P. N. Das College

Santinagar, Palta, P.O. Bengal Enamel, North 24 Parganas, Pin : 743122 (WB)

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Ref: Track ID: WBCOGN25639

To
The Director,
National assessment and Accreditation Council (NAAC),
P.O. Box No. 1075, Nagarbhavi,
Bangalore – 560072,
India.

Sub: Uploading SELF STUDY REPORT, 2015, of P.N. Das College, Santinagar, Palta, P.O. Bengal Enamel, North 24 Parganas, West Bengal, PIN 743122, for 1st Cycle Accreditation, 2015, in our official website *www.pndascollege.in*

Dear Sir,

In compliance of our LOI requirements, we are glad to upload our **SELF STUDY REPORT 2015,** in our official website ***www.pndascollege.in,*** for 1st Cycle of Accreditation, containing the key aspects of the functioning of our college during the last four years.

I ardently look forward to hear from you on your decision regarding Peer Team Inspection to be conducted in our college.

Thank you.

Yours faithfully,

Dated: 1st December, 2015

Sharmila De

(Dr. Sharmila De)

Principal
P. N. DAS COLLEGE
Santinagar, Palta, 24 Pgs. (N)

PREFACE

It gives me great pleasure to present the Self Study Report of P.N. Das College to National Assessment and Accreditation Council for assessment. The college is situated in Palta, in the North 24 Parganas district of West Bengal. The college was established on 20th August 1962 and was initially affiliated to Calcutta University. Later, in 2008, the college was affiliated to West Bengal State University along with other colleges of the district.

The college offers undergraduate course in 16 subjects. It is one of the few colleges in the state to offer Hindi as a subject. The college boasts of many achievements in the field of games and sports.

During the preparation of self study report, we have collected data -- institution wise, department wise and individual wise. In this regard, co-operation of all stakeholders is greatly acknowledged.

The documents placed in the Self Study Report are true to the best of my knowledge and belief.

Dr Sharmila De

Principal

P. N. Das College, Palta

Certificate of Compliance

This is to certify that P. N. Das College fulfils all norms
1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition is valid as on date. It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be. In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.
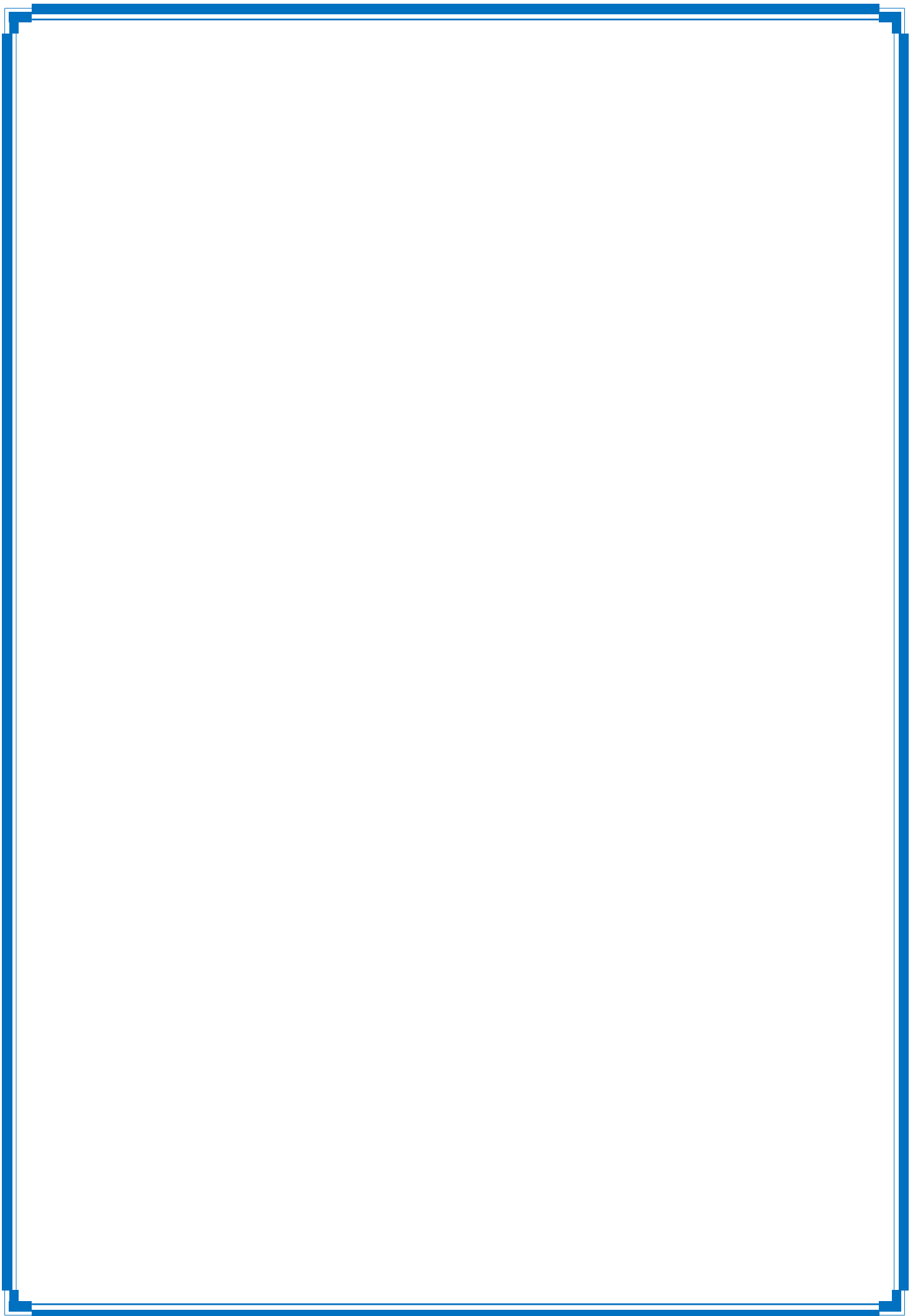
Date: 01-12-2015
Place: Santinagar, Palta

Principal,
P. N. Das College
Santinagar, Palta, P.O. Bengal Enamel,
Dist: North 24 Parganas,   West Bengal, Pin-743122

CONTENTS

EXECUTIVE SUMMARY

CRITERION I

CURRICULAR ASPECTS

The college was established on 20th August, 1962, through the efforts of eminent visionaries of the locality which in those days was thronged by people belonging to socially and economically backward classes. Initially, the college got affiliation from Calcutta University for Humanities stream and later for Commerce and Science. Presently, the college is affiliated to the West Bengal State University. The courses that the college is affiliated with are: B.A. Honours courses in Bengali, English, History, Political Science, Education and Geography, B.A. General course, B.Com Honours and General, B.Sc. Honours in Geography, and B.Sc. General. In total, 16 subjects are taught in the college. The college follows the syllabus of the parent university. The college has an Academic Committee which functions as a guiding and monitoring unit that monitors the proper implementation of the curriculum.

The examination schedule of the University is followed for the end of year examinations. However, the college test routine is drawn by the institute.

The library of the college is well equipped with latest edition books and is being computerised. The college has registered under NLIST recently and students and teachers are being added to avail the facility.

The college has a computer centre where basic computer training is organised for students. In addition, there is a gymnasium for the students and staff. Yoga classes are being arranged by the Physical Education teacher.

The NCC unit of the college is very active. The NSS Unit has started functioning only recently.

STRENGTHS:

♦ Courses in all the three streams -- Humanities, Science and Commerce -- offered.
♦ Dedicated faculty members
♦ Well-equipped library with reprography and internet facilities
♦ Organising seminars on topics of general interest for students
♦ High teacher–student ratio ensuring strong interaction

WEAKNESSES:

♦ Location of the college
♦ Socio-economic background
♦ Deficiency of classrooms due to which new courses cannot be applied for
♦ paucity of permanent faculty members

OPPORTUNITIES:

- Vast area of the premises lies unconstructed where new buildings and departments can come up
- Improvement of the general results of the college as a result of high teacher-student ratio
- More ICT enabled classrooms
- Remedial coaching for non-creamy layer
- Career counselling of students

CHALLENGES:

- Introduction of new courses
- Motivating the local people to get involved with the development of the institution
- Improvement of results
- Fund generation and proper utilisation

CRITERION II

TEACHING, LEARNING AND EVALUATION

The institute provides a completely transparent process of admission. The number of seats, reservation rules and eligibility criteria are advertised beforehand. The process is completely online and in compliance with government regulations.

We have a set of highly qualified teachers dedicated to the cause of students. Teachers use audio visual aids of teaching. Students are encouraged to participate in the lesson and feedback is taken from the students to improve upon the fields that are lagging behind.

The institute is differently abled friendly.

The academically weaker students are identified through class tests midterm tests and remedial coaching is offered to them.

Teachers upgrade themselves by attending orientation and refresher programmes. The college remained open for 254 days in the last session out of which 161 was the number of teaching days.

STRENGTHS:

- One to one interaction with students
- Regular assessments and guidance
- ICT enabled classrooms
- Computerised library
- Computer facilities to staff and students
- Gymnasium

WEAKNESSES:

- Inability to adhere to Academic calendar due to reasons not related to the institution
- Not all classrooms are ICT enabled
- Scarcity of number of classrooms
- Number of permanent faculty low
- Cut off marks at admission is too low

OPPORTUNITIES:

- Introduction of new courses
- Introduction of skill development courses
- To motivate all members of teaching faculty to pursue Ph.D. dissertation work
- Introduction of Post Graduate studies

CHALLENGES:

- Over all development of the college
- To increase the demand ratio and admit greater number of students
- To make the college one of the sought for colleges of the district

CRITERION III

RESEARCH ,CONSULTANCY AND EXTENSION

The emphasis in the research, consultancy and extension activities of the College is on the holistic development of the students and on shaping the young minds that can make a difference to the community and the environment. Over the last few years, the institution has taken an active role in the promotion of research among its faculty and in fostering a spirit of research culture among its students.

The Research Committee of the College motivates teachers to undertake projects and the institution provides all support to enable implementation of research schemes. Two of our faculty members have completed their Ph.D. while in service. In addition, faculty members from Mathematics, Commerce, Hindi and English are currently pursuing their Ph.D. programmes and one from the department of Philosophy has applied for it. Beside the active engagement in research, one of our faculty members, the Principal, Dr. Sharmila De, has been a supervisor of a Ph.D. programme under Jadavpur University.

The Research Committee also extends full support in availing finance from funding agencies. In the current year, 03 Minor Research Project proposals have been forwarded to the UGC for process. Last year also 03 Minor Research Projects have been sanctioned by the UGC.

Various departments of the college organized national and state level seminars to create interest among teachers and students. In the last 04 years, 01 National Seminar and 04 State Level Seminars were organised by the college. In 2014 the college had the honour of hosting the International Conference of the 'Paschim Banga Itihaas Samsad' which even brought renowned personalities from abroad. These provided an opportunity for the students to meet with the distinguished personalities from across the country as well as abroad.

The Research Committee encourages teachers to participate in Seminars and Symposiums and accordingly, in the last 04 years a large number of teachers have participated and presented papers in International/National and State Level Seminar which amounts to about 45 in number. Apart from the annual College Magazine, the institution has also started publishing printed version of an annual Journal with ISSN No.

It is a policy of the institution to provide services to the local area with an aim to reach out to the community at large. Honorarium received by faculty members through consultancy on individual basis is not shared with the College as these are undertaken outside College hours.

Students of the College are also involved in extension activities as part of the institution's commitment to social responsibility. The IQAC takes a proactive role in monitoring students' involvement in community services, where need-based programmes are organized with the participation of both students and teachers. These activities help broaden students' perspective towards their roles in society and sensitize them to real-life issues. Collaborative and inter-disciplinary projects and field works by the students in some of the departments of the college were also undertaken like the students and faculties of the departments of Economics, Geography and Political Science undertook a socio-economic survey of tribal people in the Mohanpur Gram Panchayat area. The Department of Geography regularly conducts social surveys and field works.

STRENGTHS
As the college has General courses for the less meritorious students it is also playing an important role in the process of universalization of education.

The long journey over time has ensured the gradual building up of a large and highly enriched library with some rare publications which helps the faculty as well as students in enriching themselves and undertaking research activities.

The college boasts of a strong cadre of NCC students who regularly undertake extension activities in the locality.

WEAKNESSES
The college has insufficient fund for basic research which prevents it from further developing the infrastructure and facilities needed for carrying out research.

Till the beginning of this session, the college did not possess any NSS unit. Consequently, the extension activities had to be done under the banner of the college which posed problems regarding the funding of such activities.

OPPORTUNITIES

As the college is situated in a backward region inhabited by SC, ST people, there is ample scope of undertaking extension activities with a view to improve their educational, social as well as economic status.

CHALLENGES

It is a challenge for the institution to develop the college NSS unit which has been sanctioned in this academic session. This will enable us to serve the locality even better.

The college has also embarked on making the provision of seed money which will enable the institution to fund the small-scale research activities, project works and conduct surveys without waiting for finance from external agencies.

CRITERION IV

INFRASRUCTURE AND LEARNING RESOURCES

The college measures 5.2 acres consisting of an administrative block, a library block, science block, annex block, ladies hostel and an old block. There are in total 20 classrooms out of which 6 are ICT enabled, one smart classroom. Apart from that there is a seminar room and departmental offices. The classrooms are well ventilated and are spacious.

