

ANNUAL QUALITY ASSURANCE REPORT(AQAR)

2016-2017

CHAKDAHAN COLLEGE



P.O.- CHAKDAHAN, DIST.- NADIA

PIN.-741222, W.B.

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CHAKDAHA COLLEGE affiliated to University of Kalyani, W. B.
The Annual Quality Assurance Report (AQAR) of the IQAC

(For Academic Year: July 1, 2016 to June 30, 2017)

Part – A

I. Details of the Institution

1.1 Name of the Institution

CHAKDAHA COLLEGE

1.2 Address Line 1

RABINDRANAGAR, CHAKDAHA, NADIA

Address Line 2

City/Town

CHAKDAHA

State

WEST BENGAL

Pin Code

741222

Institution e-mail address

chakdahacollege1972@gmail.com

Contact Nos.

03473-242268 / **8967300985**

Name of the Head of the Institution:

Dr. Swagata Das Mohanta, *Principal*

Tel. No. with STD Code:

03473-242268

Mobile:

8967300985

Name of the IQAC Co-ordinator:

DR. ARUN KUMAR NANDI

Mobile:

9433332475

IQAC e-mail address:

iqac.cc@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

WBCOGN13583

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/46/A & A/005 DATED 16 – 09 - 2008

1.5 Website address:

www.chakdahacollege.ac.in

Web-link of the AQAR:

<http://www.iqac.chakdahacollege.ac.in/AQAR/AQAR 2016-17.doc>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.36	2008	2008-2013
2	2 nd Cycle	B+	2.55	2016	2016-2021
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

27.06.2014

DD/MM/YYYY

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

2016-17

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

- AQAR 2010-11 submitted to NAAC on 11.05.2016 (revised version).
- AQAR 2011-12 submitted to NAAC on 22.12.2015 (DD/MM/YYYY), 11.05.2016 (revised version)

- iii. **AQAR 2012-13 submitted to NAAC on** 22.12.2015 (DD/MM/YYYY), 11.05.2016 (revised version)
- iv. **AQAR 2013-14 submitted to NAAC on** 22.12.2015 (DD/MM/YYYY), 11.05.2016 (revised version)
- v. **AQAR 2014-15 submitted to NAAC on** 22.12.2015 (DD/MM/YYYY), 11.05.2016 (revised version)
- vi. **AQAR 2015-16 submitted to NAAC on** 03.02.2018 (DD/MM/YYYY)

1.10 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

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

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

1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

UNIVERSITY OF KALYANI

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

09

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

00

2.8 No. of other External Experts

01

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

Three (3) (Dated: 09.07.2016, 12.11.2016, 29.4.2017)

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year? Yes

☒

No

☐

If yes, mention the amount

Rs. 300000/-

te: Received during 2013-14 for 5 years)

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- *Conducted Academic Audit for the year 2014-15 & 2015-16*
- *Introduced Bio-metric attendance*
- *Prepared Action Plan 2016-17.*
- *Assisted to update college websites www.chakdahacollege.ac.in, www.igac.chakdahacollege.ac.in) for the purpose of maintaining transparency in all activities of the college and to encourage paperless activities.*
- *Facilitated to conduct online (www.chakdahacollege.org, www.chakdahacollege.co.in) admission to the first year UG (Hons and General) courses.*
- *Suggested Library sub- committee to improve library services to the students.*
- *Manual and online arrangement for feedback responses from all stakeholders.*
- *Encouraged teacher to participate in faculty improvement programmes and research activities.*
- *Motivated teaching and non-teaching staff to participate seminar/workshop/ conference/training programmes.*

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Please see Annexure-I	Please see Annexure-I

**Attach the academic calendar of the year as Annexure. Please see Annexure-II*

2.16 Whether the AQAR was placed in statutory body Yes ☒ No

Management ☐ Syndicate ☐ Any other body ☐ GB

Provide the details of the action taken

*AQAR is placed and approved in the GB Meeting, dated 11.09.2017,
Agenda No. 8*

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	17 (14 Hons. & 3 Gen. (BA / B.Sc / B.Com) courses	Nil	Nil	Nil
PG Diploma	nil	Nil	Nil	Nil
Advanced Diploma	nil	Nil	Nil	Nil
Diploma	nil	Nil	Nil	Nil
Certificate	nil	Nil	Nil	Nil
Others	1. NSOU (UG & PG) 2. ICE- Computer Centre (DOEACC)	Nil	Nil	Diploma & Certificate courses
Total	17	Nil	Nil	Nil
Interdisciplinary	-	Nil	Nil	Nil
Innovative	-	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: *as per KU norms*

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Nil
Trimester	Nil
Annual	17

1.3 Feedback from stakeholders*

(On all aspects)

Alumni	Parents	Employers	Students
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mode of feedback : Online	Manual	Co-operating schools (for PEI)	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

**Please provide an analysis of the feedback in the Annexure: Please see annexure III*

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

Revised syllabus for B.Com. Part-III (H & G), Economics (H) and English (H & G) courses by the affiliating University which are implemented from the academic session 2017-18.

