tribal villagefor the benefit of backward community • To work for recycle of bio waste for preventing pollution in the locality	12
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
10.5	10.37

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Partially	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4624	771238	143	26344	4767	797582
Reference Books	1542	513815	0	0	1542	513815

e-Books	1	5800	1	5800	2	11600
Journals	92	13923	26	1050	118	14973
CD & Video	40	10000	0	0	40	10000
Others(specify)	2	2010	2	2110	4	4120

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 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	26	4	28	6	0	9	5	150	2
Added	0	0	0	0	0	0	0	0	0
Total	26	4	28	6	0	9	5	150	2

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

150 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	[NA](#)

4.4 – Maintenance of Campus Infrastructure

 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
1.5	1.04	15.5	15.24

 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The online admission is into its third year. The application fees were taken through offline mode. The personal data of students was transferred to the college software. The college has become a member of the N-List programme, more teachers were making use of it for their research purposes. The college library has introduced INFLIBNET for the past two years. The college website has been

updated with more information on the day to day running of the college. The college library is incorporated within the college website. Additional e zone class room were introduced near the library for surfing in the interest of the students for gathering more learning info from internet. On-line admission gives the College a bigger opportunity to serve a bigger hinterland and achieving transparency efficiency. Library committee has arranged for access to e-journals books through INFLIBNET. A software for language lab is purchased ' Student records are being preserved through the CAMS ,data capture format. Library cataloguing through a SOUL. The pay packet of the substantive post holders, CTT, PTT is through HRMS. The IQAC facilitated all the departments by providing computer along with internet facilities. All the floor of the institution is acting as a Wi-Fi zone, though it has been kept password protected to check it from misuse. Teachers and students are browsing the web .Seminar room has full access of internet .The College provides internet facilities to all the Departments and thereby the scope to access international journals and books through N-LIST, INFLIBNET etc. provided by the UGC. The students are given open access facility in the central library and in the respective department's seminar library.

https://www.thlhm.com/home/aqar-supporting-documents/procedures-and-policies-for-maintaining-and-utilizing-facilities/2016-2017

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Free studentship	222	175750
Financial Support from Other Sources			
a) National	K1, K2, Post Matric, TSP	769	8611150
b)International	NA	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Language Lab	12/08/2015	88	Dept. of English
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2016	Seminar cum Career Counselling Program	250	2	128	2

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NA	0	0	NA	0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	20	Various Programme	Different Departments	Various Higher Education Institutions	PG, B.Ed and Other Professional Courses
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
Any Other	19
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	College	88
Youth Parliament	District	15
Quiz	District	2
Extempore	District	1
No file uploaded.		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student

2016	NA	National	0	0	NA	NA
2016	NA	International	0	0	NA	NA
2017	NA	International	0	0	NA	NA
2017	NA	International	0	0	NA	NA
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is no active, democratically elected students' union in this college which functions as per the norms laid by the higher education department. The college ensures that the active class representatives participate in various activities. Under the guidance of faculty members they circulate the notice or any other information to the students about any co- curricular activities such as cultural programs, competitions, sports, saraswati puja etc. and they do their best. The students are also so active to execute the NSS and NCC programs. They organizes Swachh Bharat program periodically and play active role in campus cleaning, They are also active in tree plantation and observance of special days. Though there is no elected students union, they are so responsible to take the necessary steps to handle sudden occurring problems under the guidance of the teachers and sometimes they provide suggestions to the staff members. They show the right direction to the newly admitted students and help to maintain the hazards.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The name of the alumni association of our college is 'THLH Mahavidyalay Alumni Welfare Association'. It is under Mallarpur P.S and ModianMouja. Our college is rural and interior college. Many of them are first generation learner and they are belonging to agro based economy. As they are not sound financially they cannot contribute remarkably for this institution. A least amount of students contribute financially and a token amount is taken from the community. Therefore, the college is involved cordially with this association. Alumni bridge the community- institution relation. Feeder schools and new students get sufficient inputs from the alumni. Some of the alumni are so active and always come forward to help the institution. We have a plan to execute a re-union program for the alumni.