The college has got affiliation for General courses in Physics, Chemistry and Computer Science and the departments are housed in a separate building. The laboratories are well equipped. There are 27 desktop computers and 18 laptops. The laptops have been distributed among the teachers and staff members.

There are separate common rooms for boys and girls with indoor game facilities and television. There is a canteen where food items are sold at a subsidized rate and a cheap canteen where stationery items are available.

An Indoor Sports Complex is being constructed with the financial aid from UGC under XI plan.

The college has an NCC unit with a capacity of 125 cadets. The college has applied for NSS and is awaiting the approval of the University.

The college has a water body and a large open space where plantation is being carried out under NREG Scheme.

The college library has 13485 books and is registered under NLIST. The students and the staff members have been given the optimum freedom to use the facilities. In addition, there are departmental libraries.

The students, staff and faculty members are provided computing facility through a good number of computers and an equal number of allied accessories and internet connectivity along with the Wi-Fi enabled campus.

STRENGTHS:

- Campus measuring 5.2 acres where new blocks or buildings can be constructed
- Computerised library with e-books and e-journal subscription
- Provision of basic computer training
- A gymnasium with a physical instructor employed by the college
- Introduction of new subjects with moderate intake capacity

WEAKNESSES:

- Low demand ratio and admissions in the preceding sessions
- Lack of funds for construction of more classrooms
- Need to introduce subjects in demand and develop necessary infrastructure

OPPORTUNITIES:

- Improvement of academic results to have a positive impact on demand ratio
- Interaction with neighbouring schools and motivating the students to take up higher education in our institution

CHALLENGES:

- High demand ratio
- Excellence in results
- Excellence in cultural activities
- To start a full-fledged Science stream from 2016.

CRITERION V

STUDENT MENTORING AND SUPPORT

The college authority maintains absolute transparency in the admission process. All the information, including admission criteria, and number of seats, are made available on the college website as well as in the prospectus. There is a Students' Aid Fund and financial support to economically backward students is provided out of the fund. In addition, there are different state scholarships like minorities scholarship, SC/ST scholarship, bidi shramik stipend, Kanyashree Prakalpa, etc.

Recently, the IQAC has proposed mentoring for students by the teachers of the respective departments. Each teacher is allotted a fixed number of students who regularly interact with the teacher for guidance and support.

The students are covered under accidental insurance at the institution.

Remedial coaching is provided to the students.

Students are encouraged to display articles in the departmental/college wall magazine. The college publishes a magazine annually.

There are a women's cell, an anti-ragging cell and sexual harassment cell.

The games and sports department of the college has won many laurels at various levels.

The NCC cadets participate and organise various programmes in and outside the college.

STRENGTHS:

♦ Involvement of teachers in all activities addressing student development
♦ Involvement of students in extension activities
♦ Approximately 40% students receive financial aid
♦ Student mentoring and feedback
♦ Book bank and departmental libraries
♦ Excellent performance in games and sports

WEAKNESSES:

♦ Unavailability of proper mechanism for compilation of records of student progression
♦ Mostly students with poor economic background who tend to take up job after graduation leading to a lag in the vertical mobility.
♦ Tendency of drop out

OPPORTUNITIES:

♦ With the initiation of mentoring and due to limited number of students, the problems of drop out and results can be taken care of
♦ Involving students in various college activities
♦ Introduction of "Earn while you Learn"
♦ Orientation programme for students

CHALLENGES:

♦ To draw a greater number of students towards the college by improving infrastructure and providing support
♦ To increase rate of progression to higher education

CRITERION VI

ORGANISATION AND MANAGEMENT

The Governing Body is the top management of Government aided colleges in West Bengal.

It comprises the Principal, two University nominees, two government nominees, four members of the teaching and two members of the non teaching staff, a student representative and eminent personalities of the locality. The college administration divides the total affairs of the college into various committees. The Finance Committee consists of the members of the Governing Body. The other committees like Admission Committee, Academic Committee, Library Committee, Purchase and Repair Committee, Examination Committee, Research Cell, Women's Cell, Grievance Redressal Cell are formed from within the staff members. Some committees have students' representation as well. The committees meet at regular intervals to discuss the affairs of college and any matter that needs attention.

The proposals for improvement come from the IQAC and different committees which are placed in the Governing Body meeting by the Principal. The decisions taken by the Governing Body are informed to all staff members. The committee members ensure that the decisions of the management are being followed.

STRENGTHS:

Active participation of the Governing Body in the development of the college

The various sub committees put forward their suggestion and decisions which are considered by the college authority for implementation thus strengthening the involvement of the staff members in improvement of the institution

WEAKNESSES:

Low student strength leading to low budgetary allocation for development

Shortage of classrooms

Low strength of teaching and non teaching staff members

OPPORTUNITIES:

Introduction of new courses after construction of new building

Introduction of Post Graduate courses

CHALLENGES:

To involve local bodies and administration for overall development of the college

CRITERION VII

INNOVATION AND BEST PRACTICES

The college authority aims at making the campus green and eco-friendly. Though there has not been any green audit done so far the campus boasts of a green zone with small herbal garden. There is water body in the campus that needs a facelift.

The office and the library are computerized completely. The classrooms are fitted with audio-visual aids.

Students of this college are well trained in different sports skills and games. They have been awarded and rewarded in various aspects of outdoor and indoor games. The college has been a champion many times and at present the college with the support of The department of physical Education is enhancing the training programmes as well as the fascilities for further betterment.

STRENGTHS

- The college has a large expanse of rolling green space lined with tall hard wooded trees and a water body. Different plots have been marked for different gardens supervised by gardeners and members of the college.

- Our students who are our real strength usually come from very backward areas and rural background. Thus they are naturally skilled in games and sports. We at the institution have identified the students who can be trained and tutored into very good athletes. The college has been very proud of their success and is looking forward for many more.

- Our Administrative block is fully computerized and we work with computers and data banks in all departments of the office thus making the rigorous work easier and organized.

- The Library has a large number of books and is fitted with **5** computers and internet services. The library caters to the students and staff of the college, and at present the library is highly accessible to students due to its computerized form.

WEAKNESSES

- The college has a large space which becomes very difficult to monitor and maintain due to shortage of staff and regular gardeners.

- Students who are skilled in games and sports sometimes do not approach the departments and college,their lack of attendance due to impoverished background makes it difficult to train many students who are deserving.

- We are trying to train all our office staff in computer skills which for many reasons has not been possible at present.

- The library is fully computerized and yet there is not enough footfall as expected, since many of our students are not used to computers yet.

OPPORTUNITIES

- The green campus can provide ample opportunity towards environmentally secure and pollution free zones in the campus. It can be a natural resource for our students to understand the Natural environment.
- The office can be a good resource of records only when they can work with the computers and data bases.
- Since this college falls in the backward area and rural belt there is a huge scope of improving the status of the institution if we can train our students properly and make them confident of their skills and abilities.
- The library which is the powerhouse of an institution can provide our students with ample opportunities like jobs and trainees in the college and outside the college too.

CHALLENGES

- The college aspires to build a very congenial atmosphere inside the campus which would be natural, pollution free and environmental friendly. We will need staff, resources and fund to develop this huge campus in future.
- Our challenge is that the college will successfully improve the career and conditions of the rural students who are highly skilled in many fields. It will try very hard to give them every opportunity that they deserve. The college would like to see more Champions not only in the District or State level but also nationally and even internationally.
- Computers and web are an essential feature of the modern world and we will certainly be able to train the entire staff and students sometime in future and give them the opportunity to build a very illuminating future for the College and oneself.

PROFILE OF THE AFFILIATED / CONSTITUENT COLLEGE

1. Name and Address of the College:

Name :	P.N. DAS COLLEGE
Address :	SANTINAGAR, PALTA
City :KOLKATA	Pin :743122 State :WEST BENGAL
Website :	www.pndascollege.in

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Sharmila De	O:03325921327 R:03325912233	9748329535		pndascollege@gmail.com pndc.principal11@gmail.com
Vice Principal	N/A	O: R:			
Steering Committee Co-ordinator	Sri. A.K.Bhakat	O:03325921327 R:03325603001	9883241384		amal.bhakat@gmail.com

3. Status of the Institution: Affiliated College

4. Type of Institution:

a. By Gender

i. For Men   ☐

ii. For Women   ☐

iii. Co-education   √

b. By Shift

i.   Regular   ☐

ii.   Day   √

iii.   Evening   ☐

5. It is a recognized minority institution?

Yes   ☐

No   √

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.   NA

6. Sources of funding:

Government   ☐

Grant-in-aid   √

Self-financing any other

7.   a. Date of establishment of the college: 20/08/1962   (dd/mm/yyyy)

b. University to which the college is affiliated /or which governs the college (If it is a constituent college):

West Bengal State University

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	Yes, Before 1972	
ii. 12 (B)	Yes, Before 1972	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act) **Please see ANNEXURE III**

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) **N/A**

Under Section/ Clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.				
ii.				
iii.				
iv.				

(Enclose the recognition/approval letter)

8.   Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes   [√]   No   [ ]

If yes, has the College applied for availing the autonomous status?

Yes   [ ]   No   [√]

9.   Is the college recognized

a.   by UGC as a College with Potential for Excellence (CPE)?

Yes   [ ]   No   [√]

If yes, date of recognition: …………………… (dd/mm/yyyy)

b.   for its performance by any other governmental agency?

Yes   [ ]   No   [√]

If yes, Name of the agency …………………… and

Date of recognition: …………………… (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	RURAL
Campus area in sq. mts.	5.2 acres (21043-36) sq.mts.
Built up area in sq. mts.	2881sq.mts.

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities   √
- Sports facilities
* play ground   √
* swimming pool   X
* gymnasium   √

- **Hostel**
  * **Boys' hostel**   NIL

  Number of hostels

  Number of inmates

  Facilities (mention available facilities)

  * **Girls' hostel**

  Number of hostels   1 with12 seats & 13 seats under construction

  Number of inmates   0

  Facilities (mention available facilities)   Basic Electrification , Sanitation, Drinking Water

* **Working women's hostel**   NONE
i.   Number of inmates
ii.   Facilities (mention available facilities)

- **Residential facilities for teaching and non-teaching staff (give numbers available — cadre wise):**   1 STAFF QUARTER FOR NIGHT GUARD
- **Cafeteria —** YES
- **Health Centre –**NONE

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance……. Health centre staff –

Qualified doctor	Full time	☐	Part-time	☐
Qualified Nurse	Full time	☐	Part-time	☐

=⟩ **Dr. R.K.Sarkar member of College Governing Body provides medical support in case of emergency**

- Facilities like banking, post office, book shops   **Cheap Store**
- Transport facilities to cater to the needs of students and staff   X
- Animal house   X
- Biological waste disposal   X
- Generator or other facility for management/regulation of electricity and voltage √
- Solid waste management facility   √
- Waste water management   X
- Water harvesting   X

12.   **Details of programmes offered by the college (Give data for current academic year)**

SI. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	B.A, B.SC., B.Com	3 years	10+2 or Equivalent of H.S	Bengali, Hindi, English	2000	801(2015-16) as on date
	Post-Graduate	X					
	Integrated Programmes PG	X					
	Ph.D.	X					
	M.Phil.	X					
	Ph.D	X					
	Certificate courses	X					
	UG Diploma	X					
	PG Diploma	X					
	Any Other (specify and provide details)	X					

13.   **Does the college offer self-financed Programmes?**

Yes [ ]   No [√]

If yes, how many? [   ]

14.   **New programmes introduced in the college during the last five years if any?**

| Yes | √ | No | | Number | 6 |

15. **List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)**

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Mathematics, Physics, Chemistry, Computer Sc., Geography	√		
Arts	English, Bengali, History, Pol-Sci, Sanskrit, Hindi, Phy-Education, Education, Philosophy, Economics,Geography	√		
Commerce	Commerce	√		
Any Other (Specify)				

16. **Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com…)**

a.   annual system | 3 |

b.   semester system | **X** |

c.   trimester system | **X** |

17. **Number of Programmes with**

a.   Choice Based Credit System | X |

b.   Inter/Multidisciplinary Approach | X |

c.   Any other (specify and provide details) | X |

18. **Does the college offer UG and/or PG programmes in Teacher Education?**

Yes ☐   No ☑

If yes,

a.   Year of Introduction of the programme(s)………………… (dd/mm/yyyy)

and number of batches that completed the programme b.   NCTE recognition

details (if applicable)

Notification No.: …………………………………… Date:

…………………………… (dd/mm/yyyy)

Validity:………………………

c.   Is the institution opting for assessment and accreditation of Teacher Education

Programme separately?   Yes ☐   No ☑

19. **Does the college offer UG or PG programme in Physical Education?**

Yes ☑   No ☐

If yes,

a. Year of Introduction of the programme(s) **13-08-2004** (dd/mm/yyyy)

and number of batches that completed the programme**. .10..**

b . NCTE

| NA |

recognition details (if applicable)

Notification No.:…………….. Date………. (dd/mm/yyyy)

Validity:

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?   Yes | | No | ✓ |

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government	1	3	2		6+1	3	8	2		
Government Approved PPT					3	3				
Yet to recruit					4					
Sanctioned by the Management/ society or other authorized bodies *Recruited*					3	7				
Yet to recruit					2					

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.		1	1	2	3	1	8
M.Phil.						1	1
PG			2		4	1	7
Temporary teachers							
Ph.D.							
M.Phil.							
PG							
Part-time teachers - Govt. and Management Appointee PTT (Permanent)							
Ph.D.						1	1
M.Phil.					1	1	2
PG					5	8	13

22.   **Number of Visiting Faculty /Guest Faculty engaged with the College.** | NIL |

23.   **Furnish the number of the students admitted to the college during the last four academic years.**

Categories	Year 2011 -2012		Year 2012-2013		Year 2013-14		Year 2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	417	269	245	201	198	219	177	186
ST	017	004	010	005	004	011	005	009
OBC	036	022	035	022	039	021	042	028
General	684	203	409	546	421	364	294	341
Others	048	065	088	060	059	044	032	038

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	801	NA	NA	NA	801
Students from other states of India	Nil				
NRI students	Nil				
Foreign students	Nil				
Total	801				

25.   **Dropout rate in UG and PG (average of the last two batches) (2014-15)**

UG | 4% | PG | |

26.   **Unit Cost of Education**

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component | Rs. 15341.92 |

(b) excluding the salary component | Rs. 1262.28 |

27.   **Does the college offer any programme/s in distance education mode (DEP)?**

Yes | | No | √ |

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes | | No | √ |

b)   **Name of the University which has granted such registration.**

| |

c)   **Number of programmes offered** | |

d)   **Programmes carry the recognition of the Distance Education Council.**

Yes | | No | |

28. **Provide Teacher-student ratio for each of the programme/course offered:**

> B.A.   - 43:1
> B.Sc.   - 19:1
> B.Com. - 12:1

29. **Is the college applying for**

Accreditation :   Cycle 1 | √ | Cycle 2 | | Cycle 3 | | Cycle 4 | |

Re-Assessment: | |

(Cycle 1refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re- accreditation)

30. **Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)**

Cycle 1: ……………… (dd/mm/yyyy)   Accreditation Outcome/Result……..... Cycle 2: ………………
(dd/mm/yyyy)   Accreditation Outcome/Result……..... Cycle 3: ……………… (dd/mm/yyyy)   Accreditation
Outcome/Result……....

* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. **Number of working days during the last academic year :** | **254** |

32. **Number of teaching days during the last academic year :** | **161** |
(Teaching days means days on which lectures were engaged excluding the examination days)

33. **Date of establishment of Internal Quality Assurance Cell (IQAC) IQAC** 23 / 11 /2013 (dd/mm/yyyy)

34. **Details regarding submission of Annual Quality Assurance Reports (AQAR) to
NAAC. :** NA

AQAR (i)…………………..(dd/mm/yyyy)

AQAR (ii)…………………..(dd/mm/yyyy)

AQAR (iii) ……………….(dd/mm/yyyy)

AQAR (iv) ……………… (dd/mm/yyyy)

35. **Any other relevant data (not covered above) the college would like to include. (Do
not include explanatory/descriptive information)**
NA

CRITERION WISE

EVALUATIVE REPORT

CRITERION I

CURRICULAR ASPECTS

1.1 CURRICULUM PLANNING AND IMPLEMENTATION

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision:

Vision of the institute is to achieve excellence while remaining faithful to its commitment to the empowerment of the weaker sections of the society through knowledge that equips and enlightens.

Mission:

♦ To equip and empower students, especially from displaced (consequent to the Partition of the nation) and socio-economically backward families with updated knowledge, competence and creativity to face global challenges.

♦ To impart value based and value added education to breed a set of socially responsible and self-confident citizens for the future.

♦ To educate the pupils from socially and economically backward community and to enlighten them with the idea of and pride in the rich cultural tradition of our nation.

♦ To evolve innovations in teaching-learning, research and extension activities to achieve national standards.

♦ To promote women's education and eradication of illiteracy.

♦ To generate consciousness of our national heritage, culture and value system along with a rational, scientific temper well aware of issues related to human rights and environment.

♦ To realize the constitutional goal of equity through education to all, irrespective of caste and creed.

Objectives:

To promote higher education and to make the students ready to face the challenges of the globalised economy

The mission, vision and objectives are stated in the college website. The Principal, teachers and the staff members take steps to ensure that students participate in the academic and curricular

activities of the college. The mission and vision can be achieved by delivering the best opportunities to the students.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The college is affiliated to the West Bengal State University and follows the syllabus and the examination system of the same. The college has an Academic Committee which functions as a guiding and monitoring unit that monitors the proper implementation of the curriculum. The time table is drawn accordingly. The Head of each Department plans the curriculum and divides the workload judiciously among the teachers.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

The University syllabus clearly mentions the hours to be allocated for each chapter or unit. It helps the teachers in planning their curriculum.

The University organises workshops to discuss the need to restructure the syllabus and after the syllabus comes to effect, teachers are motivated to attend course for effective understanding of the same.

The examination schedule is prepared by the University and all theoretical papers are conducted by the University.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other Statutory agency.

The College grants on duty leave to teachers to attend workshops, refresher courses and orientation programmes. Seminars, workshops and excursions are held by various departments for enhancement of the curricula.

The College has distributed 15 Laptops among teachers to encourage ICT enabled teaching. In all there are 21 Desktops and 18 laptops for use of teachers and students.

There is a computer Laboratory which offers computer literacy to willing students at a nominal fee.

The college is wi-fi enabled. Some classrooms are equipped with LCD projectors and there is one smart classroom. There is a budgetary allocation for procurement of more LCD projectors and desktops.

The college library has 13485 books and recently the college has registered for N-LIST which extends access to e -resources to colleges.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

The college has not established any institute-industry interface so far. General Science stream has been introduced only recently. The college has recently collaborated in an outreach program for undergraduate students on Material Sciences, held at Saha Institute of Nuclear Physics on 6-7 October, 2015, in collaboration with Kalpana Chawla Centre for Space and Nanosciences, Bose Institute and Indian Physics Association ,Kolkata Chapter.

The IQAC had organised an outreach programme for students of the college and neighbouring institutions on "Space Science and Technology today".

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

The IQAC has recommended a formal mechanism of obtaining feedback and feedback from the students admitted to 2015-16 session has been taken and necessary measures have been taken.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university)by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

The college is affiliated to the West Bengal State University and courses and curricula designed by the University are implemented. The departments however chalk out the curriculum according to the weightage involved and mention the same in the departmental calendars.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

Regular meetings of the departmental teachers are held to assess the state of academic affairs. Recently IQAC has initiated the mechanism and analysis of student's feedback.

1.2   ACADEMIC FLEXIBILITY

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

The objective of the institution is to offer the maximum range of subjects to the students. Keeping this in mind recently three new subjects were introduced in the college. The following is the list of degree courses offered at the institution.

The College offers Honours Courses in the following subjects:

B. A. Honours in Bengali, English, History, Political Science, Education, Geography

B. Com Honours

In addition General degree courses in B.A., B.Com and B. Sc are also offered.

Language courses are to be chosen from Hindi, Bengali and English.

A compulsory course in Environmental studies has to be taken by the students in the first year in accordance with the regulations of West Bengal State University.

The College does not offer any skill development program to the students but ensures that students get an opportunity to learn basic computer operation by arranging some laboratory based classes for willing students.

The IQAC has proposed to offer a course in Spoken English to students from the Academic Session 2015-16.

1.2.2   Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

No the institution does not provide any dual degree. However, students are allowed and encouraged to take up such courses, like Music, Dance and other Fine Arts and Performing Arts, CA, CS, ICWA, various computer courses conducted by other professional bodies.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- *Range of Core / Elective options offered by the University and those opted by the college*

- *Choice Based Credit System and range of subject options*

- *Courses offered in modular form*

- *Credit transfer and accumulation facility*

- *Lateral and vertical mobility within and acrossprogrammes and courses*

- *Enrichment courses*

Table 1.2.3: Subject Combinations opted in 2015-16 for Honours Courses

HONOURS	GENERAL	GENERAL	NUMBER
BENGALI	EDUCATION	SANSKRIT	09
BENGALI	EDUCATION	POLITICAL SCIENCE	20
ENGLISH	HISTORY	PHILOSOPHY	10
ENGLISH	PHILOSOPHY	MATHEMATICS	02
ENGLISH	HISTORY	PHYSICAL EDUCATION	09
HISTORY	POLITICAL SCIENCE	BENGALI	05
HISTORY	POLITICAL SCIENCE	ECONOMICS	03
POLITICAL SCIENCE	HISTORY	EDUCATION	04
POLITICAL SCIENCE	HISTORY	PHYSICAL EDUCATION	01
POLITICAL SCIENCE	HISTORY	HINDI	00
EDUCATION	PHILOSOPHY	BENGALI	07

EDUCATION	PHILOSOPHY	SANSKRIT	01
GEOGRAPHY	POLITICAL SCIENCE	MATHEMATICS	00
GEOGRAPHY	POLITICAL SCIENCE	HISTORY	02
GEOGRAPHY	POLITICAL SCIENCE	ECONOMICS	08

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

The college does not offer any self-financed programme.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

No

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?

A range of subject combinations is offered by the University and the college abides by the regulations framed by the University.

1.3 CURRICULUM ENRICHMENT

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

To supplement the University's Curriculum to ensure that the academic goals are achieved, the College Academic Committee takes an active role. At the beginning of the Academic Session the Department Heads meet to discuss the distribution of classes in the routine and make changes if necessary. The Academic Calendars of various departments are discussed.

Decisions on organising Cultural programs, seminars are also taken from time to time. Students are encouraged to attend the seminars.

An annual magazine is published by the College where students are encouraged to contribute articles.

The students of Geography Department are taken on excursions according to their curriculum.

The College offers Physical education as a subject to motivate students to develop good activity habits and to improve their academic achievements.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

Presently 6 classrooms are ICT enabled. Teachers have started making use of this technology in their lessons but students are yet to be actively engaged. There is a plan to increase the number of digital classrooms in this financial year. The College has a Gymnasium where students are encouraged to take up various body and mind shaping activities.

There is a small course on Yoga in the Curriculum of Physical Education. This year World Yoga Day was observed in the College and it was decided to extend the training to all the students.

NCC: The college has an NCC unit with an authorised strength of 125 cadets. The students enrol their names in the beginning of the Academic Session. The unit is run by **Lt. Sanjib Kumar Dhar,** Associate Professor of History.

The unit offers various training programmes and promotes adventure activities. Many training camps, Army attachment camps and basic leadership camps are organised by the NCC. The NCC unit organises youth exchange programme and blood donation camps. Every year the NCC unit of the College organises Tree Plantation Drive.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

There is a compulsory paper in the curriculum on Environmental Studies. However there is no scope to introduce issues into the curriculum unless offered by the University.

1.3.4 What are the various value - added courses / enrichment programmes offered to ensure holistic development of students?

moral and ethical values
employable and life skills
better career options
community orientation

The NCC unit of the college (male and female cadets) plays an active role in all the programmes of the college. Cleaning of the campus at regular intervals, tree plantation and some community programmes are part of their contribution towards the institution.

Seminars on health awareness and management of stress have been organised by the college.

The IQAC plans a series of seminars on diverse topics including environmental and social issues, to be delivered by the eminent speakers as well as faculty members of the college.

The college has arranged a basic computer orientation programme for the student. However no certificate courses are offered. The IQAC is also arranging for Spoken English programme for students of the college.

1.3.5   Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

There is no formal mechanism of obtaining feedback from stakeholders. However keeping in mind the demand of students and their guardians, initiative for opening new courses are taken.

The College obtained affiliation for B.Sc from the session 2003-2004. However the only subjects offered were Mathematics and Economics.

The affiliation of Physics, Chemistry and Computer Science as General Subjects was obtained in the session 2015-16.

1.3.6   How does the institution monitor and evaluate the quality of its enrichment programmes?

The quality of academic enrichment programmes is monitored through regular assessment and mid-term examinations. The department teachers try to interact with the students personally and offer advice on measures to be taken for improvement.

1.4 FEEDBACK SYSTEM

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The meeting of the Academic Committee at the beginning of Academic session and subsequent meetings of the department teachers ensure that the curriculum prepared by the University are followed.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is itcommunicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

The college has no autonomy in curriculum planning and implements the curriculum of the University. If there is any feedback from the stakeholders on issues of curriculum planning, the same can be forwarded to the University. Also the teachers participate in meetings held by the University Departments to discuss framing of syllabus.

Recently feedback from students and guardians have been obtained on various issues including curriculum but there has been no scope to communicate the same to the University. A formal feedback mechanism has been started from 2015-16. The feedback will be assessed by the IQAC and necessary measures shall be adopted.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)
Any other relevant information regarding curricular aspects which the college would like to include.

List of courses introduced during last four years:

Courses introduced during the last four years:

Honours Courses: Education, Geography

General Courses: Sanskrit, Physics, Chemistry, Computer Science

Rationale: The college obtained affiliation for Mathematics in 2003-04. However for complete Science Department, Physics ,Chemistry and Computer Science needed to be introduced. This

would help the students of the locality who have to go to distant colleges for pursuing studies in Science.

Other information:

The college received grants from UGC under the XIIth plan under various heads including Entry in Services and Remedial Coaching and the funds were effectively utilised.

