

The Annual Quality Assurance Report (AQAR) of the IQAC  
(2012-2013)

Part – A

1. Details of the Institution

1.1 Name of the Institution

University of Kalyani

1.2 Address Line 1

P.O. Kalyani, University of Kalyani

Address Line 2

Dist-Nadia

City/Town

Kalyani

State

West Bengal

Pin Code

741235

Institution e-mail address

[registrar@klyuniv.ac.in](mailto:registrar@klyuniv.ac.in)  
registrarklyuniv@gmail.com

Contact Nos.

033-2582-2505

Name of the Head of the Institution:

Prof. Dilip Kumar Mahanti

Tel. No. with STD Code:

033-25828690

Mobile:

9433014569

Name of the IQAC Co-ordinator:

Prof. Sarbani Chaudhury

Mobile:

9432849971

IQAC e-mail address:

[igac@klyuniv.ac.in](mailto:igac@klyuniv.ac.in), [jkm.cse@gmail.com](mailto:jkm.cse@gmail.com),  
[iqacku2014@gmail.com](mailto:iqacku2014@gmail.com)

1.3 NAAC Track ID (For ex. MHCOGN 18879):WBUNGN10029

<http://www.klyuniv.ac.in>

1.4 Website address:

Web-link of the AQAR:

<http://www.klyuniv.ac.in/AQAR/aqar201213.pdf>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	3 stars	65-70%	May 30,2001	5 years
2	2 <sup>nd</sup> Cycle	B	2.67	September, 16, 2008	5 years
3	3 <sup>rd</sup> Cycle	Applied for			
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC :DD/MM/YYYY

23.10.2008

1.7 AQAR for the year (*for example 2011-12*)

2012-2013

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

- i. AQAR 2009-2010 (23/06/2016)
- ii. AQAR 2010-2011 (23/06/2016)
- iii. AQAR 2011-2012 (23/06/2016)

### 1.9 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☒ No ☐

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

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

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

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

### 1.10 Type of Faculty/Programme

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

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

Others (Specify)

### 1.11 Name of the Affiliating University (for the Colleges)

NA

### 1.12 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

8 (including Vice-Chancellor)

2.2 No. of Administrative/Technical staff

**1**

2.3 No. of students

-

2.4 No. of Management representatives

**2**

2.5 No. of Alumni

-

2.6 No. of any other stakeholder and  
community representatives

**1**

2.7 No. of Employers/ Industrialists

**1**

2.8 No. of other External Experts

**1**

2.9 Total No. of members

**14**

2.10 No. of IQAC meetings held

**4**

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

Not applicable

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

IQAC related awareness, planning and development programs

2.14 Significant Activities and contributions made by IQAC

- Promotional activity of faculties and staff members
- Teacher empowerment program
- Awareness, mobilization and promotion of IQAC related activities in various departments and research centres.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Conducting workshop 2. Conducting workshop for various stakeholders	1. Workshops organized 2. Developed awareness among various stakeholders

\* Attach the Academic Calendar of the year as Annexure.

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

Management ☐ Syndicate ☐ Any other body ☒ (Executive council)

Provide the details of the action taken

The AQAR is prepared and placed before committee. The report is discussed in E.C. Necessary actions are taken.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	27			
PG	34		2	
UG	5			
PG Diploma	1			
Advanced Diploma				
Diploma	18			
Certificate	40			
Others				
1. Integrated Masters	2			
2. B.Ed.				
3. M.Phil.	5			
Total	132			
Interdisciplinary				
Innovative				

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	37 (two semesters)
Trimester	-
Annual	1

##### 1.3 Feedback from stakeholders\* (On all aspects)

Alumni ☐ Parents ☐ Employers ☐ Students ☒

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

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

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

PG syllabuses have been modified. The semester system is ongoing with newly revised syllabus modification of syllabus.