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

NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	20 F.T (12 CWTT & PTT)	23	08	-	12

2.2 No. of permanent faculty with Ph.D.

14

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
12	6	-	-	-	-	-	-	12	6

2.4 No. of Guest and Visiting faculty and Temporary faculty

80

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	23	0
Presented papers	05	21	0
Resource Persons	0	0	0

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

- Using modern technology in teaching –learning process.
- Departmental seminars and project works
- Implementation of teaching plan
- Group discussions and Tutorials

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

139

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

NA

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

03

2.10 Average percentage of attendance of students

71 %

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA/B.Sc/B.Com Hons. Courses	451	-	26.73	-	-	89.58
BA/B.Sc/B.Com General Courses	755	-	0.01	-	-	76.69

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

Departmental Heads, faculty members and students interact with IQAC Chairperson and Co-ordinator on regular basis and all issues are discussed in the meeting. Principal/IQAC coordinator/Convenor of the academic sub-committee frequently visits to class room during class hours and raise the issues, if any, in the meeting and providing useful suggestions for quality improvement in the college through discussion and participation of the concerned stakeholders.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	4 (STC)

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14	23	Nil	2
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC along with 'Research & Publication' sub-committee look after the matters regarding promotion of research by the following way:

- Encourage the faculty members to apply for Major and Minor Research Project proposals to UGC and other funding institutions
- Motivate the faculty members to present their research work in different Seminars/Conferences/Workshops etc.
- Motivate and encourage the faculty members to participate in the Faculty Development programmes like Refresher Course/Orientation Programme/Short Term Course etc.
- Encourage the faculty members to complete Ph.D. or any higher degree.
- Encourage and support each Department to organize Seminars / Conferences / Workshops etc.

3.2 Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	01	Nil	Nil
Outlay in Rs. Lakhs <i>(One faculty member is working as Project Co-Director)</i>	NA	<i>Rs. 1800000/-* ICSSR- RPS at West Bengal State University (www.icssrwbsu.in)</i>	NA	NA

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	NA	NA

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. **04** Chapters in Edited Books **01**

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	2
Sponsoring agencies	Nil	Nil	Nil	Nil	Pl. See 3.26

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this

Type of Patent		Number
National	Applied	Nil
	Granted	NA
International	Applied	Nil
	Granted	NA
Commercialised	Applied	Nil
	Granted	NA

year

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

02

Enrolled-02

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

Nil

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

JRF

NA

SRF

NA

Project Fellows

NA

Any other

NA

3.21 No. of students Participated in NSS events:

University level

04

State level

00

National level

00

International level

00

3.22 No. of students participated in NCC events:

University level

02

State level

08

National level

15

International level

00

3.23 No. of Awards won in NSS:

University level

02

State level

00

National level

00

International level

00

3.24 No. of Awards won in NCC:

University level

00

State level

01

National level

03

International level

00

3.25 No. of Extension activities organized

University forum

NA

College forum

Nil

NCC

6

NSS

2

Any other

Educational tour = 03

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

- ❖ Dengue Awareness Programme organized by Alumni Association Chakdaha College on 05.10.2016
- ❖ Healthy Life Style for Women: An Awareness Programme organized by Naari Samsad-Chakdaha College on 01.09.2016
- ❖ Marginal Costing and Decision Making-Skill Development Programme on 22.11.2016
- ❖ Observance of International Mother's Language Day on 21.02.2016
- ❖ Celebration of Science Day on 28.02.2017
- ❖ One Day Workshop on Style manual in association with Banga Bidya Parishad on 31.03.2017
- ❖ Installation of Vending Machine in Girls' Common Room on 14.04.2017
- ❖ Observance of Tagore's Birth Day on 18.05.2017
- ❖ Seminar on Food Habit and Cancer Prevention

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2.53 acres	-	-	2.53 acres
Class rooms	34	-	-	34
Laboratories	11	-	UGC	11
Seminar Halls	02	-	UGC	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		Virtual Class Room	State Govt.	
Value of the equipment purchased during the year (Rs)		Rs. 3 Lakh		
Others				

4.2 Computerization of administration and library

Computerization of administration and library has been partly done.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	23491	844764/-	400	109000/-	23891	953764/-
Reference Books	1745		80		1825	
e-Books	-	-	-	-	-	-
Journals	-	-				
e-Journals	-	-	N-List Programme	5725/-	N-List Programme	5725/-
Digital Database	-	-	-	-		
CD & Video	-	-	-	-		
Others (specify)	-	-	Daily News Paper & Magazines	-	Daily News Paper & Magazines	10000/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	45	01	15	10	01	10	06	02 (NCC + NSS)
Added	04	Nil	Nil	Nil	Nil	03	01	Nil
Total	49	01	15	10	01	13	07	02 NCC & NSS

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

Bio-metric attendance for teaching and Non-teaching staff, Provide both for teachers, Students and staff for free Internet access, scan & printing facilities, special class taken

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.71
ii) Campus Infrastructure and facilities	19.66
iii) Equipment	3.50
iv) Others	31.00
Total :	55.87

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- i) **Through website, seminars, extension activities**
- ii) **Meetings with different stakeholders**

5.2 Efforts made by the institution for tracking the progression

Most students leave after graduation. But alumni association plays a positive role for tracking and progression of pass out students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
5761			

(b) No. of students outside the state

00

(c) No. of international students

00

No	%
2790	48.43

Men

No	%
2971	51.57

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2637	1146	807	348	10	4942	3133	1901	131	596	-	5761

Demand ratio: 1:7 Dropout (%): (based on Part I): **Hons. courses: 5%, Gen. courses: 11%**

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

Tutorial Coaching Classes
Coaching for Entry in services

No. of students beneficiaries

A large section of the students

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

There is a Career Counselling and Placement Cell in the college.
All the teachers provided help to students who approached them.
Various personal, social and career issues were discussed with departmental teachers

No. of students benefitted

A large section of the students

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8 Details of gender sensitization programmes

Healthy Life Style for Women: An Awareness Programme on 01.09.2016

5.9 Students Activities

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

State/ University level

12

National level

0

International level

0

No. of students participated in cultural events 00

State/ University level

00

National level

International level

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

Sports : State/ University level

12

National level

0

International level

0

Cultural: State/ University level

00

National level

0

International level

0

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	80	60000/-
Financial support from government	750	18750000/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

There were no such major grievances lodged by the students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

“To impart quality higher education to students in and around Chakdaha through proper evaluation, promotion, modernization and sustenance activities to create a self-dependent, benevolent society free of all superstitions.”

