



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		KULTI COLLEGE
Name of the head of the Institution		PROF. RAJKUMAR RAY
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03412515711
Mobile no.		8334043157
Registered Email		kulticollege_kulti@yahoo.co.in
Alternate Email		rkray64@yahoo.com
Address		KULTI COLLEGE KULTI
City/Town		KULTI
State/UT		West Bengal
Pincode		713343
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	private
Name of the IQAC co-ordinator/Director	PROF. SUJAN KUMAR SOU
Phone no/Alternate Phone no.	03412515711
Mobile no.	9475987781
Registered Email	iqac.kulticollege@gmail.com
Alternate Email	sujan.sou@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.kulticollege.ac.in/index.php?option=com_content&view=article&id=139&Itemid=0
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.kulticollege.ac.in/pdf/academic-calendar/ACADEMIC-CAL-2016-17.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	1.8	2009	08-Mar-2009	07-Mar-2014

6. Date of Establishment of IQAC

24-Jun-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
No Data Entered/Not Applicable!!!		
No Files Uploaded !!!		

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
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

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)

- Remedial Coaching classes continued for the students belonging to the SC / ST/ OBC/ MC.
- A state level seminar organized funded by University Grants Commission
- "A permanent "Cycle Stand" constructed in the college campus.
- Different departmental educational tours organized by some departments.
- This is a transitional period of Annual pattern to newly introduced CBCS system with six semester pattern. IQAC and Teacher's council jointly conducted one day special meeting to discuss the CBCS system.

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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
<ul style="list-style-type: none"> • Day to day work is distributed among different committees sub committees. • Teachers are encouraged to use Smart class PPT presentation during class lectures. • To organize UGCsponsored seminar. • Preparation of academic 	<ul style="list-style-type: none"> • Different Sub committees have done their duties as per requirement. • More Teachers of Science Departments used Smart class PPT presentations during class lectures. • One UGCsponsored State Level Seminar organized. •

calendar. • Encouragement of cocurricular activities in college. • To construct a permanent stage for cultural programme.

Prepared. • NSS units organized different programmes. • Stage inauguration completed.

No Files Uploaded !!!

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Governing Body

27-Nov-2021

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

23-Mar-2017

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

College has well built management information system. The following modules are currently operational: Student admission Student Fees collection Accounting Pay Roll

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

Efficient planning is of primary significance as far as effective implementation of the University prescribed curriculum is concerned. With the introduction of the Choice Based Credit System (CBCS) the college calendar plays the initial role to set our goals in the right direction. We calculate our workload and distribute it after taking into consideration the teaching preferences. All faculty members are asked to submit modules of the curriculum to be taught and advance accordingly. Apart from the traditional teaching-learning methods of whiteboard and lecturing, our college emphasises curriculum delivery through practical learning. The students are encouraged to research on topics within the curriculum and cross-cutting issues and present research papers or presentations with recommendations to solutions. Critical thinking is encouraged through the various debates, role-playing and class discussions. The curriculum is enhanced through the conduct of projects and field trips giving

insights beyond the syllabus. The college arranges an array of co-curricular activities to enrich the curriculum. All classrooms are Wi-Fi enabled. This provides for interactive classroom learning. The Principal is ever vigilant about the implementation of the plans by interacting with the teachers and students. The responses gathered via the student feedback survey helps us to identify areas of improvement in curriculum delivery and evaluation methods. The Coordinators of the Self-Financed Courses are also equally agile as far as curriculum implementation is concerned. The progress of the students is maintained through regular tests, presentations and semester-end exams. Remedial classes, bridge lectures and tutorials are conducted for the weaker students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Functional English	x	01/07/2016	180	Enhancement of English Language understanding to perform according to needs of corporate world.	Development of communication power