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

No.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
192	-	-	-	2

2.2 No. of permanent faculty with Ph.D.

172

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
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

169		
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	55	106	22
Presented papers	90	94	15
Resource Persons	23	70	10

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

- Regular seminar by students, use of multimedia.
- Use of projector in class room.
- Departments arranged Group Discussions, One-to-One Interaction & question-answer sessions among the students.
- Project Based dissertation work is undertaken by the department.
- We have begun to use Technology enabled teaching and learning resources, LCD
- Audio-visual aids for teaching.
- The faculty members frequently shows video documentary and films to their students and encourages them to participate in creating wall-magazine, freelancing, anchoring

and also gives project work on current events.

- Regular educational tours are held.
- Class tests are arranged, the evaluated papers are shown to students as per demands, and the shortcomings of their answers scripts are discussed.
- Guidance to weak students.
- Use of computer enabled projections in teaching, emphasis on hands-on training in practical classes and field visits, enhanced student-teacher interactions and group discussions in the classroom.
- Experimental compositions by application of various mediums in visual arts department.
- Emphasis was given in Geography department on application of RS-GIS techniques and Statistical softwares; the effective use of participatory and innovative teaching- learning methodologies i.e. regular teacher-student interaction, group discussions, seminar presentation, film show etc.
- Field Classes, Survey, Industry visit, Instrument handling, Classroom teaching using multimedia and PPT presentation in environmental sciences
- Computer-aided learning, Power Point Presentation, Group assignments and group discussions, Questioning and cross checking, Quizzing, Seminars, Workshops, Hands on training/Practical, Projects/Dissertation, Field visit, Industrial visit, etc in few departments
- It has a feedback mechanism to evaluate the teachers and the feedback is reviewed regularly.

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

181

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

-

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

180

72

192

2.10 Average percentage of attendance of students

87%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	27728		17.83%	38.06%	26.70%	82.58%
PG	1550	-	46.06%	51.68%		97.74%
Ph.D	105					-
PG(DODL)	18460					81.93%



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

- Conducted training programme for the faculty members.
- Conducted workshop for the principals and faculties of affiliated Colleges under the University of Kalyani regarding awareness of IQAC.
- Conducted workshop for the Heads of various departments and Centers of the University of Kalyani regarding awareness of IQAC.
- Organizing workshops on regular basis in collaboration with various departments of the University.
- Collection of Students Feedback on teaching made by several faculty members.
- Introduction of Quality Assessment system for faculty members based on APR
- All reports from 2010-2011 to 2012-2013 year wise have been accumulated and a comprehensive report is prepared accordingly.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	5
UGC – Faculty Improvement Programme	4
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	17
Others	0

## 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	410	209	5	-
Technical Staff	62	73	0	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

Various programs are organized throughout the year

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	32	16	7
Outlay in Rs. Lakhs	-	-	-	-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4	2		
Outlay in Rs. Lakhs	-	-		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	597	184	-
Non-Peer Review Journals	00	08	-
e-Journals	01	02	-
Conference proceedings	110	181	-

#### 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	2-3 years	DST, DBT, ICAR-NICRA UGC, Moulana Azad	-	-
Minor Projects	1-2 years	Govt. Of W.B., UGC	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total (Cr.) : Number of project	-	-	-	-

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

ii) Without ISBN No.

### 3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences  
organized by the Institution

Level	International	National	State	University	College
Number	4	14	-	-	-
Sponsoring agencies	-	UGC SAP	-	-	-

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: Nil

3.15 Total budget for research for current year in lakhs :

From Funding agency	420 Lakhs	From Management of University/College	Nil
Total	420 Lakhs		

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
12	-	12	-	-	-	-

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

330

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

110

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

JRF 54 SRF 23 Project Fellows 21 Any other 16

3.21 No. of students Participated in NSS events:

University level 299 State level 12  
National level 8 International level 0

3.22 No. of students participated in NCC events:

University level - State level -  
National level - International level -

3.23 No. of Awards won in NSS:

University level 21 State level 1  
National level 0 International level 0

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

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

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

- Community-based Continuing Education (courses) programmes :

