THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC: 2011-12

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2011 to June 30, 2012).

[Part – A]

1. Details of the Institution -

Name of the Institution : KHARAGPUR COLLEGE

Address Line 1 : P.O. : INDA, KHARAGPUR

Address Line 2 : DIST: PASCHIM MEDINIPUR

City/Town : KHARAGPUR

State : WEST BENGAL

Pin Code : 721305

Institution e-mail address	**:**	kharagpurcollege@gmail.com
Contact Nos.	**:**	03222-225920
Name of the Head of the Institution:		Dr. Nilay Kumar Banerjee
Tel. No. with STD Code	**:**	03222-225920
Mobile	**:**	9474384852
Name of the IQAC Co-ordinator:		TARUN KUMAR RAY
Mobile	**:**	9434322182
IQAC e-mail address	**:**	tkraykgp@rediffmail.com

1.3 NAAC Track ID *(For ex. MHCOGN 18879)*

OR

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)

March 31, 2007/407

1.4 Website address:

www.kharagpurcollege.ac.in

Web-link of the AQAR:

http://www.kharagpurcollege.ac.in/KC_AQAR_2011-12.pdf

1.5 Accreditation Details -

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	78	2007	5 Years
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.6 Date of Establishment of IQAC:

27/09/2007 and restructured on 05/09/2013.

1.7 AQAR for the year (for example 2012-13) :

2011-12

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

  i. AQAR: 2011-12 submitted to NAAC on 31/03/2016.
 ii. AQAR_____ _____ (DD/MM/YYYY)
iii. AQAR_____ _____ (DD/MM/YYYY)
 iv. AQAR_____ _____ (DD/MM/YYYY)

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 [ ]

Urb [√]   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)*

Vidyasagar University, Midnapore - 721102

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

Autonomy by State/Central Govt. / University [NA]

University with Potential for Excellence [No]   UGC-CPE [No]

DST Star Scheme [No]   UGC-CE [No]

UGC-Special Assistance Programme [No]   DST-FIST [No]

UGC-Innovative PG programmes [ ]   Any other (*Specify*) [ ]

UGC-COP Programmes [ ]

2. IQAC Composition and Activities -

2.1 No. of Teachers   :   [08]

2.2 No. of Administrative/Technical staff   :   [01]

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   :   [01]

community representatives

2.7 No. of Employers/ Industrialists   `01`

2.8 No. of other External Experts   `02`

2.9 Total No. of members   `16`

2.10 No. of IQAC meetings held   : 02

2.11 No. of meetings with various stakeholders: No. `02`   Faculty `TC meeting (05)`

Non-Teaching Staff Students `2`   Alumni ☐   Others ☐

2.12 Has IQAC received any funding from UGC during the year?   Yes ☐   No `√`

If yes, mention the amount ☐

2.13 Seminars and Conferences (only quality related)

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

Total Nos. `03`   International ☐   National `1`   State ☐   Institution Level `2`

(ii) Themes:

1. "Quality of Higher Education and Opportunities - for students"
2. "Scope of Research and further academic developments – for faculty members"
3. "Quality of Technical up gradation – for support staff"

2.14 Significant Activities and contributions made by IQAC -

- Reviewed of ideas of the previous session and taking necessary action for implementing the recommendations as far as practicable.
- Arranged three UGC Sponsored National Seminars and one workshop in four different subjects. In addition two college sponsored seminars were organised.
- Class room infrastructure development.
- Steps taken to modernize the facilities for students like canteen and library, sit outs etc.
- Protection of environment and greenery inside the campus through development of students awareness.
- Taking initiative for upgradation of play ground and initiation for establishment of sports complex.

2.15 Plan of Action by IQAC/Outcome -

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

Plan of Action	Achievements
1) To take proper steps for improving the performance of students in the upcoming session 2011-12.	1) Performance of the students in Unit Tests was found better and their final results were also improved. Their mistakes in the unit test have been discussed elaborately in the class.
2. To take measures for improving the attendance of students in General and Honours classes.	2. Percentage of attendance improved little bit. The college authority became more strict about the rules and regulations of the University on this matter.
3. To prepare and preserve documents in the departments and in the college office in more professional way, and digitize documents whenever possible.	3. Preparation and preservation of documents continue. To preserve the answer scripts of Unit test one room has been made.
4. Infrastructural facilities—electrical connection, furniture and equipment in the classrooms, departmental rooms and in the office to be checked and facilities to be extended wherever applied.	4) Infrastructural facilities were taken care of and new furniture and equipment were purchased as per needs.
5. New classroom to be constructed for accommodating increasing number of students.	5. Construction of a new building block was finished and the rooms were made ready for holding classes.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes | √ | No | |

Management | √ | Syndicate | | Any other body | |

Provide the details of the action taken

The GB approves the activities taken up by the IQAC.