MISSION:

- To make the college a leading higher learning institute.
- To impart education in all contemporary basic fields with subject-wise specialization.
- To help the neighbouring society in all possible ways
- To impart value based education to make the students responsible citizens in future
- To maintain transparencies in all college activities.

6.2 Does the Institution have a Management Information System

Regarding Management Information System there is students’ management software, Admission software & Agency, library KOHA software, OPEC system, and College Website which are effectively developed and used to serve the purpose. Governing Body of the College takes care of the information regarding different College related matters.

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

6.3.1 Curriculum Development

No scope of Curriculum Development, as it is framed and conducted by the affiliating university, to which the college is affiliated. However, teacher representatives to ‘Board of Studies’ of different subjects share their views for curriculum development.

6.3.2 Teaching and Learning

Quality improvement is ensured by ICT – introduction of Smart Class Room, projector and audio visuals, student feedback, meeting with guardian to ensure regular class attendance of students etc. Educational tours are also organized by some departments.

6.3.3 Examination and Evaluation

Regular class test (viva/written), and Test examination of Honours and pass Students were held. Annual examinations are also held.

6.3.4 Research and Development

Basic infrastructural facilities are provided. Access to computer Lab, Library, internet and photocopying facilities are also provided to encourage them in research activities. Teachers are also motivated to apply for different Major/Minor Research projects to UGC and other funding agencies.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Teachers-students are using ICT facilities. The Library is resourceful and is used by students and staff. KOHA ,OPEC, INFLIBNET, N-LIST programme are implemented.

6.3.6 Human Resource Management

Interactive sessions are held among teachers, students and non teaching staff to enhance management of Human Resources.

6.3.7 Faculty and Staff recruitment

Full-time teaching staff are recruited through the WBCSC. However, recruitment of guest lecturers and other office staff/casual staff is made by the GB as per administrative and academic requirements

6.3.8 Industry Interaction / Collaboration

George Telegraph, ICWA for skill development.

6.3.9 Admission of Students

Admission process is held as per guidelines of University of Kalyani. The admission sub-committee headed by the Principal/Teacher-in-Charge looked after the overall admission process. Students are admitted in the college strictly on the basis of merit. A computerized provisional merit list is prepared on the basis of marks in best five subjects in the (10 + 2) Level Examination and published (online and offline). Admission forms for different courses, college prospectus, admission rules and regulations, date of counselling for admission, class routine etc are also available in the online mode of admission. Physical verification of documents and counselling for admission are held in the seminar hall of the college with LCD projector presentation of merit list in front of the gathering of prospective students and or their parents/guardians.

6.4 Welfare schemes
for

Teaching	Employees' Credit Co-operative Society, Medical Assistance Fund
Non teaching	Employees' Credit Co-operative Society, Medical Assistance Fund
Students	Student Aid Fund.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes (for 2014-15 & 2015-16)	AAA Committee with external members
Administrative				

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

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☐

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

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

Alumni Association between past and present students has been formed in 2007; its functioning is in progress.

6.12 Activities and support from the Parent – Teacher Association

No such Association has been formed. But parents are invited to the students' aid-fund disbursing meeting and to ensure regular attendance of students.

6.13 Development programmes for support staff

Medical aid fund for the employees, ICE-computer centre for skill development

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

1. No plastic campus
2. Gardening and plantation
3. Cleanliness
4. Carbon dioxide management

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institutions. Give details:

1. Initiatives have been taken to make the campus poster and plastic free. The college campus has been declared as no smoking zone.
2. Institution takes all affordable measures to keep up an eco-friendly atmosphere in the campus.
3. NCC cadets/NSS volunteers clean the entire college campus specially litterers every Sunday as a rule.
4. In every winter the institution makes a small seasonal floral zone.
5. Various infrastructural innovations have been introduced like construction of building, use of ICT, computerization of administrative work etc.
6. Various social and cultural programmes are being practiced.

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

Full action taken towards the implementation of plan fixed in the beginning of the session 2014-2015 under the head “Innovation and Best practices”. Action mentioned in 7.1, 7.3 and 7.4 is taken as per plan of the year.

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

1. Departments of Chemistry and Botany have taken initiatives to encourage local people to test their potable water and soil (both Chemical and Microbiological). ***(Please see annexure IVa)***
2. Community service provided by NSS Unit, Students’ Union and Health Awareness Programme organized by “NCC” to promote community services and Health Awareness Programme in their own way. ***(Please see annexure IVb)***

7.4 Contribution to environmental awareness / protection

1. Programmes undertaken for plantation of trees by college NSS and NCC Unit.
2. Practice of Vermicompost.
3. Garden for medicinal plant has been made.
4. Seminars on environmental awareness have been organised.
5. Initiatives have been taken for arsenic microbial analysis.
6. Emphasis on proper use of computer and E-waste management.
7. Initiatives taken for conservation of electric energy and reduction of level of carbon dioxide.