<i>Course</i>	<i>Area</i>	<i>Beneficiaries</i>
• Fertilizer management in Rabi crops and alternative agriculture replacing paddy	• Siksha Niketan- a premier NGO of Kalanabagram of Burdwan District	• Small and marginal farmers
• Mushroom Cultivation	• Bankimnagar Sriramakrishna Ashram, Ranaghat, Nadia	• NGO members; Disadvantaged youths & housewives, field functionaries of extension programmes of Kalyani University; Tribal villagers; Mentally disturbed and under treatment patients of a rehabilitation and treatment centre; Children of an orphan home and tribal children etc.
• Fertilizer management in Rabi crops and crop rotations and sustainable agriculture farming	• Bankimnagar Sriramakrishna Ashram, Ranaghat, Nadia	• Small and marginal farmers
• Problem of Pre-Kharif crops (specially onion)	• Maheswarpur, Natunpally, Nadia • Banamalipara Adibasi Unnayon Sangstha – renowned NGO, Banamalipara, Chakdaha, Nadia	• Small and marginal farmers
• Vermicompost training for promotion of organic training	• Baidyapur, Nadia	• Small and marginal farmers

## 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	346. 47 Acres	-	UGC	-
Class rooms	4863 sq.m.	-	UGC	-
Laboratories	3733 sq.m.	-	UGC	-
Seminar Halls	1058 sq.m.		UGC	6
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

Computerization is ongoing and is almost completed.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	123288		8781	5257500	132069	
Reference Books	5180		205	50500	5385	
e-Books						
Journals	100	2,26,000	30	46000	130	272000
e-Journals						
Digital Database (Full Text Journal Database)			4	4691612	4	4691612
CD & Video	310		90		400	
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	478	20	Lan	15	1	52	All	-
Added	80	1	Lan	3	1	2	All	-
Total	558	21	Lan	18	1	54	All	-

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

Majority of the faculty members are provided with computers. Computer laboratories are available for students with internet. Internet access is provided to teachers and students in most departments as well as administrative departments.

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

i) ICT

Rs. 506193

ii) Campus Infrastructure and facilities

Rs. 37391825

iii) Equipments

Rs. 16190670

iv) Others

Rs. 14021702

Total :

Rs. 68110388

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

As assessment and feedback obtained, necessary measures are taken care

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

Annual submission of AQAR and Personal Appraisal Report made mandatory for all faculty members to the IQAC by the Institution. This report tracks the progress made by each Department and more specifically each faculty member during the period under report. Such efforts are monitored by bodies such as executive council.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
-	1260	642	-

#### (b) No. of students outside the state

-

#### (c) No. of international students

-

Men	No	%	Women	No	%
	-	-		-	-

No	%
-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged & Minorities	Total
1070	506	37	N.A.	195	1808	1165	424	49	N.A.	179	1817

Demand ratio -- Dropout %: Less than 0.5% in all PG courses

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

Coaching for UGC NET Examination is carried out in some departments

#### No. of students beneficiaries

2



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

NET	105	SET/SLET	17	GATE	23	CAT	
IAS/IPS etc		State PSC		UPSC		Others	

### 5.6 Details of student counselling and career guidance

Counselling and career guidance is a continuous process. All teachers regularly interact with students for their academic and professional development.

No. of students benefitted

Almost all

### 5.7 Details of campus placement: Most students are placed

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	25	03	22

### 5.8 Details of gender sensitization programmes

Gender sensitization programmes are conducted by the University

### 5.9 Students Activities

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

State/ University level 77 National level 02 International level

#### No. of students participated in cultural events

State/ University level 37 National level 01 International level

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

Sports : State/ University level 04 National level 01 International level

Cultural: State/ University level 05 National level 01 International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	84	Rs. 168100
Financial support from government	181	Rs. 362015
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: Nil

## Criterion – VI

### 6. Governance, Leadership and Management

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

##### Vision

University to be a premier institute of human resource development focusing on rural economy pertaining to the need and aspirations of the youth in the region.