[Part – B]

Criterion – I

1. Curricular Aspects -

1.1 Details about Academic Programmes -

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	01	-	-	-
UG	17	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	NSOU Study centre
Total	18	-	-	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	one
Trimester	-
Annual	Seventeen

1.3 Feedback from stakeholders*   Alumni [√]   Parents [   ]

Employers [   ]   Students [√]

(On all aspects)

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

*Please provide an analysis of the feedback in the Annexure

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

The College is affiliated to the Vidyasagar University, Midnapore and bound to follow the University Syllabi designed by the respective Board of Studies of the University.

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
	49	21	26	-	Librarian (01), GLI (01)
Approved PTT	36	-	-	-	36
Approved CWTT	02	-	-	-	02

2.2 No. of permanent faculty with Ph.D. 19

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	19	0	0	0	0	04	0	04	19

2.4 No. of Guest and Visiting faculty and Temporary faculty 05 06 01

2.5 Faculty participation in conferences and symposia -

No. of Faculty	International level	National level	State level
Attended Seminars/	08	25	20
Presented papers	08	20	20
Resource Persons	Nil	04	06

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

- Classes through Power Point Presentation
- Audio &Visual Lectures shown to the students which are prepared by IGNOU, NPTEL.
- Students' magazine for approaching the syllabus in varied ways and for their creative expressions.
- One-to-one counselling and guidance
- Guided library hours
- Project Works
- Field Survey

- Special Classes
- Quiz
- Remedial Classes
- Group discussion
- Class seminar
- Workshop

2.7 Total No. of actual teaching days during this academic year -
<div>255</div>

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

- As the College is affiliated to Vidyasagar University, Midnapore, it follows the rules and regulations of the university for annual examination. Photocopy of the answer script is issued to student on demand under R.T.I Act through the College.
- Re-examination of Answer Script is done on demand of students through the College.

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

05	02	04

2.10 Average percentage of attendance of students -
<div>77%</div>

2.11 Course/Programme wise distribution of pass percentage -

Title of the Programme	Total no. of students appeared	Division				
		Distinction (%)	I (%)	II (%)	III (%)	Pass (%)
BENG (PG)	**54**		40			**100**
BENG H (UG)	**79**		0			**98.73**
ENG H	**51**		0			**100**
HINDI H	**30**		20			**100**
HIST H	**46**		0			**91.30**
POLSC H	**21**		0			**100**

PHIL H	**16**		6.25		**100**
SAN H	**50**		6.0		**96.0**
GEO H	**24**		0		**100**
ECO H	**2**		100		**100**
PHYS H	**22**		36.36		**86.36**
CHM H	**19**		21.05		**100**
MATH H	**38**		0		**100**
ZOOL H	**16**		12.50		**87.5**
BOT H	**04**		0		**75.0**
COMMERCE (H)	**116**		10.34		**96.55**
B.A. GEN	**149**		0		**98.6**
B.SC. GEN	**15**		0		**85.7**
BCOM GEN	**35**		11.43		**90**

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

- IQAC, in their first meeting, wanted to know the problems if any in taking classes. IQAC also analyzed the feedback already received.
- The IQAC monitors and evaluates the further suggestions offered by teaching faculty and also considers the opinions of other sectors. Subsequently, it takes actions for better teaching-learning process by conducting periodical meetings in collaboration with Academic Committee.
- After getting further recommendations from IQAC, the teachers monitor the overall performance of students through tutorials, home assignments, and periodical tests besides internal examinations scheduled by university in a better a way. Institutional steps for group discussions and personality development are on towards positive direction.
- IQAC strongly recommends to maintain university rules regarding students attendance. It also recommends for completion of syllabus and necessary examinations according to academic plan.

2.13 Initiatives undertaken towards faculty development -

Faculty / Staff Development Programmes	**Number of faculty benefitted**
Refresher courses	5
UGC – Faculty Improvement Programme	3
HRD programmes	00
Orientation programmes	4

Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	1
Others	00

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(Gr-C)+10(Gr- D)	3	Nil	5
Technical Staff	1 (Gr- C) + 12(Gr- D)	4	Nil	3

Criterion – III

3. Research, Consultancy and Extension -

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

- The IQAC meets regularly to discuss various plans to promote research climate and motivate the faculty to do M. Phil and Ph. D and Refresher courses. It also encourages the teachers to join refresher and orientation courses in time for their academic as well as promotional matters. In addition, IQAC regularly informs and encourages the faculty members to apply for research grants projects and grants to UGC/ DST/ DBT/CSIR etc.
- The IQAC of the college encourages the staff to apply for FDP (Faculty Development Programme), Major and Minor Research projects and to organize seminars, workshops and conferences etc.
- The IQAC also motivates the staff for research publications, articles, reviews and books.
- The IQAC oversees the on duty and study leave granted to the faculty for attending professional Seminars, Conferences, and Workshops, for course work examination for Ph.D. and other research works etc.

