

The Annual Quality Assurance Report (AQAR) of the IQAC

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, 2012 to June 30, 2013)*

Part – A

AQAR for the year (for example 2013-14)

2015-16

1. Details of the Institution

1.1 Name of the Institution

UNION CHRISTIAN TRAINING COLLEGE

1.2 Address Line 1

107, NETAJI ROAD

Address Line 2

City/Town

BERHAMPORE

State

WEST BENGAL

Pin Code

742101

Institution e-mail address

principaluctc@rediffmail.com

Contact Nos.

03482-250254

Name of the Head of the Institution:

DR. SASIM KABIRAJ THAKUR

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03482-250254

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Name of the IQAC Co-ordinator:

DR ANIRUDDHA CHAKRABORTY

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IQAC e-mail address:

ani.c1234@rediffmail

1.3 NAAC Track ID (For ex. MHCOGN 18879)

WBCOTE13887

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/49/A&A/42 DATED 15-06-2009 (B.Ed)

EC/49/A&A/43 DATED 15-06-2009 (B.P.Ed)

1.5 Website address:

www.uctcollege.org

Web-link of the AQAR:

http://www.uctcollege.org/download/pdf/AQAR_UCTC.pdfFor ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.72 (B.Ed) & 2.55 (B.P.Ed)	2009	2014
2	2 nd Cycle	B ⁺	2.57	2016	2021
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

12/09/2009

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 2009-10 submitted to NAAC on 19/08/2011**
- ii. **AQAR 2010-11 submitted to NAAC on 19/08/2011**
- iii. **AQAR 2011-12 submitted to NAAC on 23/08/2012**
- iv. **AQAR 2012-13 submitted to NAAC on 11/08/2013**
- v. **AQAR 2013-14 submitted to NAAC on 17/02/2015**
- vi. **AQAR 2014-15 submitted to NAAC on 27/01/2016**

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*)

**THE WEST BENGAL UNIVERSITY OF
TEACHERS' TRAINING EDUCATION
PLANNING AND ADMINISTRATION (B.Ed.)

UNIVERSITY OF KALYANI (B.P.Ed.)**

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

06

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

02

2.5 No. of Alumni

03

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

16

2.10 No. of IQAC meetings held 06

2.11 No. of meetings with various stakeholders:

No.

02

Faculty

05

Non-Teaching Staff

04

Students

04

Alumni

02

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.

International

National

State

Institution Level

01

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Preparation of PBAS, CAS of Faculty members, Interaction with head with the Internship School head, Faculty meet, Student meet, non-teaching meet, alumni meet, preparing action plans etc.

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
ICT based teaching learning environment	Reflection is found on University result of the students
Preparing college research committee	Most of the faculty members received minor research projects
Value based education	New building
Total development	Semi automated library
	Wi-fi campus

Enhance co scholastic skills	ICT based Classroom
Infrastructural development	

* 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

- ✓ **Formulates College Research Committee**
- ✓ **Helps Teacher to prepare PBAS**
- ✓ **Online admission**
- ✓ **Conducts CAS at time of promotion of the faculty**
- ✓ **Opinion exchange regarding academic excellence**
- ✓ **Arrangement for student feedback responses**
- ✓ **Development of quality culture in the Institution**
- ✓ **Facilitating the criterion of a learner-centric environment conducive for quality education**
- ✓ **Faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process**
- ✓ **Documentation of the various programmes/activities of the Institution: leading to quality improvement**
- ✓ **Linkage between Practice teaching schools time to time as per modified teacher education programme**

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				
UG	02			
PG Diploma				

Advanced Diploma				
Diploma				
Certificate				
Others				
Total	02			
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern Number of programmes
 Semester **02**
 Trimester
 Annual

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.

SYLLABI RESTUCTURED AS PER NCTE GUIDELINE

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

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	21	18	03		1 Principal

2.2 No. of permanent faculty with Ph.D.

16

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
00	01							00	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	05	02
Presented papers	01	02	
Resource Persons		01	

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

ICT based Teaching Learning

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

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

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed	191		99.47	.53		100
B.P.Ed	98		96.93	3.07		100

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

Face to face feedback is taken by IQAC

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	02
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	
Others	

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	06	00	00
Technical Staff	00	01	00	00

Criterion – III

3. Research, Consultancy and Extension

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

IQAC formulates College Research Committee

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	03		00
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	10	
Non-Peer Review Journals		06	
e-Journals		02	
Conference proceedings		05	

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				
Minor Projects	18 months	UGC	4,00,000	2,80,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.

01

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

00

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		UGC			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

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

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

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

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

- Platinum Jubilee Celebration
- Institution –Practice teaching School interaction
- Swach Bharat Avijan

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	5.20 acre	0	-	5.20 acre
Class rooms	09	0		09
Laboratories	08	0		08

Seminar Halls	01	0		01
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

Finance and Library section is fully computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	14002		732		14734	
Reference Books	550		34		584	
e-Books	80809				0	
Journals	21		0		21	
e-Journals	3828		0		3828	
Digital Database	0		0		0	
CD & Video	22		0		22	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	25	01	16	0	0	01	02	
Added	05	0	0	02	01	0	0	
Total	30	01	16	02	01	01	02	

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

00

4.6 Amount spent on maintenance in lakhs :

i) ICT	75,000
ii) Campus Infrastructure and facilities	100,000
iii) Equipments	120,000
iv) Others	50,000
Total :	345,000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC organizes Co-scholastic activities through co-curricular activities committee