##### Mission

To achieve academic excellence by harmonising broader academic activity and the local community, creating environmental awareness, consciousness of basic human rights and entitlements, extending its reach and ensure access.

##### The Main Guidelines of the Mission

- Harmonising broader academic activity and the local community
- Creating environmental awareness
- Creating consciousness of basic human rights and entitlements
- Focusing on rural economy and the need and aspirations of the youth in the region
- Promoting inter-disciplinary research and a balance between basic and applied research programmes
- Extending its reach and ensure access

##### **Visions for the Future**

- To encourage student enrolment from among weaker sections, even beyond the reservation limit
- To establish a finishing school and training centre and exposure of the students passing out so that they become readily employable in specific fields
- To introduce PG courses in non-conventional subjects and short-term utility courses having job potentiality
- To establish a strong partnership between the university and industry houses
- To explore academic exchange with more and more academic institutions of repute
- To improve the existing infrastructure – both academic and physical
- To create natural ambience by developing the vast green campus not only through beautification programme but also by generating resource.

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

Result and payroll system

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

##### 6.3.1 Curriculum Development

- Framing of syllabi committees.
- Arranging workshops of various subjects for preparing the draft of revised curricula.
- Accepting the draft in the Departmental committee.
- Discussion and finalisation of the revised curricula in the Board of Studies.
- Acceptance of the revised curricula by the Faculty Councils.
- Acceptance of the revised curricula by the Executive Council.
- Release of notification for the revised curricula.
- Feedbacks on curriculum development and implementation.

### 6.3.2 Teaching and Learning

Students are encouraged to learn through interactive sessions. Teachers from other institutions come and interact with the students.

- Preparing academic Calendar
- Shifting from Annual to Semester system and continuous evaluation in all PG programmes.
- Coursework, CBCS and Credit transfer system introduced in all Ph.D. programmes.
- Compulsory project work in all PG programmes.
- Eight Smart Class rooms introduced so far and the rest is ongoing.
- Student exchange through various MoUs introduced
- Using modern methods of teaching (lectures supported by teaching aids, computer projection, demonstration, live modelling, peer-tutoring, collaborative learning etc).
- Conducting unit tests, group discussions and home assignments etc.
- Conducting tutorial classes for better assistance in small groups and doubt clearing.
- Exposing students for outdoor learning through educational trips, excursions, camps, exhibitions etc.
- Motivating students for research activities.

### 6.3.3 Examination and Evaluation

As strategy adopted by the University. Some details are as follows

- There is Separate Board of Students (BOS) each department. The academic calendar is prepared centrally and maintain strictly. Board of Studies prepares paper setter, examiner, moderators scrutinizers and examinations are conducted as per academic calendar. The evaluations are done by keeping all sorts of transparencies.
- The examination notification in accordance with the academic calendar includes the following information. Date of filling in examination forms, fees to be deposited, the documents to be produced during filling in examination forms, date of filling in examination forms with late fine. Subsequent to the completion of form fill in programmes the schedules of examination are notified. The examinations are conducted as per university norms and practices.
- To improve the quality of student's achievement, tests are conducted after the completion of a topic. Extra classes are conducted by the faculties to complete the syllabus in the stipulated time. Practical classes are conducted with great care and sincerity for developing required skills within the students. Evaluation of practical is usually completed before the commencement of theory examinations. After the theory examination, answer scripts are coded and then assessed following strictly the rules and regulations laid down by the University and the result is declared in the stipulated time. Before publication of the result a prepublication scrutiny is made. Answer scripts are also made available to have a look on the same based on same criteria.

#### 6.3.4 Research and Development

The following steps are taken to strengthen research and development

- Purchase of scientific equipment
- Recognition of quality research by giving awards to our researchers.
- Substantial increase in number and quantum of support for sponsored research work
- Increased access to e-journals
- Free internet (Wi-Fi) connectivity in each room of the Research Scholars' Halls of residences
- Substantial increase in publication output
- 
- Recognition of research output by the DST, Govt of India through PURSE grant.
- Supporting teachers with study leaves, allowances. Teachers(not having research degrees) are encouraged to pursue research degree.
- Motivating teachers to take research projects.
- Providing Research grant to pursue.
- Providing Travel Grant for participating conference and workshop.