3.2 Details regarding major projects -

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	01	Nil	Nil
Outlay in Rs. Lakhs		25.28 (Dr. J.Pramanik)	34.58	

3.3 Details regarding minor projects -

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	03	Nil	Nil
Outlay in Rs. Lakhs		1.35	1.53 (Dr. Dola Pahari)	

3.4 Details on research publications -

	International	National	Others
Peer Review Journals	6	22	5
Non-Peer Review Journals	5	18	2
e-Journals	-	-	-
Conference proceedings	5	20	5

3.5   Details on Impact factor of publications:

Range | 1-6 | Average | 2.5 | 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 (Lacs)	Received (Lacs)
Major projects	09/01/2012 to 08/04/2015	DST	**34.58**	25.28
Minor Projects	2011-12	UGC	2.35	2.06
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total			36.93	27.34

3.7 No. of books published   i) With ISBN No. | 6 | Chapters in Edited Books | 2 |

ii) Without ISBN No. | 4 |

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 | NIL |

3.11 No. of conferences organized by the Institution -

Level	International	National	State	University	College
Number	NIL	03	Nil	Nil	03
Sponsoring agencies	-	UGC	-	-	Kharagpur College

3.12 No. of faculty served as experts, chairpersons or resource persons | 02 |

3.13 No. of collaborations   International | Nil | National | 6 | Any other | 02 |

3.14 No. of linkages created during this year | 01 |

3.15 Total budget for research for current year in lakhs :

From Funding agency | 27.595 | From Management of University/College | 0.40 |

Total | 27.995 |

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
5	3	2	-	-	-	-

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

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 | Nil | SRF | Nil | Project Fellows | Nil | Any other | 01 |

3.21 No. of students Participated in NSS events:

University level | 120 | State level | 60 |

National level | Nil | International level | Nil |

3.22 No. of students participated in NCC events:

University level | 80 | State level | 40 |

National level | 36 | International level | 04 |

3.23 No. of Awards won in NSS: NIL

University level | | State level | |

National level | | International level | |

3.24 No. of Awards won in NCC:

University level | 04 | State level | 02 |

National level | 02 | International level | 0 |

3.25 No. of Extension activities organized:

University forum | Nil | College forum | 06 |

NCC | 04 | NSS | 06 | Any other | |

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

- Various social programs like planting trees, visiting local areas to create awareness to overcome the problems of sanitation and hygiene. Attempts have also been made to identify the areas of concern and to prepare blueprints to overcome.
- In order to motivate high school students into the various advanced areas of education, our teachers visited some schools and delivered lectures. Encouraging responses were received.
- Our college persisted in appealing to the PWD to repair and manage good roads adjacent to the college campus in order to enhance road safety and smooth passage of students.
- Beyond college hours, a part of our playground are made available to young people from surrounding areas and minority students from nearby locality so that they could exercise some healthy practice of playing and thus to maintain a social harmony.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing (Constructed)	Newly created	Source of Fund	Total
Campus area	10,906 Sq.m	1086 sq. m.	UGC & College	11992 sq. m.
Class rooms	21	Nil	-Do-	-
Laboratories	06	Nil		-
Seminar Halls	Nil	Nil	--	Nil
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	7	1	-Do-	1,35,000
Value of the equipment purchased during the year (Rs. in Lakhs)	Not available	2,15,000	-Do-	2,15,000
Others				

4.2 Computerization of administration and library -

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books & Reference Books	29510	-	NIL	Nil	29510	-
e-Books	Nil	Nil	Nil	Nil	Nil	NIl
Journals	4	-	Nil	Nil	Nil	-
e-Journals	Nil	Nil	Nil	Nil	Nil	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Others (Donated)	52	-	Nil	Nil	52	-

4.4 Technology up gradation (overall) -

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depar tments	Others
Existing	25	01	Nil	Nil	Nil	01	19	
Added	5	Nil	10	Nil	Nil	Nil	Nil	
Total	30	01	10	Nil	Nil	01	19	

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

- Periodic workshops for computer training, internet awareness were held for the teaching and non-teaching staff and students.
- Internet access to some departments
- Periodic training for Laboratory technical staff to make them conversant with new instruments and safety measures.

4.6 Amount spent on maintenance in lakhs :

i) ICT
> 1,62,500

ii) Campus Infrastructure and facilities
> 44,89,008

iii) Equipments
> 3,50,000

iv) Others
> 2,50,000

Total :
> 52,51,508

Criterion – V

5. Student Support and Progression -

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

- IQAC was careful from the very beginning about the facilities offered to students within the scope of the institution.
- It tried to ensure healthy environment and safe water for all and good quality of food in the canteen at affordable price for the students.
- IQAC did oversee various students' affairs apart from regular classes. This consists of cultural programs, sports, entertainments etc.
- IQAC advised the governing body and Teacher-in-Charge through their report to take several measures for better students' education. Besides, Class rooms distributions, allotments, special classes, internal tests, checking drop outs, maintaining attendance, enhancing their interest in studies were also supervised by IQAC.