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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	Bengali Honours	01/07/2016
BA	English Honours	01/07/2016
BA	Hindi Honours	01/07/2016
BA	Sanskrit Honours	01/07/2016
BA	History Honours	01/07/2016
BA	Political Science Honours	01/07/2016
BA	Geography Honours	01/07/2016
BA	Bengali Program	01/07/2016
BA	Hindi Program	01/07/2016
BA	Sanskrit Program	01/07/2016
BA	English Program	01/07/2016

BA	Urdu Program	01/07/2016
BA	Economics Program	01/07/2016
BA	History Program	01/07/2016
BA	Political Science Program	01/07/2016
BA	Philosophy Program	01/07/2016
BA	Geography Program	01/07/2016
BA	Music Program	01/07/2016
BA	Physical Education Program	01/07/2016
BSc	Physics(H)	01/07/2016
BSc	Mathematics(H)	01/07/2016
BSc	Microbiology (H)	01/07/2016
BSc	Zoology (H)	01/07/2016
BSc	Geography (H)	01/07/2016
BSc	Physics(P)	01/07/2016
BSc	Chemistry(P)	01/07/2016
BSc	Mathematics(P)	01/07/2016
BSc	Botany(P)	01/07/2016
BSc	Zoology(P)	01/07/2016
BSc	Geography(P)	01/07/2016
BCom	Accounting(H)	01/07/2016
BCom	Program	01/07/2016

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

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
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	HONOURS IN GEOGRAPHY	94
BSc	HONOURS IN ZOOLOGY	23
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
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Teachers	Yes
Employers	No
Alumni	No
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

Efficient planning is of primary significance as far as effective implementation of the University prescribed curriculum is concerned. With the introduction of the Choice Based Credit System (CBCS) the college calendar plays the initial role to set our goals in the right direction. We calculate our workload and distribute it after taking into consideration the teaching preferences. All faculty members are asked to submit modules of the curriculum to be taught and advance accordingly. Apart from the traditional teaching-learning methods of whiteboard and lecturing, our college emphasises curriculum delivery through practical learning. The students are encouraged to research on topics within the curriculum and cross-cutting issues and present research papers or presentations with recommendations to solutions. Critical thinking is encouraged through the various debates, role-playing and class discussions. The curriculum is enhanced through the conduct of projects and field trips giving insights beyond the syllabus. The college arranges an array of co-curricular activities to enrich the curriculum. All classrooms are Wi-Fi enabled. This provides for interactive classroom learning. The Principal is ever vigilant about the implementation of the plans by interacting with the teachers and students. The responses gathered via the student feedback survey helps us to identify areas of improvement in curriculum delivery and evaluation methods. The Coordinators of the Self-Financed Courses are also equally agile as far as curriculum implementation is concerned. The progress of the students is maintained through regular tests, presentations and semester-end exams. Remedial classes, bridge lectures and tutorials are conducted for the weaker students.

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
No Data Entered/Not Applicable !!!				
View File				

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	691	Nill	18	Nill	Nill

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	Number of smart classrooms	E-resources and techniques used
46	20	Nil	1	1	Nil
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)

STUDENT MENTORING SYSTEM: Kulti College offers thorough mentoring system to the students for their all-round development. The main objective of the mentoring system is to provide the students a steadfast support system, to motivate them to outshine in both academic and extra-curricular field and to guide them towards a bright future. Following are the main features of the mentoring system: ? Both Honours and Program students of each subject are assigned to group of faculty members of the same department who mentors their respective group of mentees in various field of their campus life. ? The main objective of the mentors is to assure that the students are attending their classes regularly, having a clear understanding of the subjects, interacting with the teachers for a comprehensive learning. ? Mentors specifically identify the academically challenged students and pay special attention to their problems. ? Mentors of each group also guide them in their extra-curricular and personal problems hindering their education. ? Department of Geography, Botany, Zoology and Microbiology used to conduct educational excursions (pre-COVID time) with the purpose of both effective learning as well as mentor/mentee bonding. ? Before the pandemic regular parent-teacher meetings were organised by the departments to discuss the progress as well as difficulties faced by the students for a clear picture of their campus life. The mentoring system benefits the students in several ways: ? Students get the advantage of a caring support system upon entering this new challenging life. ? They get a proper counselling to face the academic, intellectual and professional challenges. ? The mentees are properly guided to use the huge resource offered by the institute, nurture their academic development and refine their extracurricular skills for an inclusive growth.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
691	18	1 : 38

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
26	17	9	5	8

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
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No Data Entered/Not Applicable !!!