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

The University Central Library has a 'Library Committee' as a statutory body and act as an Advisory Committee. Library automation programme using CDS software package developed by UNESCO and since the year 2005 library automation software had been changed and started using SOUL software package developed by INFLIBNET centre. All the in-house technical work has been done through the present software. Desktop computers with internet connectivity are available general access with & printers.10 mbps (INFLIBNET) and - 1 GBPS NKN Internet and 1 GBPS NKN internal band width is available in the library.

Central Library has set up an archive for digital preservation of e-resources using D-Space software and plans to archive all the publication produced by the faculty members of the Kalyani University.

The Library participating UGC INFONET Digital Library Consortium, Gandhinagar, Information and Library Network (INFLIBNET) Centre, Gandhinagar, Developing Library Network (DELNET), New Delhi.

The Library has arranged one room where some selected books, publications, catalogues and journals are kept for the purpose of the students and teachers. A few artists, art organizations and galleries have donated catalogues and publications for our department. We have also set up a screen projector in the room to enable students to make projections or view digital slides while having the theoretical classes

### 6.3.6 Human Resource Management

The University imparting short term hands on training programme as outreach activities through adult and continuing educations department. Different short term courses have been conducted to train the peoples of nearby villages to generate awareness including self employment.

### 6.3.7 Faculty and Staff recruitment

The recruitment of the faculty and non-teaching staff is done on the basis of type of post created, strictly by following the rules and regulations laid down by the U.G.C, Government of West Bengal and the University. The temporary teaching and non-teaching staff for non-grant or professional or add-on courses is recruited for one year/six

### 6.3.8 Industry Interaction / Collaboration

Efforts have been taken to have such collaboration by inviting R&D personnel of different Industries

### 6.3.9 Admission of Students

As per University Norms

### 6.4 Welfare schemes for

Teaching	FDP, Festival Advance, Mediclaim, PF Loan (Both refundable and nonrefundable), Loan from Employees' Cooperative, Travel Grants for academic purpose, Medical facility in the Campus(Health Centre with one doctor, two pharmacists and two female nurses on contractual basis), Banking facility within the campus.
Non teaching	Festival Advance, Mediclaim PF Loan (Both refundable and nonrefundable), Loan from Employees' Cooperative, Medical facility in the campus, Medical facility in the campus(Health Centre with one doctor, two pharmacists and two female nurses on contractual basis).
Students	Students aid fund ,Student Medical aid fund ,Concession on fees, Protection of girls students at campus and hostels, Boys' hostels, internet access free of cost, Endowments from stakeholders, Medical facility in the campus, Medical facility in the campus(Health Centre with one doctor, two pharmacists and two female nurses on contractual basis).

### 6.5 Total corpus fund generated

Rs. 8139406

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	University
Administrative (financial)	Yes	CAG	Yes	University

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?

Pre and post examination works are computerized.  
Development of semester systems are nearly completed.

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

For several departments, alumni association actively takes part in various activities.  
In new departments, alumni association is not significant, though alumnus try to support the current students by directing the scopes in different area.  
Conduct cultural programmes during Annual Reunion.  
Quiz contests and sports during Annual Reunion  
Arrange scientific seminars and colloquium lectures in the department

6.12 Activities and support from the Parent – Teacher Association

As such there are no organized association. Parents are supported if required for any problem of their wards.