5.2 Efforts made by the institution for tracking the progression -

The following efforts were taken by the college for the progress of the institution:

- The institution monitored and ensured the achievements of the learning outcome by analyzing the results of tests, and other examinations and also the pass percentage through the Academic Committee Meeting.
- The staff and students were motivated to participate and present papers in seminars/workshops
- Conducted by various academic bodies.
- Aptitude for research were also inculcated among the faculty members and students for project and research works.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3685	109	--	--

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
1860	50.47

Women

No	%
1825	49.53

Last Year (2010-11)						This Year (2011-12)					
General	SC	ST	OBC	PC	Total	General	SC	ST	OBC	PC	Total
2778	504	172	114	7	3575	2863	520	177	117	08	3685

Demand ratio: 3.8:1   **Dropout % : 5.4%**

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

The Career Counselling Cell was formed by the Governing Body of the college. Dr. Mahadev Mukherjee was appointed as the Co-ordinator of the cell. The cell has been functioning very well under his supervision. The Cell organizes coaching classes for various competitive exams on need-based criteria. It has arranged different programmes on career counselling, campus interviews and career guidance for future studies.

No. of students beneficiaries   75

5.5 No. of students qualified in these examinations -

| NET | - | SET/SLET | 01 | GATE | | CAT | |
| IAS/IPS | | State PSC | | UPSC | | JAM | 06 |

5.6 Details of student counselling and career guidance -

The Career Counselling Cell intensively looks after counselling students on matters relating to employment and arranges various programmes:

- It arranges trainings, seminars and workshops for motivating and preparing students for various competitive exams and jobs.
- The Cell has a small library which regularly provides the students with books, magazine and other study materials on career guidance.
- Various newspapers and weekly papers with news about employment (like the Employment News) are subscribed to and news and notifications about vacancies is notified to the students on notice boards.
- The cell helps students in filling up off-line and online forms

No. of students benefitted   225

5.7 Details of campus placement -

	On campus		Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes -

- Women's Welfare Sub-Committee was constituted with female staff and female students for dealing with issues relating to discrimination of women arising out of gender bias.
- Sexual Harassment Prevention Cell has been constituted.

5.9 Students Activities -

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

State/ University level   106   National level   19   International level   -

No. of students participated in cultural events

State/ University level   20   National level   03   International level   -

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

Sports : State/ University level   47   National level   12   International level   -

Cultural: State/ University level   06   National level   01   International level   -

5.10 Scholarships and Financial Support -

	Number of students	Amount
Financial support from institution	550	2,28,000
Financial support from government	645	-
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 - [10]

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

The college aims at overall development of the locality and its adjoining areas directly through education and indirectly through participation in various socio-economic, cultural and welfare activities.

Mission

Kharagpur College was established in the Year 1949 with a mission to become an Institution of Academic excellence. The Symbol of half-blossomed lotus under the Sun in our College emblem carries one great meaning. Here the lotus aspires to develop and blossom in full in response to the light of the Sun. The lotus symbolizes the divine possibilities of human nature. The college seeks to build up a solid foundation of personalities through knowledge and perfection in the multifarious avenues of life. We are sincere to maintaining the environment, which can motivate self-discipline creativity and excellence.

6.2 Does the Institution has a management Information System -

The college has an MIS software named Smartcollege which runs from a central database in networked condition and data generated from various computers are stored there. Descriptive and analytical data are retrieved for various purposed. The financial management of the college is also executed through this software.

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

6.3.1 Curriculum Development: Our College is affiliated to the Vidyasagar University, Midnapore and bound to follow the University Syllabi designed by the respective Board of Studies of the University.

6.3.2 Teaching and Learning:

- Preparing academic calendar
- Using advanced method of teaching
- Conducting unit test, group discussions and home assignment etc.
- Conducting preliminary examination with innovative known and unknown options

6.3.3   Examination and Evaluation:

- Internal Examinations are conducted at regular intervals. (Academic calendar attached).
- University Examinations are conducted as per the norms and regulations of the Vidyasagar University, Midnapore.

6.3.4   Research and Development:

- Established Project sub-committee from Teachers' council for inculcating research atmosphere.
- Teachers are involved in Major and minor research projects fro academic and institutional development.
- Teachers are encouraged to write in national and international journals and books.
- Teachers are encouraged to pursue research degrees.
- Out of 47 permanent teaching staff in the college 19 teachers have Ph. D. Four teachers are pursuing to complete Ph. D programme.

6.3.5   Library, ICT and physical infrastructure / instrumentation -

- Central Library the heart of the college is being equipped with modern facilities to cater the need of students, teachers and the member of library through Soul Software.

6.3.6   Human Resource Management:

- The institution has sincere, dedicated and committed faculty and Visionary management.
- Staff members have the opportunity to pursue part-time Computer course.
- Besides Various workshops and training programs are organised for the benefit of staff member

6.3.7   Faculty and Staff recruitment:

The faculty is recruited through College Service Commission, Govt. of West Bengal as per the UGC norms. While appointing guest lecturers the college follows the guidelines and rules and regulations of the university, the State Govt. and tries to conform to the UGC norms whenever possible. Appointment of the permanent non- teaching staff is done following the norms of the Directorate of Public Instruction, Govt of West Bengal. The casual staffs are appointed following the norms of the State Govt.

6.3.8   Industry Interaction / Collaboration:

i) Seminars arranged by Industry people

ii) Industrial visits and Field visits are arranged in some Departments.