[View File](#)

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

Our institution believes that learning is a process that requires continuous evaluation so that the students can identify their mistakes and become aware of their shortcomings. In our institution, we practice the process of Continuous Internal Evaluation (CIE) rigorously. This includes a series of class tests, question and answer sessions, project works, assignments, seminar representations, etc. The copies of the class tests are thoroughly evaluated and are shown to the students for their reference. We also organize question and answer sessions regularly, so that the students can become aware of their lacunas. After every exam, we discuss the answers with the students for their future reference. To rectify and eradicate doubts, we organize doubt clearance sessions for a comprehensive understanding of the portion after the completion of every topic. We also organize departmental seminars on various to equip our students for higher studies. Here, at Kulti College, we strongly believe that "practice makes a man perfect" thus, we pay utmost importance to the process of CIE. This allows our students to go through a continuous practice that not only prepares them for the university exams but also for the future. Further, based on our evaluation we conduct remedial classes for the weaker students. Francis Bacon has aptly said in his essay "Of Studies" that, "Reading maketh a full man, conference a ready man and writing an exact man". Thus, with the help of the CIE process, we ensure that all these important aspects of knowledge - reading, writing and public discourse—are properly taken care of. We believe in the holistic development of our students and with the help of the CIEs, we thrive to make our students ready for tomorrow.

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

Every year our Institution prepares an academic calendar under the supervision of the IQAC. At present our Institution is affiliated under Kazi Nazrul University, so the academic calendar of our college is prepared following the schedule of the affiliating university's academic calendar cum holiday list. The academic calendar contains the yearly schedule of the college including the list of holidays (national holidays, state holidays, local holidays and the institutional holidays) and schedule of the internal college examinations. It also contains the schedule of University examinations which are conducted at the end of each semester by the affiliating University. The tentative dates of activities such as Parentteacher meeting, other cultural programmes, College sports etc are also provided in the academic calendar.

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)

<http://kulticollege.ac.in/pdf/progress-outcome/Progress-Outcome-2016-17.pdf>

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
No Data Entered/Not Applicable !!!					

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://kulticollege.ac.in/pdf/student-feedback/Student-Feedback-2016-17.pdf>

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
Minor Projects	730	UGC	135000	135000
Minor Projects	730	UGC	400000	400000
No file uploaded.				

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
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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)
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National	BENGALI	2	Nil
National	ENGLISH	3	Nil
National	HISTORY	3	Nil
National	POLITICAL SCIENCE	1	Nil
International	PHYSICS	3	2.26
International	HISTORY	2	2.24
No file uploaded.			

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
BENGALI	2
ENGLISH	1
HINDI	2
HISTORY	2
GEOGRAPHY	2
No file uploaded.	

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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	6	8	2
Presented papers	5	28	11	Nil
Resource persons	Nil	Nil	1	1
No file uploaded.				

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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/Agen- cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
No Data Entered/Not Applicable !!!					
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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
1300000	1151892

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
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
No file uploaded.	

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 partially)	Version	Year of automation
SOUL	Partially	1.0	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14075	2111988	733	157474	14808	2269462
Reference Books	80	33608	6	1300	86	34908
Journals	694	22116	3	165	697	22281
CD & Video	41	10000	4	1007	45	11007
No file uploaded.						