7.5 Whether environmental audit was conducted? No

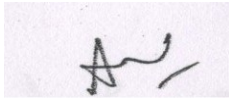
7.6 Any other relevant information the institution wishes to add. (For example SWOC Analysis)

At the close of each academic session SWOC Analysis is done by each department.

8. Plans of institution for next year

Please see Annexure V

Name **Dr. Arun Kumar Nandi**



Signature of the Coordinator, IQAC

Co-ordinator
IQAC, Chakdaha College

Name **Dr. Swagata DasMohanta**



Signature of the Chairperson, IQAC

Principal
CHAKDAH A COLLEGE



Annexure I: Plan of Action and Achievements in 2016-17, Chakdaha College

Plan of action	Achievements
<p>1. <u>Curricular activities</u></p> <ul style="list-style-type: none"> i) Participation in curriculum design and development by faculty members. ii) Proposal for PG courses in Bengali and Commerce 	<ul style="list-style-type: none"> i) Continuation of membership of 3 faculty members of UG Board of Studies, Kalyani University. Further, two teachers are enlisted as Moderator of Gour Banga University and West Bengal State University. ii) Proposal for PG course in commerce were sent to appropriate authority and they have visited the college but not approved.
<p>2. <u>Teaching, Learning & Evaluation</u></p> <ul style="list-style-type: none"> i) Plan to conduct Academic audit, administrative audit, and environmental audit. ii) Use of teaching plan and modern teaching aids in teaching –learning process. iii) Plan to implement at least one tutorial class per week per honours subject. iv) Encourage students' participation in Field visit and Project work as a part of syllabus. v) Plan to conduct seminars/workshop/ group discussion etc. 	<ul style="list-style-type: none"> i) Academic audit done for the year 2014-15 and 2015-16. ii) Few departments have been using modern teaching aids. Regular classes are held as per teaching plan of the respective departments. iii) Tutorial classes are held. iv) Project work on environmental issues is compulsory for all the 1st year students. Some of the departments are also completed their field visit programmes successfully. v) Conducted several college level seminars, extension lectures, awareness programmes.
<p>3. <u>Research, Consultancy & Extension</u></p> <ul style="list-style-type: none"> i) To encourage and motivate faculty members for their active involvement in research activities in contemporary issues /field visit/local project work etc. ii) To encourage and motivate faculty members for active participation in seminars/conferences/workshop etc iii) To publish an inter-disciplinary College Journal, Souvenir of departmental Re-union, Environmental project reports etc on regular basis. iv) To increase accessibility of college internet system by the students, teachers, Non-teaching & Library staff at free of cost. v) To establish close link with Alumni for their co-operation in research and other academic activities. vi) Encourage teachers to participate in OP/RC/STC courses. vii) To organise extension lectures. 	<ul style="list-style-type: none"> i) One faculty member from Commerce department has successfully complemented a UGC-MRP (minor). Another faculty member is working as ICSSR project Co-director at the Department of Economics, West Bengal State University. ii) Several teachers have presented their research papers in different international/national level seminars/conferences. iii) An inter-disciplinary college journal (International level) : “RAY” is recognised under UGC list. Departmental magazines and Re-union Souvenirs are also published on regular basis. iv) Access to computer and internet facilities is improved. v) Chakdaha College Alumni Association is functioning with the goals of the institute. vi) Teachers have participated in OP and different STC courses. vii) College conducted several extension lectures.

<p>4. <u>Infrastructure & Learning Resources</u></p> <ul style="list-style-type: none"> i) Digitization of Library books and improvement of library services. ii) E-Books & E Journal Member ship of College in N- List (INFLIBNET) iii) Improvement of Departmental Library. iv) Class teaching and learning devices improvements. v) Plan to improve facilities for sports and Gymnasium. vi) Plan to improve electricity facilities 	<ul style="list-style-type: none"> i) Library software KOHA is installed and the students are using OPAC system for library services. ii) Renewed membership of N-LIST iii) All the departments have upgraded their library facilities. iv) Virtual Class room is installed v) Partly done vi) Improved but not so significant.
<p>5. <u>Student support & Progression</u></p> <ul style="list-style-type: none"> i) Students' attendance according to KU Rules ii) Encourage students for active participation in college NCC and NSS units. iii) Feedback from all stakeholders. iv) Placement and counselling Cell. v) Grievance Redressal Cell vi) Plan to expand Students Aid Fund 	<ul style="list-style-type: none"> i) Students' Declaration/PTM/ notifications for ensuring class attendance were taken. ii) Students are actively participated in the NSS and NCC programmes. iii) Feedback from students and Alumni done following both manual and online process. iv) Placement campaigns were held. v) Already existed. vi) Coverage of financial assistance to students is increased.
<p>6. <u>Governance, Leadership & Management</u></p> <ul style="list-style-type: none"> i) Final preparation for re-accreditation by NAAC (cycle 2). ii) Regular update of College Website. iii) Training (computer, Laboratory Instruments, campus care, online admission etc.) to staff. iv) To improve College security system (installation of CCTV) 	<ul style="list-style-type: none"> i) NAAC team visited and re-accredited. ii) Websites for the college are updated regularly with the help of the external agency. iii) Teaching and non-teaching staff are availed computer training from the college computer centre at free of cost as per MOU with the Institute of Computer Engineers. iv) CCTV Installed
<p>7. <u>Environment Innovation & best practices</u></p> <ul style="list-style-type: none"> i) Rain water harvesting for laboratory use ii) Plan to install Solar system iii) Garden for medicinal plant. iv) Vermi Composting plan v) Preparation and Publication of a compendium compiling ENVIS project reports submitted by the students. 	<ul style="list-style-type: none"> i) Not done ii) Not done iii) Already existed Poly House iv) Already existed v) Not published.