6.3.9 Admission of Students:

- The college follows the rules and regulations for admission as fixed by the affiliating University and the State Govt.
- Admission of students to various courses is based on merit and is transparent.
- Efforts are made to ensure that all students seeking admission to the various courses stay informed through different modes of publicity.
- The college has developed its own website for the convenience of students seeking admission to the college.

6.4 Welfare schemes for

6.5 Total corpus fund generated

Teaching	Kharagpur College Co-Operative Credit Society Ltd., Group Insurances Scheme, P.F. Facilities and Maternity leave
Non-teaching	Kharagpur College Co-Operative Credit Society Ltd., Group Insurances Scheme, P.F. Facilities and Maternity leave
Students	Kharagpue College Proficiency Award eight other merit medal and scholarship awards which are mentioned in the college prospectus.

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	Vidyasagar University	Yes	Academic Subcommittee
Administrative	Yes	- DO -	Yes	IQAC

6.8 Does the University/ Autonomous College declares results within 30 days? N.A.

For UG Programmes   Yes ☐   No ☐

For PG Programmes   Yes ☐   No ☐

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

N.A.

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

N.A.

6.11 Activities and support from the Alumni Association -

Department of Physics of this institution has a Alumni association which is not yet registered under West Bengal Society Registration Act. But the process is going on for registration. This association has organised its 3rd reunion programme on 25th September, 2011 in the college campus. They have organized one blood donation camp on the same day and organized seminar by eminent faculties of Physics during alumni meet.

6.12 Activities and support from the Parent – Teacher Association -

Parents were called to communicate the performances of their wards and efforts have also been made to asses the students' progress in parent teacher meetings. Suggestions are also invited from parents and also suggestions offered to them for betterment of the students in particular and the institution as a whole.

6.13 Development programmes for support staff -

- Computer training for the staff.
- Additional academic facility through Netaji Subhas Open University study centre.
- Regular orientation programs held for the support staff in laboratories.

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

- Tree plantation in the Campus through NSS programmes regularly,
- Gardening in every season,
- To make the campus plastic free
- To make the campus smoke free by minimizing the use of fossil fuels.
- Consideration of erecting solar panels.
- Testing of drinking water is being done by Microbiology Department to maintain the quality.
- No tree is being cut unless it becomes dead or is being uprooted by natural calamities.

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.**

Academic:
1. Continuation of class test.
2. Preparation of topic based project report as per syllabus as usual.
3. Involvement of students in different awareness programme on thalassemia, dental check up, blood donation, physiological measurements like ECG test, BMI and BP measurements, Trade Mill test etc.
4. In house seminars
6. Classes for Communication skill development and writing CV, personality development etc., to face interviews in securing jobs.

Administrative:
1. Maintaining of Computerized system at student section as before.
2. Student admission system through bank located at college campus.
3. Proper usage of teaching faculty for important administrative sectors through different subcommittees.

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

Action Taken for Academics:
1. Most of our proposals for revision of syllabus have been accepted by different BOS.
2. Feedback was taken regularly from students, alumni and parents.
3. One major and three minor projects
4. Teachers' involvement as Head Examiners in university Examinations.
5. Students participated in various activities at the university, district and state levels.
6. For remedial coaching funds from UGC were used for special classes for students of different backward classes.

Action Taken for Administration:
1. Recruitment of Guest Lecturers for some Departments
2. Provisions made for better students' attendance.
4. Upgradation of office software in cash section.
5. Participation of our teachers in governing bodies of other colleges as V.U. nominee.

Action Taken for Infrastructure:
1. Construction of Women Hostel Started
2. Construction of new Library building is ongoing
3. Laboratory instrument purchased as requred by the departments.
4. Water Purifies installed in different location for drinking water.
5. More toilets constructed for students.
6. Most of the class rooms are fitted with fans and sufficient light.

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

1. Different modes of teaching aiming at effective involvement of students.
2. Steps taken to change the mindset of the students in different social and cultural affairs beyond their curriculum

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

7.4 Contribution to environmental awareness / protection -

1. Environmental awareness programme of NSS Unit through summer and winter camp.
2. Through field study at local municipality by Geography department
3. Tree plantation for beautification and to arrest environmental degradation.
4. Awareness programme by the students in the nearby locality for prevention of cutting trees
5. The institution spread awareness and sensitized both the student and the rural community around the college regarding sustainable environment through individual and group competitions, talks, exhibitions, movie screening etc.
6. The college has provided few dustbins and waste Boxes in different location of the college.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

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

STRENGTH:
1. Large area of the college.
2. Huge number of regular bonafied students.
3. Large number of SC/ST and Minority students
4. Proper financial budgeting of the departments.
5. The college has the study centre of Netaji Subhas Open University
5. Advance lab facilities of the science streams.
6. Major research projects funded by DST
9. Two number of NSS units

WEAKNESS:

1. As because the college is Government Aided that is why the college has to depend on the Government to recruit permanent teachers. That is why a good number of faculty posts are lying vacant.
2. The departments are still not having advance Lab facilities as well as the Department's Library are also not up to the mark.
3. Absence of Post Graduate Courses in all departments.
5. Absence of College Alumni Association.
6. Absence of proper internet and Wi-Fi facility.