6.13 Development programmes for support staff

Staff training programs are organized by the University

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

Tree plantation, cleaning, creation of *No smoking* zone along with organizing awareness programmes

### Criterion – VII

## 7. Innovations and Best Practices

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

The following institutions and practices have been adopted by the University for creating positive impact:

- Infrastructure of Internal Quality Assurance Cell.
- Anti-Ragging Cell.
- Cell for Combating Sexual Harassment.
- Statistical Cell.
- Counselling and Guidance Centre.
- Raising internal resources.
- Moving toward e-governance.
- Observing strict financial control.
- Development of infrastructural facilities

Administrative Innovations The following innovative strategies to bring in improved pace in administrative functioning have continued to yield the desired result: i) Administration automation, ii) E-tendering, ii) Uploading of decisions and resolutions of all the statutory bodies like Court, executive Council, Faculty Councils, Board of Research Studies in the official website of the University, iii) E-based grievance redressal system, iv) Hot-line (electricity) facility. Apart from the above mentioned strategies, already in place, the following new strategies have been initiated by the University during the year: i) High-speed internet accessibility, ii) Extended computer facility for students and teachers, iii) Up-gradation of e-library facility, iv) Advancement of Security system with closed circuit camera, v) High-powered Generator facility for uninterrupted power supply, vi) Modernisation of USIC, vii) Purified, cooled drinking water facility, viii) Installation of Fire fighting system.

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

Report is available with IQAC office



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

1. Inculcation of Culture of research in a state aided institution with limited resources

Objectives of the Practice

The University of Kalyani has a strong background of research over the years which are sustained through deliberate practice of encouragement, recognition and appraisal of the culture of research. This is being done through the following practice.

The Context

Kalyani University has a rich heritage of research and we have progressed to the present stage through the shoulders of the giants like Professor S. P. Sen, F.N.A., Professor G. K. Manna, F.N.A., Prof. P. Sengupta, F.N.A., Professor B. K. Lahiri, Professor S. Dattagupta, Prof R Shaw, Professor K. C. Majumdar to name a few. On one hand, the scientific and technological developments are progressing at phenomenal pace while on the other hand funding, opportunity and human resource for research is somewhat dwindling. Being a state-aided university, the constraints are more here. The university has adopted a policy to sustain and improve its research potential through several measures.

2. Ensuring transparency in all matters related to academic, administrative and Financial matters

Objective of the practice

The objectives include

1. Academic and Administrative Transparencies □ To provide equal opportunities to all aspirants seeking admission in various courses through transparency in admission procedure (100% online) □ To provide justice to various stake holders through addressing grievances, complains, RTIs etc □ To provide equal access to all users of facilities through log books and first-cum-first serve basis
2. To provide transparency in all matters related to Finance

The Context

Maintaining transparency in financial matters is a prime matter of concern to any growing institution. We strongly believe in the saying “a penny saved is a penny earned” and try our best to curb wastage of money. A significant number of administrative steps have been recently taken so that financial transparency is visible for the expenditure of even a single rupee.

3. To provide self-earning and self-learning opportunities to local people from backward background.

Objective of the practice

The locality surrounding the university consists mostly of bright, educated and enriched people on one side while illiterate, jobless, and immigrants struggling for life on the other side of the coin. The university has undertaken several programmes to bring some smile in the face of people belonging to the second category through rich activities of our well established Adult and Continuing Education Department and NSS centre. Some of these are:

- I. To extend expertise to local needy people providing self-earning opportunity through training programme.
- II. Providing basic computer literacy to nearly illiterate people.
- III. Educating tribal and related ‘son-of-the soil’ inhabitants of the region on health, hygiene.

#### 7.4 Contribution to environmental awareness / protection

Organizing Popular talk

7.5 Whether environmental audit was conducted? No

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

##### Strength

- a. Option to select students from a large number of applicants at PG and research levels.
- b. Academic excellence and dedication of the faculty members, all Ph.D. holders with strong research base and teaching experience.

##### Weaknesses

- a. Shortage in faculty strength which negatively impacts student-teacher ratio.
- b. Inadequate teaching space and shortage of trained technical, administrative and supporting staff in the department.
- c. Inadequate infrastructural facilities especially in terms of teaching laboratory equipments and consumables owing to insufficient funds.
- d. Lack of industry collaborations and placement facilities for the students.