Annexure- II

MONTHLY STATEMENT OF ACADEMIC CALENDAR:

ACADEMIC SESSION 2016 - 2017

MONTH	TOTAL DAYS	TEACHING DAYS	SUNDAYS	HOLIDAYS	SUSPENSION OF CLASSES DUE TO COLLEGE ACTIVITY	SUSPENSION OF CLASSES DUE TO UNIVERSITY EXAM	SUSPENSION OF CLASSES DUE TO COLLEGE EXAM	REQUISITION OF ELECTION COMMISSION	RECESS	VACATION	REMARKS
JULY 2016	31	7	5	2 (6/7 - Id-ul-Fitre, 7/7 – NI Act)	0	17 (12/7 to 31/7 Part-II)	0	0	0	0	
AUGUST 2016	31	13	4	2 (15/8 - Independence Day, 24/8 Janmastami)	0	12 (1/8 to 13/8 Part-II)	0	0	0	0	
SEPTEMBER 2016	30	5	4	3 (13/9 - Id-ud-Zoha, 17/9 Biswakarma puja, 30/9 Mahalaya)	0	18 (7/9 to 30/9 Part - - I)	0	0	0	0	
OCTOBER 2016	31	0	5	0 (2/10 - Gandhiji's Birth Day)	0	4 (1/10 to 5/10 Part - I)	0	0	0	22	
NOVEMBER 2016	30	19	4	4 (7/11 – Chhat puja, 9/11 – Jagadhatri puja, 14/11 - Gurunanak Birth Day, 21/11 - College Foundation Day)	2 (29/11 to 30/11 - NAAC Peer team visit)	0	0	0	0	1	
DECEMBER 2016	31	17	4	1 (12/12 – Fateha Doaz Daham, 25/12 - X-Mass day)	9 (1/12 NAAC Peer team visit, 9/12 to 10/12 Closed, 26/12 to 31/12 - Principal's Discretion)	0	0	0	0	0	0
JANUARY 2017	31	17	5	3 (1/1 - New Year Day, 12/1 - Vivekananda's Birth Day, 23/1 - Netaji's Birth Day, 26/1 - Republic Day)	2 (5/1 to 6/1 - Closed after Sports)	0	4 (16/1 to 19/1 3 rd year test exam)	0	0	0	0
FEBRUARY 2017	28	20	4	3 (1/2 to 2/2 - Saraswati Puja, 24/2 - Shivratri)	1 (16/1 - Closed after college)	0	0	0	0	0	0

					social function)						
MARCH 2017	31	13	4	1 (13/3 -Holi)	0	13 (3/3 to 17/3 – Part-III exam)	0	0	0	0	0
APRIL 2017	30	20	5	2 (14/4 - Dr. B. R. Ambedkar's birth day and 15/4 - Bengali New Year)	0	0	3 (24/4 to 26/4 1 st year test exam)	0	0	0	0
MAY 2017	31	8	4	3 (1/5 – May day, 9/5 – Birth day of Rabindranath, 10/5- Buddha purnima)	1 (11/5 – Principals’ discretion)	9 (23/5 to 31/5 - Part II)	0	0	6	0	0
JUNE 2017	30	0	4	0	0	6 (1/6 to 7/6 - Part II)	0	0	20*	0	*Inclu ding Admis sion (2017- 18) work
TOTAL	365	139	52	24	15	79	7	0	26	23	

Annexure III: STUDENTS’ FEEDBACK REPORT: 2016-2017

The IQAC, Chakdaha College took an initiative to collect students’ feedback since the academic year 2014-2015 with a given format (both online and manual methods). The focus of the students’ feedback (format-Bengali and English version) is to cover the different aspects of college e.g. overall teaching- learning, campus amenities, infrastructure (academic and administrative) facilities, and teacher’s appraisal by the students. There were 15 items on teaching-learning, campus amenities & infrastructure facilities and 5 items on teachers’ appraisal. Each item of the questionnaire was subject to 5 scales of opinion viz. A (excellent), B (good), C (fair), D (poor), E (very poor). Students are requested to put A, B, C, D or E against each item freely as per their perception and honesty. The questionnaires were distributed among the Part-III students at the time of filling up of ‘forms’ to appear at Part III Examination 2017. Feedback from library users are also collected and analysed. Feedbacks from students, alumni, parents are being particularly monitored by the faculties of each departments and also by the administrative staff of the college..

The feedbacks analysis revealed that the overall feedback from different stakeholders is satisfactory.