OPPORTUNITY:

1. To provide group insurance for all the staff members and medical facility to the students.
2. To provide post-graduation courses to the students as well as to start post-graduation in the teachers

    training courses.
3. To provide extra coaching for the NET/SET, GRE, GATE and TOFEL exams.
4. To reduce the drop outs by providing financial assistance to the weaker students.

CHALLENGES:

1. Over dependence on university for curriculum, syllabus and timely examination.
2. To accommodate the vacant posts of the permanent faculty with the equally talented teachers.
3. Providing basic facilities to the students with the limited staff members.
4. To reduce the drop-outs.
5. Providing modern lab facilities to the students.

8. **Plans of institution for next year -**

1. To arrest drop out if any and to enhance the students' performance at the desired level.
2. To increase audio-visual system for improving the teaching – learning process.
3. Modernization of laboratories with latest equipments.
4. To increase no of books in library for the students and staff.
5. Proposal for construction of boundary wall and internal drainage system.
6. Proposal for providing more number of poor students under students' concession scheme.
7. More health service facility for the students.
9. Proposal for appointment of guest and contractual teachers in different department.

Name: Tarun Kumar Ray, Associate Professor

Name: Dr. Kaushik Kumar Ghose

Signature of the Coordinator, IQAC

Co-ordinator, IQAC
Kharagpur College
Kharagpur-721305

Signature of the Chairperson, IQAC

Teacher-in-Charge
KHARAGPUR COLLEGE

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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A N N E X U R E – I

Academic Calendar 2011-2012

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of Classes Days	No. of days available for holding Class/ Exam	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
July'11	1st	July (1-7)	03.07.2011 Rathajatra (Sunday)	1 day	6 days	Practical Class / Exam. for 2nd Year
	2nd	July (8-14)	10.07.2011 (Sunday)	1 day	6 days	Practical Exam. For UG 2nd Year
	3rd	July (15-21)	17.07.2011 (Sunday)	1 day	6 days	18.07.2011 Commencement of 1st, 2nd,3rd year B.A./B.Sc./B.Com. Classes
	4th	July (22-28)	24.07.2011 (Sunday)	1 day	6 days	25.07.11-Last date of admission of 1st year B.A./B.Sc./B.Com students
July - August- 2011	5th	July 29-Aug-04	31.07.2011 (Sunday)	1 day	6 days	02.08.2011 Last date of submission of academic auditing report to V.U.
August - 2011	6th	August (5-11)	07.08.2011 (Sunday)	1 day	6 days	09.08.2011-Last date of change of subject for 1st year B.A./B.Sc./B.com Students
	7th	August (12-18)	14.08.2011 (Sunday) 15.08.2011 (Independence day)	2 days	5 days	Class for UG 1st,2nd & 3rd Year & PG- 1st & 3rd Sem
	8th	August (19-25)	21.08.2011 (Sunday) 22.08.2011 (Janmstami)	2 days	5 days	25.08.2011 –Last date of submission of registration from to V.U. for 1st year B.A./B.Sc./B.com students without fine

Academic Calendar 2011-2012

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of Classes Days	No. of days available for holding Class/ Exam	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
August – September-11	9th	Aug.26-Sept.-01	28.08.2011 (Sunday) 31.08.2011 (Id-Ul-Fitre)	2 days	5 days	30.08.2011-Last date of admission for 2nd & 3rd year B.A./B.Sc./B.Com students. 06.09.2011-Last date of submission of Teachers ' Bio-data to V.U. 09.09.2011-Last date of Submission of registration from to V.U. for 1st year B.A./B.Sc./B.Com Students with fine. 1st week of September : Inter College Cultural Meet. Students Union election to be held in between 12.09.2011 to 24.09.2011
September-11	10th	Sept. (2-8)	04.09.2011 (Sunday)	1 day	6 days	
	11th	Sept. (9-15)	11.09.2011 (Sunday)	1 day	6 days	
	12th	Sept. (16-22)	18.09.2011 (Sunday)	1 day	6 days	
	13th	Sept. (23-22)	25.09.2011 (Sunday) 26.09.2011 (Vidyasagar Birth Day) 27.09.2011 (Mahalaya) 29.09.2011 (University foundation day)	4 days	3days	
September-October-2011	14th	Sept-30 Oct. -06	02.10.11 (Mahatma Gandhi's birth Day & puja Holidays begin)	5 days	2 days	Class for UG 1st,2nd & 3rd Year & PG-1st & 3rd Sem
October-2011	15th	October (7-13)	Puja Holidays	7 days	NIL	
	16th	October (14-20)	Puja Holidays	7 days	NIL	PG CLASSES (PG- 1st & 3rd Sem)
	17th (Part)	October (21-26)	21.10.2011 to 26.10.2011 (Puja Holidays)	6 days	1 day	PG CLASSES (PG- 1st & 3rd Sem)