Table 1.4.3 (a): Subject wise books under Entry in Services Scheme:

SUBJECT	NUMBER OF BOOKS
BENGALI	206
HINDI	53
COMMERCE	39
HISTORY	60
GEOGRAPHY	95
PHILOSOPHY	72
POLITICAL SCIENCE	63
EDUCATION	42
ECONOMICS	01
COMPUTER	13
MATHEMATICS	33
GENERAL	39
TOTAL	**716**

NUMBER OF BOOKS

- BENGALI
- HINDI
- COMMERCE
- HISTORY
- GEOGRAPHY
- PHILOSOPHY
- POLITICAL SCIENCE
- EDUCATION
- ECONOMICS
- COMPUTER
- MATHEMATICS
- GENERAL
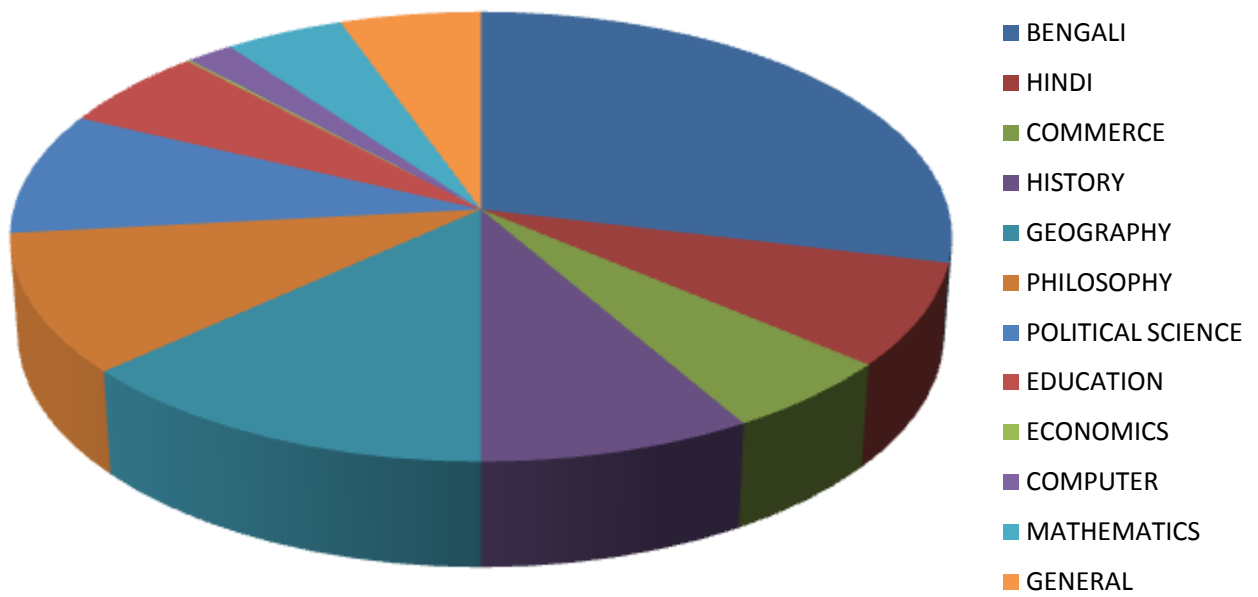
Table 1.4.3 (b): Books under Remedial Coaching:

SUBJECT	NUMBER OF BOOKS
BENGALI	54
ENGLISH	68
PHYSICS	41
COMMERCE	15
HISTORY	44
GEOGRAPHY	27
PHILOSOPHY	98
POLITICAL SCIENCE	126
ECONOMICS	16
COMPUTER	29
MATHEMATICS	60
GENERAL	29
TOTAL	**607**

NUMBER OF BOOKS

- BENGALI
- ENGLISH
- PHYSICS
- COMMERCE
- HISTORY
- GEOGRAPHY
- PHILOSOPHY
- POLITICAL SCIENCE
- ECONOMICS
- COMPUTER
- MATHEMATICS
- GENERAL

Role of Stakeholders in Curriculum Enrichment:
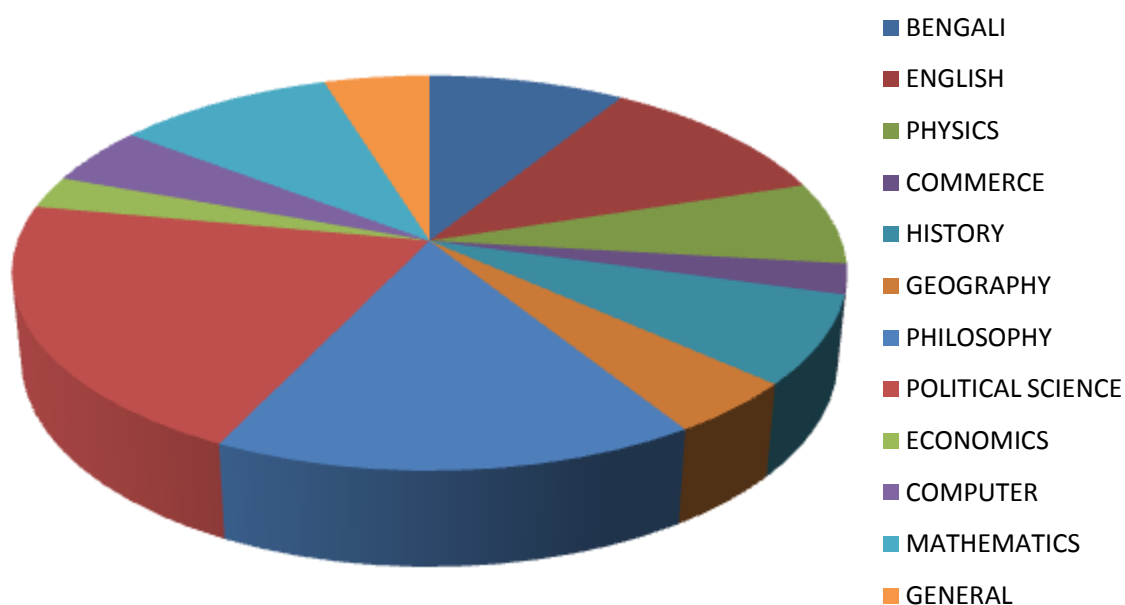
Feedback system:

Courses introduced during the last four years:

Honours Courses: Education, Geography

General Courses: Sanskrit, Physics, Chemistry, Computer Science

Rationale: The College obtained affiliation for Mathematics in 2003-04. However for complete Science Department, Physics, Chemistry and Computer Science needed to be introduced. This would help the students of the locality who have to go to distant colleges for pursuing studies in Science.

Quality improvement of Teachers:

The quality of teaching can be maintained through regular updates in the Subject. The teachers are motivated to attend Orientation Programmes and Refresher Courses to keep themselves informed of the recent developments in their fields. The IQAC has also arranged a training for the teachers to enable them to adopt interactive methods and ICT enabled teaching. This training is provided by the College.

Sri Rajarshi Ghosh, Part Time Teacher in Geography was sent by the college authority to attend a specialized workshop and Training Workshop on QGIS held at Vivekananda College in association with West Bengal State University.

CRITERION – II

TEACHING-LEARNING AND EVALUATION

2.1 STUDENT ENROLMENT AND PROFILE:

2.1.1 *How does the College ensure publicity and transparency in the admission process?*

The institution has endeavoured to provide a completely transparent process of admission and dissemination of information regarding the admission process to prospective entrants.

➢ As a result, publicity has been an important aspect of the admission process. Immediately after the publication of the results of the Higher Secondary Examinations conducted by the WBCHSE, the college undertakes a strong publicity campaign with the distribution of leaflets, display of flex-banners and hoardings, and advertisements in the local cable-TV channels.

➢ As soon as the said results are published, important dates related to the admission process are notified in the college website as well as notice boards at several locations inside the college campus and at the main gate. In strict adherence to the government orders and university guidelines, the Merit Lists, dates of counselling and admission are put up in the college notice boards and website. However, on occasions when the intake capacity is not fulfilled even after the publication of the 3rd Merit List, the admission process is opened up for direct admission on first-come-first-served basis after due notification.

2.1.2 *Explain in detail the criterion adopted and process of admission [Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other] to various programs of the institution.*

The minimum eligibility criteria are determined from time to time in accordance with the university norms, and the same are published in the prospectus. Admission is done strictly on the basis of merit determined by the marks obtained by the candidates in the 10+2 examinations. In case of Honours candidates, the Merit List is prepared by calculating the best 4 subjects added up by the marks obtained in the subject to be taken up for the Honours course. In case of General candidates, the Merit List is prepared by taking into account the best 4 subjects at the 10+2 level. While preparing the Merit List, the reservation policy of the government is strictly abided by. Presently the reservation policy stands as follows:

General – 55%, SC – 22%, ST – 6%, OBCA – 10%, OBCB – 7%.

3% of seats in all the above categories are reserved for differently abled students. And keeping in mind their needs, ramps have been constructed at the entrance of the main building as well as the Library.

2.1.3   Give the minimum and maximum percentage of marks at the entry level for each of the programs offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

The minimum percentage of marks for admission at the entry level for all the Honours programmes, as per university and Government guidelines, is as follows:

For General Category Candidates

50% in aggregate and 45% in subject or related subject

OR

55% in subject or related subject

For SC and ST Candidates

40% in aggregate or 40% in subject or related subject

In this regard the college follows the minimum eligibility criteria formulated by the university.

For admission in a General programme the candidate should qualify in the 10+2 final examinations.

There is no maximum percentage of marks for admission in the college.

2.1.4   Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

There is an Admission Committee comprising all the teachers of the college. The committee meets every year prior to the publication of Higher Secondary results, as well as at regular intervals, thereafter, to decide upon the modalities of publicity and admission, and also to review the entire process of the previous years and the current year to adopt plans for admission. This,

over the years, has contributed to the evolving mechanism of admission, leading up to the present policy of online admission to provide greater transparency, efficacy, and accuracy to the admission process.

Presently, the college is strictly following the online admission process in its entirety – from submission of forms to generation and publication of Merit List and finally admission through payment of fees at any branch of the designated bank. The student needs to come to the college only on completion of the entire process to confirm his/her admission and verification of relevant testimonials. This has enabled the college to provide a transparent and hassle-free admission process to prospective students.

2.1.5. Reflecting on the strategies adopted to increase / improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate / reflect the National commitment to diversity and inclusion.

  ▪ *SC/ST , OBC, Women, Differently abled, Economically weaker sections, Minority community, Any other*

The college was founded by a group of visionary leaders with the objective of providing access of higher education to pupils from families impoverished by the Partition of the nation and concomitant displacement and migration from the erstwhile East Pakistan. Incidentally, most of these belong to the downtrodden sections of the society. In view of the commitment to the social amelioration of these families, the institution lays special emphasis on admission of students from socially and economically backward sections. Moreover, as the names of the two Mouzas, that from the hinterland of the college, viz. Babanpur and Zaffarpur, suggest, there is a considerable minority populace that still suffers from economic and educational backwardness. The college, therefore, endeavours to absorb students from these sections as well to honour its commitment to the minority community especially of the locality, a part of which has patronized the college as well as the adjacent school by donating their land. As a result there has been a steady flow of students from religious minority families and S.C. category and female candidates.

Strategies were adopted for increase of access to the disadvantaged sections in the following manner:

- There has been a strict adherence to the government rules of reservation for the backward classes. Moreover, there has been a concerted effort to build the confidence of the students belonging to backward classes and they have been encouraged to join the institution. **Consequently, the institution has experienced a steep rise in the percentage of S.C. students from 23.25% in 2010-11 to 31.51% in 2014-15. (The reservation quota being 22%)**

- The percentage of **S.T.** candidates during the same period has **steadily increased from 0.97% to 1.21 %.** Though it must be admitted that the number remains short of the quota prescribed by the government owing to the fact that the ST population in the entire Sub-Division falls far short of 6%.

- On the other hand the percentage of the **OBC** candidates has had a healthy **increase from 1.94% in 2010-11 to 6.07% in 2014-15.**

In the years to come, the college will endeavour to consolidate the advancements achieved in the direction of inclusion of the weaker communities, while strengthening the mechanism further to make it more accessible to students from S.T. category.

Differently abled students: Reservations are in place for differently abled students with minimum 40% disability. Presently the college follows the 3% reservation policy framed by the government subject to fulfilment of other eligibility criteria.

Economically Weaker Sections: Till date, no student, whose name has appeared in the merit list, has been denied admission for non-payment of fee. Many teachers, non- teaching employees including the Principal, have come forward to support such students at the time of admission. On many occasions, when students fail to make payment of requisite fee for University Examination, teachers and non-teaching staffs have come to their help. Moreover, support is provided to these students from Students' Aid Fund, Teachers' Council Fund, Donation from the Alumni etc.