##### Opportunities

- a. Increased academic interaction at Intra/ Inter - University Department level owing to Choice Based Course Credit System by means of student exchange programmes.
- b. Scope for interaction with eminent scientists and teachers of India and abroad by organization of or participation in Seminar/ Symposia/ Workshop.
- c. Access to and availing faculty improvement facilities through faculty recharging programmes.
- d. Scope for creating better connectivity with the large illustrious alumni settled in India and abroad.
- e. Possibility of creating collaborations with premier research Institutes around the campus, viz., IISER, IIIT, NIBMG, Kalyani Medical College, BCKV and upcoming AIIMS.

##### Challenges

- a. Provide adequate learning facilities and resources for students enrolled in the department from weaker sections of the society and also low achievers.
- b. Create opportunities for executing cutting edge research in plant sciences for faculties and researchers through provision of maintaining constant flow of adequate departmental funds from different national and international funding agencies.
- c. Undertake publications in quality journals for achieving higher average impact factors and other indices.
- d. Provide more optional, add-on and job-oriented courses that cater to the needs of present times and also satisfy the interests of our students.

## 8. Plans of institution for next year

Various departments plans to set up a Training Workshop for providing Training on marketable Income generating skills. Innovating Community Outreach project for vulnerable groups in identified areas are planned. Workshop for Capacity Building of NGOs engaged in Literacy and development projects are planned. Extension and Outreach programmes through the Colleges affiliated to the University to serve the need of the local areas is contemplated. More Continuing Education courses for skill development of the youths and enhance their employability, specially for the underprivileged are being planned. To develop of academic discipline is a target. To establish academic linkages among the different departments of the university is necessary and planned. Arrangement of popular lectures for the generation of awareness about environmental awareness are also planned. Other plans are as follows. Overcoming shortage of teaching faculty through fresh recruitment and appointing resource is a target. Infrastructural development e.g. extension of departmental building, up-gradation of lecture halls are planned. Lecture theatre and laboratories, smart class rooms with audio visual aids, procurement of some high end scientific instruments, purchase of text and reference books and journals are planned. Other plans are as follows.

- Overall improvement of teaching-learning and research activities of the department
- MOU with different international universities and organizations
- Research collaboration with several universities, institutes at national and international level.
- Organization of National and International seminars, workshops, special invited lectures, etc.
- Submission of research projects by individual teachers to different funding agencies.
- Participation of teachers in different faculty development/recharge programmes
- Exploring placement opportunities for students
- Institute-Industry tie-up for students' training
- Industrial visits and educational excursion
- Conduction of extension activities like environmental sensitization and awareness generation through community engagement programmes
- To develop the Animal House with state of art facilities.
- Modernization and renovation of cold rooms.
- Provide access to more e-journals and society journals by buying new journal subscriptions.
- Promote more environmental awareness programme in the local community and tribal population of Nadia district, West Bengal.
- Promote more student seminar programmes
- Conduct a national level symposium and workshop in the department.
- Syllabus revision
- Introducing M.Phil courses
- Organizing International, National and State Level Seminars.
- Publication of a Peer Reviewed Departmental Journals
- Organizing Lecture Series in the Department, particularly for the benefit of the students.
- Organizing Student Level Seminars.
- Applying for Major and Minor Research Projects by Faculty members.
- Publication of Occasional Papers by the Faculty members.
- Ensuring Inter-Departmental Coordination by arranging lectures by teachers of allied

faculties.

- Establishing liaison with other academic institutions, both national and international for collaborative exchange programs.

*Name Prof. Jyotsna Kumar Mandal*



23.06.2016

*Signature of the Director, IQAC*  
Internal Quality Assurance Cell (IQAC)  
University of Kalyani, Kalyani-741235

*Name Prof. Malayendu Saha*



23.06.16

*Signature of the Chairperson, IQAC*

*Vice-Chancellor*  
*University of Kalyani*

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Abbreviations:

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

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