Annexure IVa: BEST PRACTICES - 1(2016-2017)

1. Title of the Practice : Testing Facilities of water and soil
(Both chemical and Microbiological)
2. Departments involved : Chemistry and Botany
3. Objective :
 - To encourage local people to test their potable water source
 - To invite some entrepreneurs to test their water source (industrial use)
 - To earn some revenues for the college by providing such facilities
 - To involve some students in the facility so that they can have an idea of the different techniques.
4. The context :

Faculties of the said departments are extremely talented and doing their jobs meticulously besides discharging their normal academic duties. Besides chemistry and Botany, faculties of other departments who are interested and capable will participate in the said programme. Following strategies are framed to perform this kind of activities in a more profound way:

 - To procure few instruments like laminar air flow etc., Glassware and necessary chemicals exclusively for this purpose
 - To set up a laboratory for such testing facility
 - To encourage more people (specially the local people) so that they can test their water source
 - Promote to organise seminars related to such testing facilities and aware the mass.
5. The Practice :
 - Provided optimum facilities by the College to start such activities
 - By arranging in-house Seminars and conferences regarding arsenic contamination, water pollution, adulteration etc.
 - Complete authority is given to the department of Chemistry and Botany to facilitate smooth progress and implementation of the said services.
6. Observation and Inference :
 - Arranged Protocols, Procedures and Methodology (Both ISI and European Standard) regarding testing of water and soil samples.
 - Purchased essential chemicals, glass goods and media chemicals for testing
 - Success rate in terms of testing is quite satisfactory
 - After several attempts now it is possible to encourage the peoples so that they can know their sense of potable water by testing the water
7. Constraints :
 - Not enough space is available
 - Time for testing of the samples becomes a problem and to shortage of teaching staff
 - So far the facilities are provided free of cost. Institute is thinking of taking a token charge from the clients
 - Not enough financial support.

Annexure IVb: BEST PRACTICES - 2 (2016-2017)

(1) Title of the practice: Community service provided by NSS Unit, NCC unit and Students' Union.

(2) Objectives: Educational institutions are primarily teaching-learning oriented. But this process remains incomplete without a minimum agendum of social welfare for which a consistent practice is necessary. The NSS unit, NCC wing, and the Students' Union have been working to promote community services and health-awareness programmes in their own ways. The objective of the practice is to involve as many 148 students as possible in this community service and to make them physically fit, mentally alert and socially committed, i.e. complete human beings, not merely book worms.

(3) Context: In times of hurry and directionlessness, the tender-aged students should be engaged in noble tasks and welfare activities even within a limited time-span of 5/6 hours per working day and time-bound examination-system so that their energy may be put to proper use. Under the guidance of the Faculties concerned, and the General Secretary to the Students' Union of the college, every year, different enterprises are invited inside and outside the college premises. With time, some extension programmes are held. Some of these are meant for practical knowledge (knowing blood-groups), some for tackling critical situations (what to do after snake-bite), and some for preventing diseases (how to avoid drugs). Students are also enlightened about the historical and cultural tradition of their nation through the programmes like the Republic Day celebration etc.

4) Practice: Initially two NSS units worked with the motivation of making the students not only good academicians but also good humans and nationals. But on and from 2014-2015 the said units have been reduced to one as per the statute of the University of Kalyani. However, each year the Unit is trying to extend its periphery and reach out to greater society.

(a) Awareness programmes and activities of the NSS unit of the college:

i) National programmes-

- NSS day observance
- National Youth's Day Celebration
- National Integration programme
- Republic Day observance
- Independence Day observance
- Conducting Red Ribbon Programme

ii) Health Awareness Programmes:

- Blood donation camps
- Blood pressure check-up camp
- Eye check camp
- Thalassemia awareness and detection camp

iii) Community awareness programmes:

- Literacy mission
- Plantation programmes
- Anti-drug addiction campaign
- Snake bite awareness programmes
- Scavenging the campus and out side

Apart from these, special camps of seven days had been organized in the peripheral areas almost as a regular practice.

(b) Activities and programmes organized by NCC Wing: Like NSS Unit, the NCC wing (Estd. 30 th April 1984) of the college has been arranging variegated programmes down the years.

- _ Three RDC camps (Republic Day Camp)
- _ One BLC camps (Basic Leadership Camp)

- _ One LRDC camps (Local Republic Day Camp)
- _ Four NIC camps (I & II) (National Integration camp)
- _ All India Trekking camp (In UP & MP)
- _ Miscellaneous – White Water Rafting Camp

These programmes were held in different places within the state or outside in order to develop and insert among the students the quality of leadership and adventurous spirit. Most of these initiatives ended successfully with some remarkable performances in 2014 and 2015 when the students of our college occupied second positions for group - dance, solo song and cultural events respectively.

(c) Socio -cultural activities, Annual sports, etc. organized by the Students' Union round the year- This is conventional with the Students' Union of Chakdaha Collge to meddle with and organize various social and cultural programmes throughout the year:

- _ College social and Naveen- Baran (Freshers' Welcome)
- _ Sports

These activities help create an ambience of fraternity, fellow - feeling and togetherness in the college. Other than holding annual sports in the college, the Union provides a number of play-items viz. table- tennis, carrom board, football, and volleyball. The Union also plays a praiseworthy role so that not a single incident of ragging or eve - teasing takes place in the campus.

_ Humanitarian activities of the Students' Union - It bestows a very good amount as concession on the needy but meritorious students of both the Day and Morning sections. Almost 60 to 70 percent students are benefited each year.

- In any crisis of the students, the Union performs uniquely and takes them to the dispensaries or nearby hospitals whenever some fellow student is seek.

(5) Evidence of success:

Yearly all the NCC cadets attend two Combined Annual Training Camps (CATC 1-15), organised by ADG, W.B and Sikkim etc., Kolkata.

(6) Observation and constraints:

These are chiefly infra-structural and financial: (1) Computers for NSS unit and NCC wing, (2) financial support from the college or any NGO, (3) more representations from students, (4) inclusion of at least 1 class/week in the master-routine are badly desired!