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
No Data Entered/Not Applicable !!!			
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	Others
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								h (MBPS/ GBPS)	
Existing	42	2	0	0	1	10	22	0	0
Added	0	0	0	0	0	0	0	0	0
Total	42	2	0	0	1	10	22	0	0

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

No Data Entered/Not Applicable !!!

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
No Data Entered/Not Applicable !!!	

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 incurred on maintenance of physical facilities
700000	637167	600000	514725

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 Institute makes budgetary provision under different heads for maintaining and utilizing the campus infrastructure facilities. The Governing Body on recommendation of the Finance Committee assigns funds for maintenance and repairing. The allocated funds are utilized under the supervision of various monitoring committees such as Purchase Committee, Repair and Maintenance Committee, Library Committee, Lab Maintenance Committee, Students Aid Fund Committee etc of the College. To maintain and up keep the campus infrastructure facilities and equipment, following activities are undertaken by the college:

- There is Stock Maintenance Committee in every Lab based department, which maintains the Stock register by physically verifying the items round the year.
- Department wise annual stock verification is done concerned Head of the Departments.
- Regular maintenance of Computer Laboratory equipments are done by Laboratory Assistants along with Laboratory Attendants.
- Overall development of the campus is done by the Cleanliness Committee of the college.
- Regular cleaning of water tanks, proper garbage disposal, and maintenance of lawns is done by College Staff.
- Cleanliness in college Students' Hostel is maintained through College Staff.
- Outsourcing is done for maintenance and repairing of its infrastructure such as computers, instrument facilities etc.
- Outsourcing done for the maintenance of wooden furniture, electrification and plumbing The maintenance of the reading room and stock verification of Library books done regularly by the Library Staff.
- The college canteen is monitored by College Staff which looks after the quality of foods and rate of different food items.
- Gate keepers and night guards are appointed by the college authority on contractual basis for security purpose of the college and college Girls' Hostels.

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	Full / half tuition freeship	56	33800
Financial Support from Other Sources			
a) National	Kanyashree and SVMCM	167	3148000
b) International	Nil	Nil	Nil
View File			

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
Nil	Nil	Nil	Nil
No file uploaded.			

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 passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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	Department graduated from	Name of institution joined	Name of programme admitted to
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No Data Entered/Not Applicable !!!

[View File](#)

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
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

The Students' Union of this college is a statutory body (election required) of the students' representatives. On the whole, they join hand in hand with college administration and faculty members to ensure the overall development of this institution and to maintain disciplined atmosphere in the campus as well. The members of Students' Union always provide their assistance to the general students in matters of admission procedure, getting several scholarships and concession in different fees for eligible students. The General Secretary (GS) of this body acts as one of the members of the Governing Body of the college, where he/she puts forward his/her suggestion on various issues related to the administrative and academic affairs of the institution. Problems faced by the students are often being communicated by GS to the authority in order to reach out supportive solutions. Throughout the year the Students' Union involves itself to observe the days of national importance, such as Youth Day on 12th January, Netaji's birthday on 23rd January, Republic Day on 26th January, 'Kanyashree Dibos' on 14th August (a West Bengal Government scheme to facilitate the education for girl students), Independence Day on 15th August, Teachers' Day on 5th September and so on. For upliftment of the cultural health of the students they, on a regular basis, organize events like annual sports, annual cultural programme and fresher's welcome. Every year the Students' Union takes enthusiastic initiatives to organize cultural competition among the students, such as singing, dancing, drawing etc. and evaluation is made through proper judgment by teachers and invited eminent persons of the locality, followed by prize distribution. As part of discharging the duty of social responsibility the Students' Union, by raising funds, undertakes programme for community development in the area of neighbouring villages by providing winter clothes, foodstuff and other necessary articles. Thus, in general, the Students' Union of this college marks its presence in usual affairs of the institution with a constructive vision.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

500

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

Re-union ceremony was organised on 2nd October 2016

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 words)

Kulti College firmly believes that excellence in functioning of the institution can be achieved by means of distribution of responsibilities and participative power sharing. The governing body, which acts as the apex body of the college comprises of not only President and Principal but representatives from teaching and non teaching community are also incorporated. This helps in smooth functioning of the institution as voice from all the spheres are reaching the apex body. Another example of participative management may be cited as conduction of Semester Exam. Here faculties act as assistant centre in charges and they manage the exam process thoroughly, from receiving the question paper from the University to delivering the answer sheets to the University.