Female Students: The college has increasingly proved itself to be a safe haven for girl students. Over the last few years there have been no complaints of atrocity on any female student in the college, barring a stray incident. The overall peaceful ambience has also contributed to the consolidation of a sense of freedom, safety and confidence, which, in turn, has ensured a sharp escalation in the percentage of girl students from **37.54% in 2010-11 to 52.25% in 2014- 15, i.e. an increase of almost 40% in 4 years.**

Table 2.1.5: Student Profile

CATEGORIES	2011-12		2012-13		2013-14		2014-15	
	M	F	M	F	M	F	M	F
SC	417	269	245	201	198	219	177	186
ST	17	04	10	05	04	11	05	09
OBC-B	36	22	35	22	39	21	42	28
RELIGIOUS MINORITIES	48	65	88	60	59	44	32	38
GENERAL	684	203	409	546	421	364	294	341
TOTAL	1202	563	787	834	721	659	550	602
GRAND TOTAL	1765		1621		1380		1152	

2.1.6 Programmes Offered During the Last Four Years and the Trends for

Increase/Decrease and Actions Initiated

Table 2.1.6: Ratio of Number of Applications Received to Available Seats (Demand Ratio)

Session	Number of Prospectus Distributed	Number of Students who took admission	Demand Ratio
2011-12	1790	740	2.42
2012-13	1867	619	3.01
2013-14	1618	586	2.76
2014-15	1111	540	2.05

2.2   CATERING TO DIVERSE NEEDS OF THE STUDENTS:

2.2.1   How does the institution cater to the needs of differently abled students and ensure adherence to government policies in this regard:

- The college has endeavoured to provide adequate infrastructural support to prospective differently abled students. Ramps with railings have been constructed at the entrances of the main building and the Library building for the differently abled students with motor disability.
- They are actively supported by arranging classes mostly on the ground floor. There is a lady attendant at the Teachers' Common Room, who takes special care of them, including taking their issues up at the office which is located on the first floor, so that they have the minimum requirement to walk up the stairs.
- Wheel chairs are kept at strategic locations at the library building and the main building and there is a non-teaching employee dedicated to the task of assist them in this regard.
- Sound boxes are installed in two rooms, one in the Computer Centre and the other in the annexe room of the library, both on the ground floor, and connected to the first floor class rooms to enable such students to hear the lectures, if any, being taken on the first floor.
- A set of Braille books are being planned to be procured for the visually challenged students.
- Although there are no visually challenged students enrolled at the college at present, scribes may be provided whenever required.

In terms of the Govt. Regulations, 3% of the number of seats in each programme is reserved for differently abled candidates certified to have 40% or more disability by the competent authority.

2.2.2   Does the institution assess the students' need in terms of knowledge and skills before the commencement of the programme?

Assessment of the students' needs before the commencement of the programmes is done by the Board of studies of the affiliating university. The college usually assesses the needs of the student to the extent of the determination of the requirement of a new programme to be introduced. In

such cases, the college assesses the need through the interaction with the students over a period of time regarding the programmes they would propose to be introduced in the institution. Inputs from the local institutions and persons are also considered. Before the commencement of the programme the students' skill is determined through the preparation of the Merit List.

After admission, they are given idea about the programmes in the

- General Introductory programme
- Departmental introductory programme

The students, thereby, get an idea of the course content, examination system and its marking pattern. They also are given an opportunity of changing programmes after two weeks of the commencement of classes, subsequent to a procedure of counselling by the teachers.

Furthermore, the needs of the students are assessed through the following mechanism:

- Students' Feedback
- Classroom interaction
- Tutor-ward interaction

The college also has a mechanism of continuous assessment to identify the weaker and advanced learners. After such assessment, Remedial Classes, Tutorials, Seminars and workshops, provision of study materials according to the strength/weakness of the student, are held/made for the improvement of the weaker as well as the better students.

2.2.3   What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.)

➢ There is a mechanism in place to identify both weaker and advanced learners through:

- Direct interaction by the departmental teachers in the classroom,

- Tutor-ward interaction,

- Class tests, mid-term test and annual test.

➢ Subsequent to that, strategies like academic and non-academic (for pupils from financially weaker sections and others in some personal emotional crises) counselling, remedial and tutorial classes for slow learners are adopted. Special/extra classes are taken by teachers

as and when required to help students to cope up with the course content and overcome their deficiencies.

➢ Several Enrichment programmes are conducted in the following forms: Regular writing sessions, oral works, project work, wall magazines, drama sessions, etc.

2.2.4 *How does the college sensitize its staff and students on issues such as gender, inclusion, environment, etc.?*

The institution has been very sensitive to the concerns related to gender issues, and, through constant surveillance and sensitization measures, has proved itself increasingly to be a safe haven for its girl students who not only feel themselves safe but also enjoy a degree of freedom and confidence.

➢ Teachers are very sensitive in this matter and engage in regular interaction with female wards to identify any element of threat or cases of gender discrimination that might surface at any point of time.

➢ In addition to that, awareness is generated about gender bias and women's right to equal opportunity. Workshops and seminars are organized to sensitize students and staff on issues related to gender.

➢ The fact that the President of the Governing Body, the Principal, the Convenor of the Academic Sub-Committee, the Head Clerk, are all women has largely contributed to a sense of the ability of women to run a co-educational institution and a diverse and large number of men and women including teachers and students. The above fact has also heightened the respect and veneration for superiors irrespective of their gender identities.

➢ Moreover, 50% of Teachers' Representatives and University Nominees are women.

➢ Apart from all that a strong cultural committee heavily represented by female staff works throughout the year engaging in several cultural programmes like drama, dance dramas, songs and dance programmes conceptualized, directed and participated mostly by female staff and students.

➢ Girls are also encouraged to participate in sports activities, and the college boasts of the fact that several girls of the college have been adjudged best athletes in the university athletic meets over the last few years.

➢ The constitution of the Students' Union has been amended to accommodate maximum number of female students as functionaries of the Union. In terms of the Constitution, the

students of each class mandatorily have to elect a female class representative in a constituency of multiple seats, while constituencies with single seats are reserved for female student provided that there is a female student in the said class.

➤ Furthermore, the institution encourages female students and teachers to participate in all the major events and bodies, like Students' Union, Academic Committee, Games and Sports Committee, Grievance Redressal Cell, Student Mentoring Cell, Women's Development Cell, Health Committee, Library Committee, and Admission Committee.

Quite obviously, therefore, the institution has seen the sharpest increase in the percentage of female students among the three colleges under the Assembly Constituency, perhaps in the entire district, which is evident in the following table:

Table No. 2.2.4(a): Gender Wise student strength.

Session	2010-11	2011-12	2012-13	2013-14	2014-15
Total	1750	1765	1621	1380	1152
Male	1093	1202	787	721	550
Female	657	563	834	**659**	602
Female%	37.54	31.89	51.45	47.54	52.25

Table no. 2.2.4(b): Gender Ratio among teaching and non-teaching staff:

	Teaching				Non-teaching			
	2011- 12	2012-13	2013-14	2014-15	2011-12	2012-13	2013-14	2014-15
Male	17	21	21	21	10	13	13	12
Female	13	12	11	16	04	03	03	03

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

- **Identification:** The institution identifies advanced learners on the basis of their performance in

  - The college and university examinations,

  - Their responses in the classes, and

  - Interaction with the faculty members both inside and outside the classroom.

- **Response:** After the identification of advanced learners, the institution implements certain strategic measures to meet their academic needs:

  - Advanced learners are given additional works, references, advanced study materials and guidance by the faculty members.

  - They are motivated to present papers in departmental and UGC Sponsored Seminars organized by the college.

  - Meritorious students are encouraged to solve university question papers, which are evaluated by the teachers. The assessment is thereafter communicated to them through personal interaction.

  - The college has instituted several awards over the last few years to felicitate students obtaining highest marks at the university examinations, as well as students attending maximum number of classes.

2.2.6 How does the institution collect and analyse and use the data and information on the academic performance (through the programme duration) of the students at the risk of drop-out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections, etc., who may discontinue their studies if some sort of support is not provided?

➢ Information regarding each student is collected by the respective department from the admission records, student attendance register, results of class test, mid-term test and annual test. The teachers analyse the data thus collected in the departmental meeting, interact with students in the tutor-ward interactive sessions, to identify students who are at risk of drop-out.

➢ After identifying such students the following measures are taken to prevent or minimize drop-out:

- Meetings with guardians are held to inform them about the attendance, class performance, strength and weakness of their wards. The feedback and opinion of the guardians are also sought.

- Remedial measures are undertaken to help the students overcome their weaknesses.

- Special attention is given to the fact that no student is forced to discontinue studies due to financial constraints.

- Counselling and support are provided to students having personal issues that might hamper their studies.

- Needy students are provided with books from the Book Bank, Specimen Copies available with the teachers, as well as personal contribution of the teachers.

- Apart from the govt. Support for the weaker sections, the financially weak students are supported by the institution's own support system like Students' Aid Fund, Teachers'

Council Fund, etc. Teachers, staff, the alumni, and the Students' Union often offer financial assistance to such students.

- Additional books are provided for lending to poor students from the college Library.

- Facilities like ramps, wheel chairs, are extended to physically challenged students. Classes are arranged as far as practicable on the ground floor for the subjects taken by such students.

2.3   TEACHING-LEARNING PROCESS

2.3.1   How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

The teaching programme schedules and methodologies are framed prior to the commencement of every session.

➢ On the day of commencement of each academic session, the Principal and faculty members address the students in the Introductory Meeting to make them aware about the teaching-learning and evaluation processes of the college as well as the university.

➢ **Academic Calendar** is prepared and circulated among students and teachers immediately after the commencement of the session. It is prepared by unitizing the syllabi and mentioning the number of classes allotted for each unit. The Calendar also includes the examination schedules of the University and the college.

➢ Based on the academic calendar, the faculty members prepare and submit teaching plan to the respective Heads of the Departments. A copy of the same is submitted to the Principal. The Teaching Plan is designed according to the examination schedules of the college and the university mentioning the portion of the syllabus to be covered before a particular examination.

➢ Progress of syllabus is scrutinized in the departmental meetings and are followed by discussions in the meetings of the Academic Sub-Committee, which is headed by a senior professor and comprises HODs and senior teachers of all the departments. In cases of slow progress and teachers take extra classes to cover the syllabus within the prescribed time-frame.

➢ An average number of 16 classes of 45 min. duration per week is allotted for Honours subjects. For General subjects 7+1 classes of 45 min. duration per week are allotted.

> Faculty members of honours department are allotted an average number of 21 classes of 45 min. duration, while teachers of other departments are allotted 18 classes of equal duration per week.

Table No. 2.3.1: Number of Working Days and Teaching Days

Year	2011-12	2012-13	2013-14	2014-15
No. of working days	259	261	244	254
No. of teaching days	131	128	146	161
% of Teaching Days	50.58%	49.05%	59.84%	63.39%

> **Time Table (for regular classes)** for every academic year is prepared, notified in the notice boards, and distributed among students on the day of commencement of classes of each session.

> **Evaluation (Class Tests, Mid-Term and Annual Test)** is done in accordance with the university guidelines. The Annual Test is conducted in the month of February for 3rd Year, March for 2nd Year, and April for 1st Year students. In addition to that, all departments arrange for class tests of 25 marks for each paper twice in a year, in the months of September/October and December.

> After evaluation the evaluated scripts are shown to the students and the errors and deficiencies are pointed out by the teachers. Guidelines are also given to improve the quality of answers. Occasionally, model answers are also provided in some departments.

> **University Question Papers** of the previous years are supplied to students in the form of booklets as published by the university. The college Library has also archived question papers of the previous years. They are also trained to solve the questions.

> The progress in performance of each student in the examinations is analysed and explained in the Parent-Teacher meeting. Exchange of opinions is done for the improvement of the performance of students.

2.3.2 *How does IQAC contribute to improve the teaching-learning process?*

The IQAC was set up in November, 2013 with the objective of introducing a mechanism for consolidation and enhancement of the quality of service provided to the stake-holders of the institution, to generate awareness about innovative methods of teaching/learning, implementation

of the same, followed up by collection of feedback about the effectiveness of the innovations applied and finally to institutionalize them as an organic process of institutional quality assurance.

➢ For the development of the institution, the IQAC prepares a perspective plan on the sustainability of the ongoing programmes, as well as on academic and infrastructural growth, financial planning and enhancement of facilities provided to the different stake-holders of the institution.

➢ The proposals are placed in the meetings of the Governing Body, which accepts, approves and implements these recommendations for the enhancement of overall quality.

➢ Some of the recommendations of the IQAC that have been approved and implemented by the Governing Body in recent times are as follows:

Introduction of new academic programmes, conducting seminars including departmental seminars, workshops and extension lectures, construction of the Science Block, construction and development of laboratories, development of seminar room and departmental rooms and cubicles, measures for faculty improvement, development of digital teaching-learning technology, increase in the number of ICT enabled classrooms, CCTV network covering strategic locations of the college, procurement of software for computerization of office and training of office staff for the utilization of the same, procurement of software for computerization of the library network, training of library staff and data entry, communication networking among several sectors in the institution, conversion of the campus into a wi-fi enabled zone, commissioning of INFLIBNET-NLIST, publication of journals, etc.

➢ Apart from that, the IQAC has had an active involvement in the process of creation of awareness regarding the evolving concepts and technologies in the area of teaching-learning as well governance. It has succeeded in developing a system of quality assessment through systematic feedback and appraisal.

➢ The IQAC has also been encouraging the faculty members to develop their academic careers in accordance with the requirements of the prevailing Career Advancement Schemes. Teachers are also motivated to present papers in different inter-departmental and departmental seminars organized in the college and outside.

➢ The active involvement of teachers in research activities is further ensured by the IQAC. The outcome has been evident from the number of proposals of Minor Research Projects submitted and accepted over the last 3 years.