Academic Calendar 2011-2012

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of Classes Days	No. of days available for holding Class/Exam	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
October-November-11	17th (Part)	October (27)		NIL	1 days	PG CLASSES (PG- 1st & 3rd Sem)
	18th	Oct-28-Nov-03	28.10.2011 (Bhatridwitya) 30.10.2011 (Sunday	2 days	5 days	Class for 1st,2nd,3rd Year & PG
November-11	19th	Nov. (4-10)	04.11.2011 (Jagadhatri Puja) 06.11.2011 (Sunday) 07.11.2011 (Id-Ud-Zoha)	3 days	4 days	Class for 1st,2nd,3rd Year & PG
	20th	Nov. (11-17)	10.11.2011 (Guru Nanak Birth Day) 13.11.2011 (Sunday)	2 days	5 days	Class for 1st,2nd,3rd Year & PG
	21st	Nov. (18-24)	20.11.2011 (Sunday)	1 day	6 days	Class for 1st,2nd,3rd Year & PG
November December-11	22nd	Nov-25 Dec-01	27.11.2011 (Sunday)	1 day	6 days	Class for 1st,2nd,3rd Year & PG
December-11	23rd	Dec. (02-08)	04.12.2011 (Sunday) 06.12.2011 (Muharram)	2 days	5 days	Annual Sports of College Classes for 1st,2nd,3rd Year & PG
	24th	Dec. (9-15)	11.12.2011 (Sunday)	1 day	6 days	Classes for 1st,2nd,3rd Year & PG
	25th	Dec. (16-22)	18.12.2011 (Sunday)	1 day	6 days	Inter College Sports of V.U. Classes for 1st,2nd,3rd Year & PG
	26th	Dec. (23-29)	25.12.2011 to 29.12.2011 (Winter Recess)	5 days	2 days	Classes for 1st,2nd,3rd Year & PG/Processing for examination of internal assessment

Academic Calendar 2011-2012

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of Classes Days	No. of days available for holding Class/Exam	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
December-11 January-12	27th (Part)	Dec-30 -Jan.-01	30.12.2011 to 01.01.2012 (Winter Recess)	3 days	NIL	Classes for PG/Processing for examination of internal assessment
January-12	27th (Part)	January (2-5)		NIL	4 Days	Classes for 1st,2nd,3rd Year/Processing for examination of Internal Assessment
	28th	January (6-12)	08.01.2012 (Sunday)	1 day	6 days	Classes for 1st,2nd,3rd Year, Exam of PG/ Processing for examination of internal assessment
	29th	January (13-19)	15.01.2012 (Sunday)	1 day	6 days	Classes for 1st,2nd,3rd Year & Exam for PG/ Processing for examination of internal assessment
	30th	January (20-26)	22.01.2012 (Sunday) 23.01.2012 (Netaji birth Day) 26.01.2012 (Republic Day)	3 days	4 days	Classes for 1st,2nd,3rd Year & PG
January-February-12	31st	Jan-27-Feb-02	28.01.2012 (Saraswati Puja) 29.01.2012 (Sunday)	2 days	5 days	Classes for 1st,2nd,3rd Year & PG
February-12	32rd	Feb. (3-9)	05.02.2012 (Fateha Duwaz Daham)	1 day	6 days	Classes for 1st,2nd,3rd Year & PG
	33rd	Feb. (10-16)	12.02.2012 (Sunday)	1 day	6 days	Classes for 1st,2nd,3rd Year & PG
	34th	Feb. (17-23)	19.02.2012 (Sunday)	1 day	6 days	Classes for 1st,2nd,3rd Year & PG

Academic Calendar 2011-2012

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of Classes Days	No. of days available for holding Class/Exam	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
February-March-2012	35th	Feb-24-Mar-02	26.02.2012 (Sunday)	1 day	6 days	Classes for 1st,2nd,3rd Year & PG
March-2012	36th	March (3-9)	04.03.2012 (Sunday) 08.03.12 (Doljatra)	2 days	5 days	07.03.2012 Closing of 3rd year B.A./B.Sc./B.Com Classes for 1st,2nd Year & PG Classes
	37th	March (10-16)	11.03.2012 (Sunday)	1 day	6 days	Classes for 1st,2nd,3rd Year & PG
	38th	March (17-23)	18.03.12 (Sunday)	1 day	6 days	Classes for 1st,2nd,3rd Year & PG
	39th	March (24-30)	25.03.2012 (Sunday)	1 day	6 days	Classes for 1st,2nd,3rd Year & PG
March-April-2012	40th	Mar 31-Apr -06	01.04.2012 (Sunday) 06.04.2012 (Good Friday)	2 days	5 days	Classes for 1st,2nd,3rd Year & PG
	41st	April (7-13)	07.04.2012 (Easter Saturday) 08.04.2012 (Sunday) 13.04.201(Chaitra Sankranti)	3 days	4 days	12.04.2012-Closing of 1st & 2nd year B.A./B.Sc./B.Com Classes Class for PG Practical class for B.Sc. Part-II