(7) Note:

Despite the constraints, the authority, the faculties, concerned, the non-teaching staff and the Students' Union always discharge their sincerest efforts to carry on the activities. The students' Union is willing to donate funds to the NSS Unit and NCC wing as per its capacity.

Annexure V:

ACTION PLAN 2017-18

(IQAC-CHAKDAHA COLLEGE)

1. CURRICULAR ACTIVITIES

1.1 Plan to open up honours course in Education and MA course in Bengali. Initiatives are to be taken for commencement of some vocational courses / Add-on courses/short term courses (like food processing, retail marketing, communication skills and personality development, library and information, internet and mobile banking, audit-tax-share marketing etc.) (diploma/certificate) with a ray of hope to increase employability of students.

Further, an appropriate computer certificate course may be offered to our students at a concessional rate in collaboration with college computer centre (ICE- Computer Centre, DOEACC).

1.2 To organise a workshop regarding UGC- CBCS (choice based credit system) and to encourage faculty members for participation in board of studies meetings/ syllabus related workshops-seminars for curriculum design and development.

1.3 To help and coordinate Academic Sub-Committee to held meeting effectively and adhere to Academic Calendar 2017-18.

1.4 To help and coordinate Routine Sub Committee to prepare Class Routine (both for peak and slack periods) well in advance (and preferably circulate it during the first year admission printed forms in the college prospectus). Faculties of each department through departmental meetings) may prepare teaching plan, demarcate syllabus, frame model questions and modalities of students evaluation, and organise Parent –teacher meeting (PTM) for effective implementation of syllabus.

2. TEACHING, LEARNING & EVALUATION

2.1 Teaching, Learning and Evaluation process are to be conducted as per teaching-learning plan and methods, of each department including morning section. (emphasis are to be given on departmental academic flexibility to complete syllabus and co-ordination and academic exchange among intra-college and inter-college departments based on physical and financial constraints in the college).

2.2 Field visits, Project works as per syllabus and students participation in the seminars/workshop/ group discussion etc. activities are to be encouraged and rewarded.

2.3 Intensive use of ICT in Teaching-learning process is to be promoted.

2.4 Academic Audit to be conducted at the end of each academic session preferably by the external agency/experts.

3. RESEARCH, CONSULTANCY & EXTENSION

3.1 Faculty members are to be motivated and encouraged for their active participation in research activities, different faculty improvement programmes and international/national seminars/conferences by providing financial, technical and other supports as suggested by the Teachers' Council of the college.

3.2 A series of talks by eminent speakers on varied disciplines are to be arranged in the college during the academic session.

- 3.3 Different certificate courses, consultancy and extension services are to be provided in collaboration with private ventures to strengthen the links with society and also to generate internal resources.
- 3.4 Continuation of publication of our UGC listed Inter-disciplinary International Journal (RAY).
- 3.5 Publication of selective environmental project reports based on the local issues and resources on the college website under the active supervision of the faculty members of each department.

4. INFRASTRUCTURE & LEARNING RESOURCES

- 4.1 Effective use of Virtual class room- Demonstration/training to teachers.
- 4.2 Priority is to be given on extensive use of online library resources and improvement of library services - continuation of N- LIST (INFLIBNET) membership, free access to computer and internet system to students, regular update of college library, and arrangement of training/seminar lectures/feedback system regarding access to improved library services.
- 4.3 Syllabus, study materials, teaching materials, questions (test and final exam.), new arrivals -books and journals etc are to be arranged and displayed systematically to access easily by the students.
- 4.4 Implementation of AAA-committee recommendations.
- 4.5 Digital Identity card to be introduced.
- 4.6 Enhance physical infrastructure facilities, learning devices, electricity and internet facilities. Sports and Gymnasium, toilet and water etc. facilities are to be improved on urgent basis. Cycle garage to be maintained systematically.

5. STUDENT SUPPORT & PROGRESSION

- 5.1 Encourage students to participate in the college NCC and NSS units.
- 5.2 Expansion of Students' Aid Fund- publication of the beneficiary list.
- 5.3 Ensure students' attendance according to KU Rules – Students' Declaration/notification/PTM.
- 5.4 Feedback collection from all stakeholders -analysis and action taken report publication.
- 5.5 Encourage proper activities of Grievance Redressal Cell, Placement and counselling Cell, Alumni Association, Parents' Association.

6. GOVERNANCE, LEADERSHIP & MANAGEMENT

- 6.1 Office automation and improvement of students' management system, and update Service Books, financial audit, cash book, asset register, leave register etc.
- 6.2 Bio-metric students' attendance and library use system to be developed with digital Identity card.
- 6.3 Regular update of College Website (particularly, all relevant notices, highlight college best practices, activities of different sub-committees, publication of books-papers-articles etc, attendance and participation in RC/OP/ STC/seminar/conference etc.).
- 6.4 Strengthening online links and co-ordination among functions and activities of IQAC, GB, TC, Academic Committee.
- 6.5 Administrative Audit to be conducted at the end of each academic session preferably by the external agency/experts.

7. *ENVIRONMENT, INNOVATION & BEST PRACTICES*

- 7.1 Ensure environment friendly campus.
- 7.2 Effective use of Garden for medicinal plant, Vermi-Composting plan
- 7.3 Tree plantation programme.
- 7.4 Awareness camp/seminar regarding government schemes relevant for local people.