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

Partial

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
Admission of Students	Admission of students is purely executed on merit basis. A minimum cut off marks is decided for different subjects and students are admitted according to that, maintaining existing Government rule.
Industry Interaction / Collaboration	Industrial partnership has not yet been developed.
Human Resource Management	The teachers are encouraged and motivated to enhance their research ability and teaching capability. Teachers are given one preparatory day per week to get engaged in research work as well as in library reading. Institution offers full pay leave to attend conferences, seminars etc.

<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The institution has a well equipped library. Books are regularly procured and maintained well. Students have an easy and hassle free access to the books. Apart from study and syllabus oriented books, other books are also displayed. Students get access to different news papers also that enriches their knowledge. Books on competitive examinations and general knowledge are also accumulated for the students.</p>
<p>Research and Development</p>	<p>The institution always encourages research activities. Faculty members are actively engaged in their research work and they publish their work in different journals with national or international repute with high impact factor. Some faculty members have also been engaged in minor research project.</p>
<p>Examination and Evaluation</p>	<p>The last batch of students of 2015-16 had undergone annual evaluation method. After that, examination and evaluation has been performed by CBCS method as introduced by Kazi Nazrul University. It comprises of biannual exam which are called end semester exam. Several short examinations are carried out throughout the year department wise which are termed as continuous assessment or internal exam. It comprises of written exam, viva voce, group discussion and student performance in practical classes.</p>
<p>Teaching and Learning</p>	<p>To make the study more interesting and far reaching, different departments evolve continuously for a better understanding of the study material to the students. Apart from chalk and talk method, faculties use power point presentation to make the subject more interesting. Departments regularly organize student seminars, both intra and inter departments. Group discussion is another part that is used extensively in the institution. Field work and study visits are also conducted in a very regular manner that helps the student to map their knowledge in the nature. Students are made well aware of the syllabus and faculty members prepare teaching module and explain them to the students at the beginning of the semester so that each student get a clear picture that what he/she will learn in the coming months.</p>

Curriculum Development	As the college runs under Kazi Nazrul University, the institution needs to obey the curriculum as prescribed by the University. However, faculties of different departments are appointed as member of Board of Studies and they finally have their say on syllabus development and modification.
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Institution seeks to convey information including notices to all stakeholders through college website.
Administration	Different notices are displayed in college website to facilitate all stakeholders
Finance and Accounts	Office along with finance section is well equipped with computer. Salary of the teaching and non teaching staff are disbursed through WBHRMS portal.
Student Admission and Support	Admission process is operated by online means. Merit list and waiting list of students seeking admission in different subjects are displayed in college website.
Examination	Examination related notices are displayed in college website

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
No Data Entered/Not Applicable !!!				
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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	Effective College Ad ministrati on	Effective College Ad ministrati on	10/12/2016	11/12/2016	29	39

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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
Orientation Programme(OP)	1	05/09/2016	04/10/2016	30
Orientation Programme(OP)	1	15/11/2016	12/12/2016	28

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	5	1	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teachers enjoy Casual Leaves, Earned Leaves, Study Leave, Medical Leave. Lady teachers are entitled of Child Care Leave. A credit society runs at the college that offers low interest rate and quick loan to it's member. Also, if college sends teachers to travel for administrative purpose, the faculty is paid T.A. for that.	Non teaching staff also get benefitted in a like manner as they enjoy T.A. for furnishing official job at places other than college. They also get the benefit of credit society.	College provides different scholarships like M.M. Gupta Scholarship, Kulti Mahila Samiti Scholarship, Anusua Scholarship for Microbiology students. Apart from this, tuition fees are waived off for the needy students

6.4 – Financial Management and Resource Mobilization

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

External financial audit is conducted by audit bodies under the supervision of renowned chartered accountant duly appointed by Finance Department, Govt. Of West Bengal.