5.4.2 – No. of enrolled Alumni:

37

5.4.3 – Alumni contribution during the year (in Rupees) :

8700

5.4.4 – Meetings/activities organized by Alumni Association :

02

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500

1. Various sub-committees and departments are given freedom for performing academic and cocurricular activities with the help of the Students' and other committees. The teachers' Council is also given utmost freedom to act as per the decisions taken in Teachers' Council meeting. The library committee has been empowered to purchase books and equipment as required. 2. IQAC, Governing Body, Library Committee, Grievance Redressal Cell, Campus Beautification Committee, Women's Cell and various sub-committees have members from teachers, office staff, library staff and alumni which give opportunity to take part in decision making and actions taken. Stakeholders have been included in these committees and cells from local community, educational institutions and industry. Guardian members are included in College Governing Body and IQAC. Thus, the guardians are given opportunity to participate in decentralization of the management system. Moreover, students' feedback on teachers are taken by IQAC each year after the end of the final semester, which has helped to improve the quality of teaching and academic environment. Informal feedback on administration and college facility are taken by arranging students' meet like Farewell Meeting at the end of the Final Semester. On the basis of the feedback new policies and strategies are taken to improve the management process, administrative, academic and other facilities. Thus, the strength and weaknesses of this institution are duly discussed in various forums and thereby attempts have been taken to turn weaknesses to strength.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The College is affiliated to the University of Burdwan and follows the syllabus and curriculum framed by the University. As an affiliated College it enjoys no autonomy of its own in making the syllabus for its students. Yet, from time to time the teachers of the College attend workshops on syllabus/curriculum at the University and outlet their suggestions for the improvement of the existing syllabus. Workshops are also often arranged at the College under the guidance of some senior University/College teacher to orient our teachers about the new syllabus.
Teaching and Learning	Teaching learning takes place in our College in a homely and cordial atmosphere. The College has a clean and green campus and the ambience is conducive to teaching-learning. Teachers use both the lecture/ chalk and talk method as well as ICT for PowerPoint and audio-visual classes. Some of our departments arrange film shows, slides, documentaries to supplement the theoretical knowledge

	through demonstration. Academic tours and field works are conducted wherever applicable. The progress of the students is assessed through class tests and term end examination before allowing a student to appear at the annual University degree examination.
Examination and Evaluation	Evaluation is done through continues class test and internal examinations and feedback which is discussed by the Teachers' Council and IQAC and the report sent to the Principal who forwards the same to the GB.
Research and Development	Being an UG institution we do not have the scope for guiding research however most of the faculty members have completed or are pursuing their Doctoral research. To aggravate research based publication, the college through the IQAC has undertaken the process of initiating a multi-disciplinary ISSN journal. Besides the college organizes invited lectures by luminaries in different disciplines in order to ignite research interest among students and teachers.UGC National level seminars are also organized.
Library, ICT and Physical Infrastructure / Instrumentation	Library facilities available, ICT infrastructure is adequate, Lab instruments are properly maintained
Admission of Students	Admission process done through online portal

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	To use ICT in the process of planning college-events and activities, institute uses personal e-mails .Important notices and reports are also circulated via e-mails.E-governance is the integration of Information and Communication Technology in all the working processes of the system. It aims to minimize the manual efforts and improve the communication, create transparent system, and to be cost and time effective.
Administration	The college has Biometric attendance for teaching and non-teaching staff. ICT has been introduced in the Administrative work.College staff uses smartphone with inbuilt social app like Gmail to communicate.WhatsApp Group helps to provide the brief notices of any event to be happened on college.

	WhatsApp Groups are also used for awareness and of smooth functioning of the same.
Finance and Accounts	With the aim to produce immediate information in finance and Accounts i.e."Single Click Accounting" , this section of College is partially e-governed. The college uses the Vriddhi software,Tally for the transparent functioning of Accounts department. The same software is used to generate various reports like Consolidated Day Book General Day Book Daily Cash Collection report.
Student Admission and Support	Student admission for the year 2016-2017 is partially implemented online.As the admission process is online , admission forms are also provided. Students submit printouts and required documents at respected counters. The software is also used for student support like issuing ? Transfer Certificate, ? Bonafide certificates. ? Admission Forms ? Issue of ICards ,Library cards
Examination	Through Burdwan University portal

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	Monalisa Ghosh	State Level Workshop on Youth Parliament Competition Scheme	NA	300
2017	Soumik Pal	UGC Sponsored International Seminar on Niti Shiksahyam Sanskrita Bangm ayashriyabadana m	NA	300
2017	Suman Mukherjee	UGC Sponsored National Seminar on Challenges to Sustainable Development in Rural India	NA	300
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	NA	NA	Nill	Nill	0	0
2017	NA	NA	Nill	Nill	0	0
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NA	0	Nill	Nill	00
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	4	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical leave. Yoga classes. Wi Fi facility. 6.Computing facility Sports facilities Identity cards Child Care Duty leave	Maternity benefits, Medical leave. Yoga classes. Wi-Fi facility. 6.Computing facility Sports facilities Identity cards	Scholarship,Postmatric Scholarship, other Scholarships, Sports

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

• Accounts of the college are internally scrutinized regularly by a team consisting of Accountant, Bursar, members of Finance Committee and Principal. • External audit is carried out by an Auditor nominated by Education Directorate, Government of West Bengal. • Results of external audit are regularly reviewed by Governing Body and measures are taken to rectify problems, if any.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	Teacher Council
Administrative	Yes	Higher Education Department, Govt of WB	No	NA