CHAKDAHA COLLEGE

Academic Calendar for the session 2017-2018

Sl. No.	Academic activities	Proposed Time Schedule
1.	Admission Procedure for 1 st Year B.A./ B.Sc./ B.Com. (Hons. & Gen.)	Starts on the very next day after the publication of H.S. results
2.	Date of Commencement of 1 st Year B.A./B.Sc./B.Com. (Hons. & Gen.) classes	1 st July, 2017 or according to the notification of University of Kalyani.
3.	Fresher's Welcome	Within 1 month of the completion of Admission to the 1 st Year B.A./B.Sc./B.Com. Courses.
4.	Registration of 1 st Year B.A./B.Sc./B.Com. (Hons. & Gen.)	As per K.U. schedule
5.	Provisional Enrolment of students in B.A./B.Sc./B.Com. 2 nd Year & 3 rd Year	Within 15 days from the date of completion of the end-term University Examinations.
6.	Parents-Teachers' Meet	3 rd Year Students: within 3 months of the commencement of classes in new Academic Session. 2 nd & 1 st Year Students: within 5 months of the commencement of new Academic Session.
7.	Class-tests	According to time frames, stipulated by the respective Departments
8.	Test Examinations	Two (02) months before the Final University Examinations
9.	Date of publishing Evaluative Reports of Test Examinations	Within 15 days from the completion of the said Examinations.
10.	Computer-awareness & Training Programmes for willing Students	After the Test Examinations of each Year
11.	Meeting for the Students' Aid-Fund	Just before filling in Forms for each Final Examination
12.	Form fill-in for Final Examinations	As per University notification
13.	Commencement of University Examinations	As per the Academic Calendar of the University
14.	Publication of Results of University Examinations	As per the Academic Calendar of the University
15.	Prize Distribution	Before Puja vacation
16.	Sharodatsav (Pre-Puja Celebration)	September, 2017
17.	Meeting of the Alumni-Association	To be held annually (preferably in Winter Season)
18.	Annual Sports	January, 2018
19.	Annual Social	January, 2018
20.	Basontatsav (Pre-Holi Celebration)	March 2018
21.	Departmental Re-union and Freshers' welcome	To be organized annually and notified by the respective Departments
22.	Seminar/ Conference/Workshop (International/National/State/ Regional Level)	To be organized as/when proposed by the Departments and sanctioned by the UGC or any other Funding Agencies
23.	In-house Programmes	To be held round the year (Need-based or calendar-wise), e.g. Plantation Programme, International Mother-language Day, Science Day, Rabindranath Tagore's birthday, Vermi-compost programme, etc.

CHAKDAHA COLLEGE

Holiday List-2017

No	Occasion	Month	Date	Day	No. of day (s)
1	New Year's Day	January	01	Sunday	00
2	Birthday of Netaji	January	23	Monday	01
3	Republic Day	January	26	Thursday	01
4	Saraswati Puja	February	01, 02	Wednesday, Thursday	02
5	Shivratri	February	24	Friday	01
6	Doljatra	March	12	Sunday	00
7	Good Friday	April	14	Friday	01
8	Bengali New Year's Day	April	15	Saturday	01
9	May Day	May	01	Monday	01
10	Birthday of Rabindranath Tagore	May	09	Tuesday	01
11	Sab-e-Barat	May	12	Friday	01
12	Id-Ul-Fitre	June	26	Monday	01
13	Rakhi Purnima	August	07	Monday	01
14	Janmastami	August	14	Monday	01
15	Independence Day	August	15	Tuesday	01
16	Id-Ud-Zoha	September	02	Saturday	01
17	Mahalaya	September	19	Tuesday	01
18	Puja Vacation	26 th September to 21 st October (except Sundays)			23
19	Muharram	October	01	Sunday	-
20	Birthday of Mahatma Gandhi	October	02	Monday	-
21	Jagadhatri Puja	October	29	Sunday	00
22	Birthday of Guru Nanak	November	04	Saturday	01
23	College Foundation Day	November	21	Tuesday	01
24	Fateha Dwaz Daham	December	02	Saturday	01
25	Christmas Day	December	25	Monday	01
26	Principal's discretion				05
				Total =	48
A	Summer Recess	May 16 (Tuesday) – June 30 (Friday)			
B	Winter Recess	26 th December (Tuesday) – 30 th December (Saturday)			
	State Govt. Holidays				
1	Birthday of Swami Vivekananda	January	12	Thursday	01
2	Additional day after Doljatra (Holi)	March	13	Monday	01
3	Birthday of Dr. B. R. Ambedkar	April	14	Friday	01
4	Buddha Purnima	May	10	Wednesday	01







রবীন্দ্রজয়ন্তী উৎসব ১৪২৪



TEACHERS' DAY CELEBRATION ORGANISED BY STUDENTS' UNION



LIVERED LECTURE BY THE HON'BLE PRESIDENT GOVERNING BODY ON TEACHERS DAY



জাতীয়স্তরে একদিনের কর্মশালা "বঙ্গবিদ্যা উৎসনির্দেশরীতি"



PRIZE DISTRIBUTION CEREMONY



PRIZE DISTRIBUTION CEREMONY





EXTENSION LECTURE OF COMMERCE DEPT.



CAREER COUNSELLING PROGRAMME ORGANISED BY CAREER COUNSELLING CELL



MASS AWARENESS PROGRAM ON "JAL DHORO JAL BHORO" BY GOVT OF WEST BENGAL



GAMES ROOM FOR COLLEGE STUDENTS'



GAMES ROOM FOR COLLEGE STUDENTS'