Table 2.3.2(a): List of Minor Research Projects Submitted/Pursued by Faculty Members:

Sl	Name of Teacher	Subject	Title of Project	Status/Year
1	Dr. Soumitra Sreemani	History	Patterns of Urban Growth under the Colonial Rule in India in the late 19th century	Submitted in 2011
2	Kakoli Sen Banerjee	English	Leaner Autonomy in English literature Classroom	Submitted in 2010
3	Dipa Chakraborty	Philosophy	Evolution of Epistemology in Pre and Post Quine period in the light of Naturalised Epistemology	Continuing since 2015
4	Ajoy Choudhary	Hindi	Nagarjun ke Upanyaso me jan-andolon	Continuing since Jan,2015
4	Kakoli Sen Banerjee	English	Survey of Reading methods and non Standard scaffolding in English language and literature teaching in the distant mode of learning, developing an effective learner	Continuing since Mar,2015

Table 2.3.2(b): List of Workshops, Seminars, Extension Lectures organized by IQAC:

Sl	Broad Subject	Subject/Topic/Title	Name of Resource Person	Date
1	Teaching Improvement	Workshop on uses of Audio-visual Aids for teachers	Mr. Biswajit Dey, P.N. Das College	24.03.2015
2	Health Awareness	Thalassaemia Awareness and detection programme	Prof. Niloy Kar Choudhury, Barrackpore Rastraguru Surendranath College	09.04.2015
3	Quality Improvement	Overall Quality Improvement in Higher Educational Institution	Prof. Soumitra Sreemani	07.5.2015
4	Social Awareness	Stress Management	Dr. Subhranshu Aditya and Smt. Sahana Nag	17.09.2015
5	Teaching Improvement	Workshop on uses of Audio-visual Aids for teachers	Sr. Biswajit Dey	7.8 2015
6	Space Science	A Journey to Infinity	Prof. Bablu Biswas	28.8 2015
7	Skill Development	Computer Skill Development Programme for non-teaching staff	Sr. Biswajit Dey	Fortnightly
8	Language and Literature	Hindi Diwas	Prof. Ajoy Choudhary	14.9.2015
9	Social Awareness	Food Habit and Cancer	Dr.Sankar Kumar Nath	23.9.2015

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among students?

All possible efforts are made to make the teaching-learning process student-centric to the extent it may be done with the available infrastructure. The institution endeavours to ensure a healthy academic and moral development of its pupils in a safe and congenial environment. Right from the entry into the college a student is guided and motivated to explore the potentials in him/her and channelize them in the most fruitful way as a morally upright, socially responsible and professionally sound human resource.

Learner-centric educational approaches are followed through appropriate methodologies.

➢ Project works are undertaken by students of departments such as Geography, Physical Education, etc.

- ➤ Audio-visual aids like Film as teaching aid is used in departments like English, Bengali, Geography, Political Science and History.
- ➤ Students are encouraged and motivated to prepare departmental wall magazines.
- ➤ Field works are conducted in departments like Geography.
- ➤ Use of ICT as learning resource by the students of several departments. Use of Smart Boards.
- ➤ Conversion of the college into a wi-fi enabled campus for students and staff.
- ➤ Increased number of computers in the computer centre, departments and the library.
- ➤ Provision for elementary and advanced level computer training at an extremely nominal cost.
- ➤ Organization of departmental and state/national level seminars, where students are motivated to present papers. Organization of seminar classes, where students are encouraged to give power point presentations.
- ➤ Students are encouraged to participate in Group Discussions, Debates, Extempore Speech and such other cultural competitions and activities.
- ➤ Organization of Mock-Parliament for students.
- ➤ Organization of interactive sessions like Bhasha Dibas (21st February), Hindi Diwas (16th September), etc.
- ➤ Organization of Career Fairs.

Interactive Learning is promoted through regular teacher-student interaction in between the classes and at the end of classes, group discussions, seminars. Of late the college has evolved a system in which every department organizes at least one departmental seminars in an academic year. The institution has encouraged teachers to prepare a reasonable portion of their course modules through computers and present them with the help of power point. Students are also encouraged to discuss and share their problems with their teachers.

Collaborative Learning is largely done through project works field works during which small collaborative groups work together to complete an academic task. The departmental wall magazine also provides a platform for collaboration and in some cases collaborative groups are framed to prepare in 'one-group-per-month' basis.

Independent Learning is promoted in various ways. Students are given study materials, questions and website references in order to enable them to develop their knowledge and skill to handle academic issues independently. Teachers stay in close touch with the wards in this matter

to assess the improvement done as well as to assist them when required. However, this methodology is mostly applied for advanced learners.

The institution provides support structures and systems to teachers and students to develop skills like interactive, collaborative and independent learning, to the best of its infrastructural capacity. The institution also ensures that educational technology like computers and laptops, internet, printers, LCD projectors and other audio-visual teaching aids are effectively used.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among students to transform them into life-long learners and innovators?

- The College provides open access to educational and life-long learning opportunities by inculcating healthy habits like, discipline, leadership, entrepreneurship, etc. thereby contributing to the social, cultural, and economic development of our region.
- Organizing seminars and lectures based on curricula.
- Students are encouraged to solve question papers of previous years.
- Participation in mock-parliament.
- Correlation of theoretical classes with study tours -- Visit to industries for experiential learning (Department of Economics).
- Project based work for preparing the students for the job markets (included in the curriculum of Commerce).
- Mechanism to encourage students to participate in community services through extension programmes to develop innovative, creative, value-based education for inculcating social responsibilities and good citizenry amongst its student community.
- Mechanism for participation of the students in various cultural and sports activities to foster holistic personality development of students.
- The students are encouraged to participate in inter college debate/quiz competition/seminars/discourses so that their communicative skills, knowledge and critical thinking are enriched.
- Students are also motivated to do creative writing for the departmental wall magazine as well as the college Magazine.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Example, Virtual laboratories, e-learning -- resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The college is very open to e-learning and enables accessing of e journals and e books. But the thrust area is still teacher-centric where student is treated as a sensitive human being and groomed and nurtured really, rather than virtually.

➢ In order to provide latest information, teachers and students collect information from the internet. All the departments are equipped with computers and internet facility.

➢ Lecture method of teaching is supplemented by interactive method, audio-visual aids, organizing seminars based on the curriculum, project-based learning with study oriented tour/field work, socio-economic surveys based on the syllabus. Websites, like NPTEL, are consulted for collection of study materials.

➢ In addition to conventional classroom teaching, students are encouraged to spend some time in the Computer Centre to familiarize themselves with the modern methods of learning.

➢ The college Library has been computerized and commissioning of INFLIBNET N-LIST has been done with the help of which students enjoy access to more than 97,000 books and 6,000 e-journals.

➢ The faculty can also access smart class room for ICT enabled teaching-learning method. Furthermore, there are 6 ICT enabled classrooms to blend conventional teaching with modern technological innovations.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

There are avenues for the teachers and students to keep pace with new developments in their subjects:

➢ Students are assigned various creative tasks, such as writing articles and matter for wall magazine and college magazine, interacting with resource persons during seminars, workshops etc. The students are encouraged to present seminar papers on recent developments. Such interactions are mutually beneficial to the students and the faculty.

➢ The departments of Geography and Economics conduct field work and excursions.

- Department of Commerce and Geography conduct project work included in their curriculum. The department of Geography also organizes study excursions.

- The College library has subscribed to various journals related to different subjects. In addition to this, books and magazines are purchased by the College on a regular basis for knowledge up-gradation. Newspapers and Internet are used on daily basis to keep track of latest advancements in a particular field. INFLIBNET N-LIST has added a treasure-house of books and journals.

- The institution has arranged for expert presentations by faculty members from reputed institutes like Jadavpur University, Calcutta University, Visva Bharati University, Vidyasagar University, etc.

- The faculty keeps pace with recent developments in their disciplines participating in national and state level seminars, workshops, summer schools, refresher courses and orientation programmes.

- They are also invited to be Resource Persons for various Seminars & Workshops. These interactions strengthen the involvement of teachers in curricular activities, the benefits of which are passed on to the students ultimately.

- Continuous involvement in research work with teaching, as research is complementary to teaching and helps the faculty to keep pace with the recent developments in the various subjects. Some of the faculty members are engaged in active research work like Ph.D. and M.Phil. programmes as well as Minor Research Projects.

Table 2.3.6(a): Seminars/Workshops organized by various Departments.

Name of Department	Thrust Area/Topic/Title and Level	Sponsoring Agency	Date
Dept of History	The Sources Of Local History,State Level Seminar	U.G.C	26.11.2011
Dept of English	Narrative, Narration and Quest for Identity in Indian writing in English,State Level Seminar	U.G.C	17.12.11
Dept of Bengali	Sardhasatabarshiki –te Rabindranath: Nana Dristikon, State Level Seminar	U.G.C	20.01.2012
Dept of Physical Education	Physical Education as Social Process Of Growth, State Level Seminar	U.G.C	18.02.2012
Dept of Commerce	Indian Accounting Standard: Convergence with IFRSs, National Seminar	U.G.C.	17.02.12 & 18.02.12
Dept. of History	International Conference	Paschimbanga Itihas Samsad	24.1.14 to 26.1.14

Table 2.3.6(b): Number of Faculty Members who have participated in Seminars/Workshops organized by other professional bodies.

Year	International	National	State Level	Workshops
2011-12	00	12	20	01
2012-13	01	06	05	02
2013-14	20	04	06	00
2014-15	04	06	05	01

Apart from that some departments organize extension lectures, interdepartmental seminars, group discussions, etc. to augment teaching-learning.

2.3.7 Detail (process and the number of students benefitted) on the academic, personal and psycho-social support and guidance services (professional counselling/mentoring/academic advise) provided to students?

➤ **Academic Support**- Academic supports are offered in terms of Classroom teaching, Tutorial class (100% of the students) and Remedial classes (15-20% of total students), Counseling classes (20-25% of the total students), Class test (100%), Evaluation of answer script (100%), Rectification of answers of the students as per the model answer (100%), guidelines provided for presentation of papers in the seminars and workshops.

➤ **Psycho-social support-** Departmental heads and other faculty members provide Psycho-social support when the students of the concerned departments (10-15% of the students) face any psychological and social problems. Sometimes, the departments seek help from allied departments like Philosophy, Education, etc. in regard to the provision of support. A psychological counselor, Dr. Subhrangshu Aditya, of Jadavpur University, offered counselling and support to students in need of the same. 30 students have been offered such support in the current academic year. In some cases financial support is also provided to help students purchase books. Help, in the form of donating books, is also extended to students from economically backward families. Recently, a mentoring cell has been constituted in the college.

➤ **Guidance Services:**

  • Professional counselling, mentoring and academic advice is imparted to the students by the faculty members. The computer centre takes the responsibility to equip the students in computer application to make them capable of facing the competitive job market.

  • The college has planned a Course in Spoken English.

  • Students are also helped to develop soft skills to meet the challenges of the market and the broader society.

  • Professional counselling through several reputed agencies has also been done in the recent years.

  • Students are also offered counselling /mentoring/ advice to participate in sports and cultural and co-academic activities at university, state & national levels.

  • UGC Sponsored Coaching for Entry Level Examinations in different Government and Non-Government Services especially for the SC/ST/OBC (excluding creamy layer), minorities and economically backward students have been offered. The

programme started from December, 2011 and the Classes Started from January, 2012, for General Papers and Topics for Competitive Exam like West Bengal School Service Commission, Public Service Commission, Railway Recruitment exams, Staff Selection commission, etc. and was completed in July, 2012. About 101 students participated in the programme. About ten teachers and Resource persons were engaged in the programme and 288 classes were taken.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faulty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Innovative learner-centric educational approaches are followed by faculty members through appropriate methodologies.

➢ Industrial and Field visits for firsthand experience are being planned for Commerce students as well as students of the department of Economics.

➢ Project works given by departments such as Geography, Physical Education, etc.

➢ Socio-economic surveys are conducted by some departments.

➢ Audio-visual aids like Film as teaching aid is used in departments like English, Bengali, Geography, Political Science and History.

➢ Students are encouraged and motivated to prepare departmental wall magazines.

➢ Field works are conducted in departments like Geography.

➢ Use of ICT tools like photocopiers, scanners and printers as learning resource.

➢ Use of LCD projectors and Smart Board by the departments.

➢ Conversion of the college into a wi-fi enabled campus for students and staff.

➢ Increased number of computers in the computer centre, departments and the library.

➢ All departments are equipped with computers and internet facilities.

➢ Use of websites like NPTEL, and commissioning of INFLIBNET N-LIST whereby students and teachers are encouraged to make full use of e-resources.

➢ Purchasing text and reference books in the central and departmental libraries.

➢ Motivating the faculty members to participate in refresher course or orientation programme, seminar, workshop and conferences, research work and publication.

- Organization of departmental and state/national level seminars, where students are motivated to present papers. Organization of seminar classes, where students are encouraged to give power point presentations.
- Interdisciplinary and interdepartmental teaching is promoted and encouraged.
- Supply of study materials and lecture hand-outs to students both in English and vernaculars.
- Encouragement is given to students to solve questions papers of previous years with active guidance from faculty members.
- Students are encouraged to participate in Group Discussions, Debates, Extempore Speech and such other cultural competitions and activities.
- Organization of Mock-Parliament for students.
- Organization of interactive sessions like Bhasha Dibas (21st February), Hindi Diwas (16th September), Rabindra Jayanti, etc.
- Organization of Career Fairs.

Impact: Teaching and learning innovation is incorporated have brought qualitative changes in the delivery of content.. The innovative approaches of learner-centric education have helped teachers to gauge their capacity to grasp the content being delivered and thereby identify both weaker and advanced learners and adopt appropriate measures to cater to their particular needs. On the other hand, technology has changed the way teachers teach, offering educators effective ways to reach learners quite effectively, and playing effective roles as advisors, experts, and facilitators all at the same time.