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
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	Nil	Yes	TC and Academic Council
Administrative	No	Nil	Yes	Governing Body

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

Different departments conduct parent teacher meeting regularly. This brings about the development of good relation among teachers, students and guardian. Guardians remain aware of the fact that how their wards are performing. Parents feedback are accessed for continuous improvement of teaching. Institution also investigates view of parents regarding infrastructure of the college and tries to conduct accordingly if it is affordable.

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

No

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

Departments opened after accreditation like NCC, BBA and BCA departments are being well maintained and they are functioning in a smooth and nice manner.

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
Nil	Nil	Nil	Nil	Nil

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

Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources Environmental Consciousness and Sustainability/Alternate Energy

initiatives such as: 1. Replacement of old tubelights and bulbs with low consumption LED Tubes and Bulbs. 2. Tree plantation programme takes place in every year in rainy season. 3. The college campus is a smoking free zone. 4. Poster and Placard show was held by the students of Geography Department on the World Environment Day this year. 5. A Medicinal Plant Garden is regularly maintained in the college campus as a part of environmental consciousness. 6. The college campus is a plastic free zone. Percentage of power requirement of the College met by the renewable energy sources

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Any other similar facility	Yes	Nil

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
No Data Entered/Not Applicable !!!							
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus of the College (a) General Code of Conduct for students within College Premises (b) Admission Rules (c) Library rules (d) Some Students Guidences	02/05/2016	Students are aware with these rules before the commencement of their classes so when the college runs with the new batch the classes go on hassle free. Moreover the lucid language and the structure of the prospectus helps a lot the new comers to choose an appropriate subject combination or the fee structure. By the time with the help of library rules students get library card and consequent access

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

[View File](#)

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

1. Well maintenance of campus gardens regularly. Adoption of plantation program by the college on regular basis. 2. Reducing food waste in canteen. 3. Announcement of plastic free zone of the campus. 4. Proper disposal of garbage 5. We use public transport instead of privately owned car 6. we use bicycle instead of motor vehicle . 7. The college has an Eco-club to promote the concept of eco friendly environment among the students.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Describe at least two institutional best practices Various effective practices have been taken by college. Two of the best Practices are as follows:
1. Making the campus plastic and smoke free - Keeping in the mind the better environment and health of all, the college campus is being made free from any sort of plastic and use of smoke in any manner. Both this two practices is aimed to contribute a healthy students, faculties, other staffs and specially a healthy surrounding environment. 2. Each of various department practice of organising differen kinds of seminar, debate, quiz competition, sports activity, NSS Program, NCC etc for overall development that meanse mental and physical development of all the students.

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

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

College makes consistent efforts in fulfilling its social responsibilities towards the deprived sections of society . The college authorities, staff and students believe that the true essence of empowerment lies in creating sustained forms of emancipation by generating lasting opportunities. . An awareness of the plight of the marginalized and under-represented is the antidote to the forces of self centered gratification so prevalent in our generation. As the college authorities resolved firmly to facilitate empowerment through education. The college has established its distinctive approach towards this comprehensive vision by modeling it in the form of service to the society, by means of certificate courses or by allowing the students to organize events to develop their skills multi disciplinary project development, ethical and human value development by involving the students in NSS programmed..

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

i) IQAC has advised the authority to provide more current books and useful journals to the students. ii)IQAC advised the GB to take initiative for completion of the Girls Hostel. iii)IQAC advised to the authority for completion of the science Block for science subjects. iv)The college authority was requested to recruit more teachers and supporting staffs for the departments and office as per guidelines.