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

NIL

6.5.3 – Development programmes for support staff (at least three)

Basic Computer training for college non-teaching staff. 2. Tally training for Accountant. 3. Digital India Program.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1.ICT facilities. 2. Promotion of research. 3. More books and journals in library

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	The need to procure new books for the benefit of the students Is advised.	23/12/2016	23/12/2016	23/12/2016	12
2017	Feedbacks from various stakeholders Students, teachers,Alumni, others be collected, and analyzed by the IQAC	18/01/2017	18/01/2017	18/01/2017	10
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Admission Equity irrespective of Gender	09/02/2017	09/02/2017	12	17

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Photo-Voltaic Solar Systems are installed on the College Premises for alternating renewable source of energy The college is using 100LED lights along with power efficient equipment.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	09/03/2016	1	Blood Donation Camp	Blood collection	30
2017	1	1	13/04/2017	1	Health Awareness Program	Personal and confidential health issues	21
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Handbook on Human Values and Professional Ethics	30/11/2016	CODE OF CONDUCT • For Students: The institution is devoted to impart value education to all the students for their

all-round development, and whole-heartedly wishes for success and a bright future. To achieve this objective following codes of conduct are required to be followed by the students 1) Attend classes regularly. 2) Submit all assignments on time. 3) Maintain Discipline In Life. 4) Be Dedicated To Your Work. 5) Cooperate With The Authorities To Maintain Clean And Green Campus 6) Follow Ethical Practices In Life Apart from these, library has its own code of conduct which is displayed in front of the library entrance. • For Faculty and administrative members 1) Follow ethical practices in teaching, assessment and research-publications 2)Maintain official secrecy and confidentiality 3)Help the students for their all-round development 4)Assist the newcomers to profession about the professional ethics and other statutory practices 5)Contribute to the strengthening of democratic ambience 6) Treat other colleagues with equal respect 7)Contribute to the maintenance of clean and green campus 8)Serve the incumbents with dignity and politeness

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Special Lecture on Rabindranath Tagore and Universal-brotherhood	09/03/2017	09/03/2017	68
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Restricted entry of automobiles : Automobile is restricted but not sent

percent for two wheelers 2. Use of Bicycles/ Battery powered vehicles Use of Bcycles and battery powered vehicles are increasing for proper awareness of the college 3. Pedestrian Friendly pathways : Path ways are sufficient wide and friendly for physically abled persons also 4. Ban on use of Plastic: The college has restricted to use Plastic and various awareness programmes held in the college to ban the use it 5. landscaping with trees and plants: We maintain a clean and green campus. various varieties flowering plants, trees, decorative plants, vegetable plants, fruit trees are regularly planted and nurtured. The NSS and the students of ENVS are especially dedicated towards maintaining the garden

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.SEMINAR We organise various seminars on regular basis on various disciplines throughout the year. Naturally , we organize it in our smart room. We invite lecturers from various colleges as well as universities to deliver lectures and share their valuable issues on various topics. Our students attend those lectures with full concentration and attention. Students not only from that particular subject , but also from other subjects attend the seminar with much interest and attention. The teachers of our college also attend the seminar lectures. Apart from attending the classes ,our teachers and students try heart and soul to attend the seminar classes in their free hours. h 2.SCIENCE EXHIBITION:- The science department of our college organize science exhibitions session wise. We call upon local School students and the teachers of the respective departments and organise the exhibition. Teachers from all disciplines of our college attend it and are very much get enriched with that. It is done in our seminar hall with the help of ICT power point classes . The invited lecturers deliver lectures in power point mode as well as vocally and our students attend the exhibition very attentively. Our guest students are also taken to our enriched laboratory which is filled with updated tools. Students are too much enriched with knowledge and are too much entertained to have it.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://www.thlhm.com/home/aqar-supporting-documents/best-practices-of-the-institution/2016-2017

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Our institution organizes different programmes in support of the santhal communities. We try to help the students of adivasi communities economically. In relation to that we organize many cultural programmes specifically for those students belonging to the backward classes. On the days of 'BADNA' ,a special programme of adivasis is being celebrated in our institution and all the teaching and non teaching members of our college participate in it with full enthusiasm.

Provide the weblink of the institution

https://www.thlhm.com/home/aqar-supporting-documents/institutional-distinctiveness-2016-2017/2016-2017

8.Future Plans of Actions for Next Academic Year

1. Academic Audit 2. Upgradation laboratories 3. Shift from use of conventional energy to solar energy. 4. Skill based Certificate course. 5. Strengthening the