2.3.9 How are library resources used to augment the teaching-learning process?

- The Central Library, the core Learning and Teaching Resource Centre of the college, with 13485 books, 16 periodicals, and CDs, supports teaching, learning and research across a wide range of all conceivable disciplines.
- The teaching-learning process is augmented by recommending reference work, accessing internet facilities to students.
- Facilities like the use of reference books and accessing internet facilities are also extended to students. The library uses various ICT tools like computers, photocopiers, scanners, printers, etc. to help students.

➢ The library also has Wi-Fi connection. It has also joined the N-LIST programme (conducted by INFLIBNET) since 2015. 6,000 + e- journals and 97,000 + e books can be availed by this.

➢ Books and magazines are purchased by the College on regular basis for knowledge up-gradation.

➢ The information regarding new arrivals is also given through the Library notice board.

➢ A separate periodical section has been created in the library.

➢ The library has installed library software KOHA compatible with Z39.50. This has helped in better acquisition, circulation, cataloguing, book reserves, bibliography services, etc.

➢ Copies of syllabi prescribed by the university, with question-wise division of marks etc. are also available to students for ready reference.

➢ Question papers of previous years have also been archived.

➢ Daily newspapers are displayed on a separate desk.

➢ A Suggestion Box has been set up at a conspicuous location in the Library.

2.3.10. Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

➢ As far as the internal organization is concerned the faculty members try to finish teaching well ahead of the close of each session but often due to unavoidable circumstances such as election processes related to Panchayet, Assembly and Parliament Elections teaching days are curtailed and the affiliating university changes its schedule, then the institution faces the challenge of completing the curriculum in the imposed abbreviated time frame.

➢ But as the institution faces this situation quite frequently extra classes are arranged to take care of the same. Remedial classes are also conducted for slow learners.

2.3.11. How does the institute monitor and evaluate the quality of teaching learning?

➢ The institute monitors and evaluates the quality of teaching learning through IQAC which collects feedback from all stakeholders and on the basis of such feedback,

monitors and evaluates the quality of teaching-learning. These analyzed and evaluated. The outcome of the feedback analysis is informed to each teacher for future improvement and encouragement.

➢ Further assessment of the quality of teaching-learning is done through Parent-Teachers Interaction, Tutor-Ward Interaction, analysis of Class Test/Mid-Term Test/Annual Test/University Examination results.

➢ Monitoring of students' attendance by the departments and the Principal and the communication of the same to guardians.

➢ Monitoring of teachers' appraisals by the Principal.

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

The College Governing Body prepares the requirement of teachers on the basis of workload and submits application to the Director of Public Instruction, Govt. of West Bengal, for sanctioning additional posts for different subjects. Teachers (Faculty members) are selected according to UGC norms. The West Bengal College Service Commission (WBCSC) recommends teachers for Grant-in-aid colleges. On the basis of their recommendations, the college appoints the teachers. In addition to that, the college appoints full-time unaided teachers on the basis of Selection Committees constituted by the Governing Body of the college as per Government and University guidelines. During the last four years, the college appointed 02 teachers on the basis of WBCSC recommendation. Moreover the college has, over the years, recruited 21 management appointee teachers, 8 of whom were given approval by the Govt. of West Bengal as Part Time Teachers in the year 2009-10. The Govt. pays a consolidated monthly salary to these teachers. The rest are paid from the college fund. As the staff pattern shows, the number of sanctioned posts also falls far short of the minimum required strength in many departments. The college, therefore, recruits Management Appointee Part Time Teachers (Permanent) on the basis of interviews conducted and panels prepared in terms of regulations of the government and the parent university.

The following tables show i) Qualifications of the teaching staff (Table 2.4.1a) and b) the number of substantive posts, the no. of faculty in position and number of vacancies against the courses (Table 2.4.1b) as on 31.11.2013.

Table 2.4.1 (a): Qualifications of the teaching staff:

Permanent Full Time Teacher							
Designation / **Qualification**	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
D.Sc/D.Litt	00	00	00	00	00	00	00
PH.D	01	00	01	02	03	01	08
M.Phil	00	00	00	00	00	01	01
PG	00	00	02	00	03+1	01	06+1
Govt. Approved Part-Time Teachers (Permanent)							
Qualification	Male		Female		Total		
D.Sc/D.Litt	00		00		00		
PH.D	00		00		00		
M.Phil	00		00		00		
PG	03		03		06		
Management Appointee Part Time Teachers (Permanent)							
Qualification	Male		Female		Total		
D.Sc/D.Litt	00		00		00		
PH.D	00		01		01		
M.Phil	01		01		02		
PG	02		05		07		

Table 2.4.1(b): Vacancy position in substantive teaching posts:

No. of Substantive Posts Sanctioned	No. of Posts filled up	No. of posts vacant
19+1(Librarian)	14+1	04

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

New courses have been introduced in Sanskrit (General), Education (Honours), Geography (Honours), Computer Science (General), Physics (General) and Chemistry (General). The first three courses commenced in the year 2013-14, while the rest were introduced in 2015-16. The extension of affiliation in Computer Science, Physics and Chemistry were given by the University after the admission process had started for the session 2015-16. Therefore, no admission could take place during the current session. However, the institution has already completed the process of interviews regarding the recruitment of Management Appointee Part Time Teachers in the said subjects in terms of the regulations of the government and university. One new post each has been sanctioned for Geography and Education by the Govt. of West Bengal, and requisition has been sent to the West Bengal College Service Commission. It is expected that recommendations regarding the same and subsequent filling up of the vacancies in the two departments will be completed during the current academic year. No post has yet been sanctioned in Sanskrit. But recruitment of guest faculty has been done by the college and payment is being made from college fund. During the last three years the college has recruited two faculty members, one in Economics and the other in Physical Education following recommendations from the WBCSC. Thus two long-standing vacancies in substantive posts were filled up. There is still a vacancy position in the Department of Economics, requisitions for which have been forwarded to the WBCSC several times over the last few years. The West Bengal College Service Commission is now conducting interview process and the college is expecting early filling up of the vacancies.

Apart from these, the college has appointed 10 Management Appointee Part Time Teachers on the recommendation of the Selection Committees constituted by the Governing Body of the college comprising of External Experts (University teachers) in terms of the university regulations.

In addition to that, the college takes the help of highly qualified guest faculties from different universities and institutes of repute to teach the new and existing programmes as in the Departments of Geography, English, Commerce, etc. A good number of experienced and highly qualified visiting guest teachers from different Universities and reputed institutions teach some relevant portions of these subjects. Retired Faculty members are also approached to extend their support to the departments and the college is now getting such support from some retired teachers. Presently, besides 6 (8 were appointed of whom 2 have resigned subsequently) Govt. approved Part time teachers, the college has appointed more than 10 class basis teachers as per UGC guidelines to meet the shortfall in the requisite number of faculty members.

Table No. 2.4.2 (a): List of Govt. Approved Part Time Teachers:

Subject	Name of the Teacher	Qualification	Date of Appointment
Education	Debosree Bhattacharjee (Das)	M.A.	24.11.2009
Political Science	Sukumar Sarkar	M.A.	11.11.2002
Political Science	Sangita Dey	M.A.	28.08.2008
Geography	Rajarshi Ghosh	M.A.	18.11.2008
Philosophy	Suchandra Choudhury	M.A.	01.10.2004
Commerce	Mrinal Dutta	M.Com.	01.07.2005

Table No. 2.4.2 (b): List of Management Appointee Teachers:

Subject	Name of the Teacher	Qualification	Date of Appointment
Bengali	Dr. Patralekha Nath	M.A., Ph.D.	21.12.2010
Bengali	Saptarshi Maity	M.A.	10.01.2011
Bengali	Avishek Gupta	M.A., M.Phil.	01.11.2011
History	Sayan Choudhury	M.A.	01.11.2011
Education	Pritha Das	M.A.	18.11.2013
Education	Debolina Giri	M.A.	16.09.2013
English	Mrittika Malakar	M.A.	02.09.2013
English	Oindrila Sengupta	M.A.	08.11.2014
Geography	Surupa Sadhu	M.A.	18.11.2013
Sanskrit	Archita Banerjee	M.A., M. Phil.	18.11.2013

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

Table 2.4.3 (a): Nomination to staff development programmes

Year	Refresher Course	Orientation Programme	Winter/Summer School	Short Term Course	Total
2011-12	01	00	00	00	01
2012-13	04	00	00	00	04
2013-14	02	00	01	00	03
2014-15	02	02	02	01	07

• **Teaching learning methods/approaches-** The Orientation and Refresher Courses which are part of a standard procedure for screening are measures to enhance innovative teaching skills of a teacher. These courses are developed and conducted by Human Resource Development Centres of various universities and teachers avail Duty Leave to attend them.

b) Faculty Training programmes organized by the institution to empower and enable the

use of various tools and technology for improved teaching-learning:

Table 2.4.3 (b): Training Programmes organized by the college:

Teaching- Learning Methods and Approaches			
Sl.	**Topic**	**Resource Person**	**Date**
1	Teaching strategies, Learning styles, best practices in college teaching	Kakoli Sen Banerjee, Assistant Professor, English,P.N. Das College	18.09.2015
Handling new curriculum			
1.	Workshop held at the time of revision of syllabus.	"Workshop on Clarification of WBSU Undergraduate syllabus and evaluation pattern in English" Suman Ranjan Bandyopadhyay Dept. Of English, P.N. Das College	05.10.2015

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The College encourages research aptitude among teachers and students in all possible ways.

➢ In addition to the IQAC, a Research Promotion Cell has recently been constituted to motivate the teachers for academic advancements, and help them to apply to funding agencies like UGC for research projects.

➢ The management has encouraged and has given enough opportunities by providing study leave to complete Ph. D & M. Phil. research work.

➢ Leave is granted to faculty members for participating and presenting research oriented papers in seminars and conferences and attending training programmes.

➢ Necessary infrastructure and fund is made available for the organization of National/State level Seminars and Lectures.

➢ Computer training courses are conducted on regular basis to help faculty members acquire necessary computer skills.

➢ Computers, internet and INFLIBNET-NLIST facility are extended to faculty for enrichment.

➢ A research oriented journal with ISSN numbering has been planned by the institution.

Table 2.4.4: Faculty engagement in research activities:

	2011-12	2012-13	2013-14	2014-15
No. of faculty members engaged in research activities	04	04	06	07
Amount of Research Grant received from UGC (in Rs.)	NIL	NIL	NIL	Rs. 6,20,000/-
Research/Seed Money Grant received from the college (in Rs.)	NIL	NIL	NIL	NIL

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

Nil.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

Yes. The college has already introduced the system of evaluation of every faculty member by the students. Filled in Feedback Forms, with a list of questionnaire related to various aspects of the college, like the performance of individual teachers, the amenities and services at the Library, canteen facilities and the services of the office, are received from students of the first year once after two months of commencement of classes and then at the end of the session. Similar forms are received from 2nd and 3rd Year students at the time of filling up of forms for the university examinations. Adequate measures are taken to maintain the secrecy of the identity of the respondent. These forms are subsequently analysed by the authority and the departments to assess the performance of each teacher, the staff in the library and the office. Necessary advices are then given to the concerned teacher/staff for further improvement and encouragement.

In addition to that, evaluation is conducted by peer members in the other departments within the college.

Impact: In accordance with the inputs from students, college authority motivates teachers for better teaching more industriously with the adoption of methods of student-centric learning such

as participation in interactive teaching, tutorial, greater participation in interaction outside the class room. Teachers who perform well also feel encouraged to teach better in future. The office and library staff are also motivated to provide better service to the stake-holders.

2.5 EVALUATION PROCESS AND REFORMS

2.5.1. How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

Detailed information regarding the evaluation method, including reforms, if any, and Schedules of Examinations is made available to the faculty and students through institutional notification, academic calendars, teacher-student interactions and by holding respective departmental parent-teachers meeting.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

The college is affiliated to the West Bengal State University and abides by the rules framed by the University for holding exams at UG level. Regarding holding of theoretical papers, the college follows the rules set by the University. Any reform or modification is brought to the notice of the authority and steps are taken to inform all.

At college level, about two months before the commencement of examinations, tests are held following the University pattern and the scripts are evaluated and shown to the students. This acts as a preparatory test for them.

The college has a Central Examination Committee for holding of the University examinations. It is through effective management of all members that fair conduct of examination is possible. Finally, the teachers are assigned evaluation duties by the University and its one of the rules that no teacher gets to check the scripts of students of his college. Efforts to publish the results at the earliest are made. If the students are not satisfied with the marks they obtain they can apply for review.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

This is implemented through academic curriculum and notification through college Website/Prospectus and institutional notification. The amended rules and regulations of the University are also notified through teacher-student interactions of respective Departments.

2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

➤ For **formative evaluation** the College has its own process of internal assessment system through class tests, tutorials, mid-term tests and annual tests. The students are then advised and counselled to rectify their shortcomings. The College arranges for remedial classes for the academically weak students to help them overcome their drawbacks and prepares them to do better in their university examinations.

- Other evaluation methods like Quiz, Presentation, Project Work, Field Study, etc. are also applied for the regular monitoring and assessment of the development of the students.

- Although the scores of the formative assessments, like Class Tests and Mid-Term Tests, do not impact the summative evaluation, the scores and assessment scripts are shown to each pupil for encouragement and self-assessment.

- Two months prior to the final examinations of each year, conducted by the affiliating university, the college conducts the Annual Test which works as the preparatory test. The teachers evaluate the papers and the scores and assessment sheets are shown to the pupils.