Academic Calendar 2011-2012

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of Classes Days	No. of days available for holding Class/Exam	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
April - 2012	42nd	April (14-20)	14.04.2012 (Bengali New Years' Day) 15.04.2012 (Sunday)	2 days	5 days	Class for PG Practical class for B.Sc. Part-II
	43rd	April (21-27)	22.04.2012 (Sunday)	1 day	6 days	Study Leave for PG 4th Sem Class for PG 2nd Sem Practical class for B.Sc. Part-II
April - May - 2012	44th	Apr-28-May.04	29.04.2012 (Sunday) 01.05.2012 (May Day) 05.05.2012 (Buddha Purnima)	3 days	4 days	Study Leave for PG 4th Sem Class for PG 2nd Sem Practical class for B.Sc. Part-II
May-2012	45th	May (5-11)	06.05.2012 (Sunday) 08.05.2012 (Rabindranath Birth Day)	2 days	5 days	Class for PG-2nd Sem. Spot Evaluation for Part-III/Processing of Part -I & Part-II examination
	46th	May (12-18)	16.05.2012 to 18.05.2012 (Summer Recess)	3 days	4 days	Class for PG-2nd-Sem, Exam of PG-4th Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination
	47th	May (19-25)	Summer Recess	7 days	NIL	Class for PG-2nd-Sem, Exam of PG-4th Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination
May-June-2012	48th	May-26-Jun.01	Summer Recess	7 days	NIL	Class for PG-2nd-Sem, Exam of PG-4th Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination

Academic Calendar 2011-2012

Month	No. of Week to Academic Session	Dates in the Week	Holidays	No. of Classes Days	No. of days available for holding Class/Exam	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
June-2012	49th	June (2-8)	Summer Recess	7 days	NIL	Practical Class for PG-2nd-Sem. Spot Evaluation for Part-III, Processing of Part-I & Part- II examination Admission Process of UG 1st Year
	50th	June (9-15)	Summer Recess	7 days	NIL	Study leave for PG 2nd Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination. Admission Process of UG 1st Year
	51st	June(16-22)	Summer Recess	7 days	NIL	Study leave for PG-2nd Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination Admission Process of UG 1st Year
	52nd	June (23-29)	Summer Recess	7 days	NIL	Practical Practice Class for 2nd Year Exam of PG_2nd Sem. Spot Evaluation for Part-III/Processing of Part-I & Part- II examination. Admission Process of UG 1st Year
	53rd	June (30)	Summer Recess	1 day	NIL	Practical Practice Class for 2nd Year Exam of PG_2nd Sem. Spot Evaluation for Part-III/Processing of Part-I examination. Admission Process of UG 1st Year

A N N E X U R E – II

KHARAGPUR COLLEGE
KHARAGPUR
Students Feedback on Teachers

Department: _____   Year: _____

Please rate the courses on the following attributes using the 10 point scale shown:

10	9	8	7	6	5	4	3	2	1

↓ Very Good   ↓ Very Poor

Name of the Teachers		
Attributes		
1. Communication Skills (in terms of articulation and comprehensibility) আলোচ্য বিষয় বস্তুকে দক্ষতার সঙ্গে প্রকাশ করেছেন		
2. Interest generated by the teacher আলোচ্য বিষয় বস্তুকে আকর্ষণীয় করেছেন		
3. Ability to integrate course material with environment/other issues to provide a broader perspective পাঠ্য বিষয়কে পরিবেশ ও পারিপার্শ্বিক বিষয়ের সঙ্গে সমন্বিত করে দৃষ্টিভঙ্গীর প্রসারতা ঘটিয়েছেন		
4. Ability to integrate across the courses/draw upon other courses পাঠ্য বিষয়ের সাথে পাঠ্য বিষয় বহির্ভূত বিষয়কে সমন্বিত করেছেন		

Please See Overleaf

Name of the Teachers	
Attributes	
5. Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate outside class discussion) শ্রেণী কক্ষে ও শ্রেণী কক্ষের বাইরে শিক্ষক মহাশয়ের সাহচার্য পাওয়া গেছে: (শিক্ষক মহাশয় জীবনে চলার পথে উৎসাহ যুগিয়েছেন	
6. Ability to design quizzes /examinations/ assignments /projects to test understanding of the course পাঠ্যবস্তুকে সুস্পষ্টভাবে বোধগম্য করে তুলতে যেসব প্রশ্ন সাজিয়েছেন, বিশেষ বিশেষ হোমটাস্ক দিয়েছেন, বিশেষ কোন ধরনের কাজ সুসম্পন্ন করার ভার দিয়েছেন	
7. Provision of sufficient timely feedback ছাত্রের ভূলভ্রান্তি সংশোধনের জন্য যথোপযুক্ত সময়ে ব্যবস্থা নিয়েছেন	
8 Knowledge base of the teacher (as perceived by you) শিক্ষকের জ্ঞানের ভাণ্ডার (তোমার ধারণা অনুযায়ী)	
9. Sincerity/Commitment of the teacher শিক্ষকের নিষ্ঠা এবং দায়বদ্ধতা	
10. Overall rating সার্বিক মূল্যায়ন	