5.2 Efforts made by the institution for tracking the progression

Internal Assessment, Class test.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
579			

(b) No. of students outside the state

02

(c) No. of international students

0

Men	No	%	Women	No	%
	338	58.37		241	41.63

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
403	88	36	46	06	579	403	88	36	46	06	579

Demand ratio **1:6** Dropout % **0**

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

SSC TET NET-SET

No. of students beneficiaries

12

5.5 No. of students qualified in these examinations

NET	02	SET/SLET	00	GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

Such mechanism is not followed

No. of students benefitted

5.7 Details of campus placement

On campus

Number of
Organizations
Visited

Number of Students
Participated

Number of
Students Placed

Off Campus

Number of Students Placed

5.8 Details of gender sensitization programmes

5.9 Students Activities

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

State/ University level **25** National level **02** International level

No. of students participated in cultural events

State/ University level **03** National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	06	10000
Financial support from government	126	189000
Financial support from other sources	35	52,500
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: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Liaison, Learning, Learning, Leadership, Luculence

Mission: Pedagogical excellence, teaching through dedication, Promote ideal moral character, democratic decision making, solidarity of mankind, systemization of academic lacuna

6.2 Does the Institution has a management Information System

none

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

6.3.1 Curriculum Development

Followed University Curriculum
Faculty device the module and submitted to the Principal

6.3.2 Teaching and Learning

ICT based, Face to Face interaction, Project, Seminar

6.3.3 Examination and Evaluation

As per University schedule and syllabus

6.3.4 Research and Development

UGC funded MRP, books and journal publication

6.3.5 Library, ICT and physical infrastructure / instrumentation

New books and journals, e-journal, Laboratory equipments

6.3.6 Human Resource Management

6.3.7 Faculty and Staff recruitment

6.3.8 Industry Interaction / Collaboration

6.3.9 Admission of Students

As per merit list

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	Through Student Aids fund

6.5 Total corpus fund generated

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	State
Administrative	Yes	Govt.		

6.8 Does the University/ Autonomous College declares 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?

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

6.11 Activities and support from the Alumni Association

Encourages top ranking students by felicitation

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

Programme on Paper less governance

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

- **Campus Cleaning**
- **Herbal plantation**
- **Gardening**

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.

Wi-fi campus, semi automated library, ICT based classroom, adoption of new curriculum quickly and interaction with other institutions of local domain

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

Wifi campus, INFLIBNET, e-books and e-journal facility, routine health check-up of students and faculty, enhance social responsibility through awareness programme, paperless office work

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

Institutional field sharing for games and sports (Annexure 1)
Opinion exchange and observation of other Institutional library by our Library staff

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

7.4 Contribution to environmental awareness / protection

- **Tree plantation**
- **LED monitor in lieu of CRT**
- **Gardening**
- **Everyday Campus cleaning**
- **Include environmental education in the optional paper**

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:

- Qualified Faculty
- Faculty-Student teacher interface
- Enriched Library
- Well-equipped Laboratories
- Sound Infrastructure
- Consistent excellent Academic output
- Well-built Alumni Association
- Fine tuning with practice teaching school
- Merit based online admission procedure
- e-journal facility

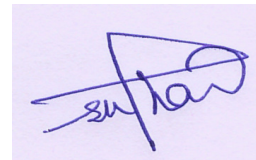
Weakness:

- Lack of virtual classroom facility
- No auditorium
- Absence of proper refilling of ground

8. Plans of institution for next year

- Paperless office
- Full automated library
- Virtual Classroom
- Opening of NSS course
- M.A. in education
- M.Ed. & M.P.Ed course
- Swimming Pool

Name: **Dr. Aniruddha Chakraborty**


Signature of the Coordinator, IQAC
Name: **Dr. Sasim Kabiraj Thakur**


Signature of the Chairperson, IQAC

Annexure -1Best Practice in the Institution (I)

Title of the Practice	Institutional Field sharing for Games and Sports
Goal of the Practice	To maintain friendly atmosphere with college other organizations as well as educational Institutions. Existing B.P.Ed. Students may directly involve to office and field management of games and sports.
The Process	Other Institutions apply to the Institution and Institution provides the date to the applicant as per availability. Head of department of the Physical Education selects the officials from our student teachers and they perform on the day to experience themselves in real field.
Impact of the Practice	<ul style="list-style-type: none"> ✓ Enable our student teachers to gather actual situation of the practical field ✓ College creates a good relation with the neighbouring Institution as well as Municipality and Government organizations.
Contact Person	Dr. Sasim Kabiraj Thakur Principal Union Christian Training College (B⁺) Berhampore, Murshidabad, 742101 e-mail: principaluctc@rediffmail.com

Annexure -2Best Practice in the Institution (II)

Title of the Practice	Opinion exchange and observation of other institutional our library by our Library staff
Goal of the Practice	To refresh the library staff and educate them about the existing work practices in other Institutional library.
The Process	The library staff members are taken for a one day trip to nearest Institutional library to observe the activities and current advancement in library and information system that they are functioning. The purpose being to refresh them. They interact with the Institutional staff and if any suggestion is given they provide.
Impact of the Practice	There is qualitative improvement in the services offered to the student teachers by the staff.
Contact Person	Dr. Sasim Kabiraj Thakur Principal Union Christian Training College (B⁺) Berhampore, Murshidabad, 742101 e-mail: principaluctc@rediffmail.com