➤ There is no scope of **summative assessment** at the college level since it is conducted, at the end of every academic year, by the university.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)

➤ Other than the practical examinations, there is no major significance of the internal assessment system at the UG level except for the fact that the internal examinations conducted by the college work as an effective mechanism of evaluation of the formative

development of the student as well as preparatory tests that benefit them in getting equipped for the university tests.

- Results of class tests, Mid-term and Test Examination and annual examination are regularly displayed in the College notice board and also in the departmental notice board.
- The students are addressed individually regarding their performance in internal examinations of the College.
- The answer scripts are shown to the students to let them see their drawbacks and mistakes and suggestions are given to improve their performance.

2.5.6 What are the graduate attributes specified by the College/ affiliating university? How does the college ensure the attainment of these by the students?

In order to equip the pupils with certain specific attributes that are desirable for meeting the requirements of the globalised cultural and commercial milieu, the institution has included some add-on programmes. As such, a pupil graduating from the college is supposed to possess

- Soft skills for meeting social requirements;
- Communication Skills for global requirement;
- Compulsory Computer Literacy;
- Social and ethical values of high standards;
- Application skills;
- Problem-solving skills;
- Team-work skills etc.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the College and University level?

Be that as it may for the college examinations, the university rules accommodate audit of university examination results. The students may also request for review of their answer scripts in university examinations through RTI.

➢ The answer scripts are shown to students and in case of any doubt, teachers are always available for discussions and necessary clarifications. Moreover, in cases where the examinee is not satisfied with the evaluation, s/he can approach the faculty members of the respective department, and if any anomaly is found, the same is immediately rectified

and the corrigendum is noted in the official award list of the college as well as that with the department.

➤ In case of University Examination, if the students are not satisfied with their results they can apply for review of results as per university guidelines. These applications, forwarded by the Principal, are sent to the university. After review, fresh mark-sheets are provided to the students by the university through the college showing increase/decrease/no change in marks. In case of further discrepancy between the students' expectations and marks obtained, students are allowed to apply to the University under the prevailing RTI Act to show them the answer scripts.

2.6 STUDENT PERFORMANCE AND LEARNING OUTCOMES

2.6.1 Does the college have clearly stated learning outcomes? If yes give details on how the students and staff are made aware of these?

➤ For UG courses, when the course content is prepared by the Boards of studies of the University it is prepared with a clear statement of Learning Outcome for some departments only and these are placed in the workshop of the concerned department for discussion and its finalization. After approval by the University Executive Council, the syllabus is uploaded on the University Website with a clear statement of the Learning Outcome. A copy of the course content with the learning outcomes is made available to the students and the staff to make them aware of it**.**

➤ The mechanisms by which the institution makes students aware of the learning outcomes are:
  - In the Introductory Programme for fresh entrants, the students are made aware of the prospects of higher education.
  - The departments inform the students about the potential of the respective subject and the job prospects therein.
  - These are further discussed during the progress of the programmes by faculty members of respective departments.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students' results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The college has a comprehensive mechanism in place for the regular assessment of the progress in performance of a pupil:

➢ Regular evaluation is conducted in the form of class tests, mid-term tests, and annual tests and the results of the same are communicated to the students through notification in the college notice board.

➢ Students are also shown their answer scripts in tutor-ward interactions of the respective departments. The faculty members explain the deficiencies and the scope of improvement to each student.

➢ Furthermore, the guardians are also made aware of the progress of their wards in the Parent-Teacher interaction. This has enabled the parents with an effective feedback tool for the assessment of the academic development of their wards.

➢ The regularised system of evaluation has also helped the teachers with an objective and measurable feedback in respect of the effectiveness of the teaching-learning-evaluation process. It has also helped them to evolve effective and innovative methods of instruction.

Table 2.6.2(a): Programme wise pass % and completion rate for the last 4 years

COURSE	2011-12	2012-13	2013-14	2014-15
BENGALI(H)	97%	100%	100%	97%
ENGLISH(H)	100%	100%	91%	100%
POL.SC(H)	100%	100%	100%	100%
HISTORY(H)	100%	100%	100%	100%
EDUCATION(H)	Not started	Not started	No 3rd year	
GEOGRAPHY(H)	Not started	Not started	No 3rd Year	
B.COM(H)	100%	81%	100%	100%
B.COM(G)	96%	92%	100%	92%
B.A.(G)	78%	91%	93%	92%
B.Sc(G)	60%	33%	100%	100%

Table 2.6.2(b): Programme wise details in comparison with other colleges under the affiliating university within the same district:

College / Programme	Mahadevananda Mahavidyalaya			Panihati Mahavidyalaya			R.B.C. Evening College			P. N. Das College		
	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %
BA (H)	73	64	87.00	136	109	80.15	62	61	98.39	63	41	65
BA (G)	303	154	50.30	Not Available	Not Available		372	330	80.70	182	52	29
B.COM (H)	17	12	70.59	71	52	73.24	74	68	92.00	2	1	50
B.COM (G)	109	36	33.00	Not Available	Not Available		10	09	90.00	25	4	16.0
B. Sc(G)	107	27	25.24	Not Available	Not Available		10	04	40.00	2	2	100

Table 2.6.2(c): Stream wise pass % and completion rate for the last 4 years

PROGRAMME	2011 - 2012			2012 - 2013			2013-2014			2014 - 2015		
	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %
B.A (H)	118	116	98.3	85	85	100	53	52	98	63	63	100
B.A (G)	222	173	78	165	150	91	308	286	92.84	182	167	91.75
B.COM (H)	14	14	100	21	18	85.72	4	4	100	2	02	100
B.COM (G)	23	22	95.66	50	46	92	21	21	100	25	25	100
B.SC(G)	05	03	60	03	01	33	2	2	100	2	2	100

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

The strategies of teaching, learning and assessment and its structuring are determined by the learning outcome and these strategies of this institution are integrative in order and consistent. They are designed in a way to ensure that the learning outcomes are successfully achieved.

➢ Classes are held strictly as per schedule. Learner-centric methods of teaching, like use of computers and internet, use of audio-visual aids, provision of lecture notes and hand-outs, are implemented to facilitate optimum student participation.

➢ The college allows space in the curriculum for students to learn in different ways. It also ensures that there is essential balance between lectures, seminars, and independent and collaborative learning activities in the programme, providing for generating a desire for enquiry and research among the students.

➢ The assessment strategy also provides the students opportunities to self-monitor their own work and that of the peer. In case of inability of a student to achieve learning outcome, remedial coaching, counselling classes, are adopted to improve the situation.

➢ The administration conducts reviews of the regularity of classes, internal assessment, and students' attendance in classes, to ensure that the desired learning outcome is achieved.

2.6.4 What are the measures /initiatives taken by the institution to enhance the social and economic relevance (quality jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

➢ Since the institution enjoys minimal autonomy regarding the structuring of the syllabi for UG Courses, the college engages itself in combining teaching according to the syllabus with certain value added programmes to ensure that the pupils get quality education and also acquire skills to suit the requirements of the society as well as the job market. The syllabus is revised in a time interval by the UG Board of Studies of the University considering the current social and economic relevance for the courses offered.

➢ Some of the departments in their course curriculum have introduced project works that are supervised by the faculty members. Moreover, nearly all the departments have initiated the organization of departmental seminars to facilitate the presentation of papers by the students.

➢ The Computer Centre of the college offers basic courses in computer application, as well as advanced courses at a nominal cost. This enables the students to learn the use of

computers for their specific vocations. Separate computer facility is provided to students of Commerce, Education and Geography. Students are also encouraged to use the internet facility available in the college to supplement the class room teaching.

➢ The laboratories and libraries help the students inculcate innovation by allowing them to explore and experiment innovatively.

➢ The College Magazine and Departmental Wall Magazines provide them platform to give expression to their innovative and creative ideas.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

Data from various sources are collected and analyzed to assess the progress of students and the learning outcomes:

➢ Results of the University Examinations, Periodical Assessments and Class Tests conducted by the Departments, the Evaluation of oral skill through collaborative presentation of any topic work as an important data base for the assessment of student performance and learning outcome.

➢ Feedback from stakeholders are collected and analysed.

➢ Data collection on placement is in the process of the institution.

➢ Student progression to PG level and success in National and State level Examination is taken into consideration.

➢ Information collected from the Alumni Association, and personal/ departmental communication the student learning outcomes are collected and future planning is done accordingly.

➢ A regular contact with ex-students through telephone, internet and face book is maintained and they are encouraged to come and talk to the present students so that an academic exchange between past and present students is maintained.

➢ The data collected is reviewed by the Principal and the Career Counselling Cell. The IQAC is also consulted when required. The trends in Campus recruitment form the parameter for future interface sessions with employers.

➢ The collected data are also analysed in the departmental review meetings, and the meetings of the Academic Sub-Committee and the Teachers' Council.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

By monitoring the student's tutorial performances, project work and seminar presentation and College and University Examination results the institution ensures the achievements of learning outcomes.

2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

The institution and the faculty members assess/evaluate the students on the basis of class test mid-term examination and annual test. The institution frames a time period within which the results of different examinations are to be announced. This is notified in the college notice board and web-site. After the results are over, the faculty members show the assessed answer scripts to the students pointing out the deficiencies of the answer and assist the students to formulate the model answers as per the university guideline provided at the final examination of the university.

CRITERION – III

RESEARCH, CONSULTANCY AND EXTENSION

3.1 PROMOTION OF RESEARCH

3.1.1 Does the Institution have recognized research center/s of the affiliating University or any other agency / organization?

The Institution does not have any research center recognized by the affiliating university or any other agency / organization, though the Institution is planning to begin its Research Cell that will monitor, supervise and guide all who are involved in research work.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is the composition? Mention a few recommendation made by the committee for implementation and their impact.

The Institution takes special care to provide opportunities to the staff and sometimes students to participate in state level, national and international seminars and workshops and consistently encourages teachers to contribute in the research process and outcome. The institution has formed its research committee which would provide valuable suggestions and insights and thus, promote and monitor the quality of research.

The members of the research committee are as follows.

Chairperson: Dr. Sharmila De, Principal, P. N. Das College. Palta.

Convener   : Dr. Basumita Tarafdar.

Member   : Dr. Sutapa Bhattacharya

Member   : Dr. Shakhawat Hossain

Member   : Dr. Mohasin Mallick

Member   : Dr. Madhuchanda Lahiri.

Recommendation of the Research Committee:

The Committee aptly recommends the faculty members to participate in state level, national and international seminars and consistently encourages them to present papers on various theoretical and empirical aspects on the concerned subjects. Various departments usually take initiative to organize seminars/ workshops/ invited speech to create interest on the relevant areas among the students. Faculty members usually receive research grant from University Grant Commission (UGC) in the form of minor research project scheme.

3.1.3 What are the measures taken by the Institution to facilitate smooth progress and implementation of research schemes/projects?

- *Autonomy to the principal investigator.*
- *Timely availability or release of resources.*
- *Adequate infrastructure and human resources.*
- *Time off, reduced teaching load, special leave etc to teachers.*
- *Support in terms of technology and information needs.*
- *Facilitate timely auditing and submission of utilization certificate to the funding authorities.*
- *Any other*

Being an undergraduate college, the institution hardly has any provision for research by the students.

Thus in the college the faculty members are encouraged to involve in research activity by providing the adequate infrastructure. The head of the Institution usually takes immediate steps to circulate the information regarding research grant funded by UGC and asks supporting staff to make payment of the expenditure incurred by the principal investigator. The college has procured modern equipment, updated the library facility and subscribed to research journals to improve the quality of research. Research projects have been going on, in the college for the last few years. Three minor research projects have been completed and submitted with proper utilization. Three minor research projects are ongoing in three different departments; another three projects have been applied for under the XII Plan. The principal investigators usually enjoy full autonomy to utilize the sanctioned grant properly. The teachers enjoy a number of special leaves which are properly monitored and supervised by the Principal, during the tenure of the proposed research work. The faculty and researchers are sincere in submitting their annual reports and utilization certificates in time to the funding authorities.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

Although research does not constitute the prime focus at the undergraduate level, the institution always motivates the students for higher education.

- ◆ Various departments of the college organize national, international and state level seminars to create interest among students some of whom present papers in such seminars. Students also avail the opportunity to meet the distinguished eminent

academicians across the country. They can get access to interact with the researchers to receive satisfactory clarification corresponding to their relevant queries.

♦ Moreover, at present the students are constantly motivated to take up projects for their classroom term papers and short dissertations.

♦ They have full access to the library, reference books, and the websites.

♦ Students also undertake survey and field work supported by their respective departments and the faculty.

♦ Availability of rich research library resources through institutional subscription to N-List offers the students a treasure of knowledge.

♦ 6 classrooms and seminar room fitted with LCD projectors, wi-fi connectivity, and exposure to ICT enabled modern technological aids attract the interest of the students.

♦ Various awareness generation programmes are organized throughout the year to instil scientific temper among the students as well as awareness of social equity. Equal Opportunity Cell, Health Sub-committee, the IQAC etc. are always active to generate awareness on Thalassaemia, issues related to community health and medicine, prevention of terminal diseases like Cancer and AIDS, Gender discrimination, women's rights, minority, etc.

3.1.5 Give details of the faculty involvement in active (guiding student research, leading research projects, engaged in individual/ collaborative research activity, etc.)

A number of faculty members have already completed their Ph.D. and some of the faculty members are involved in active research activity. Two faculty members of the college have completed their Ph.D. while in service. In addition to that, faculty members in the departments of Mathematics, Commerce, Hindi and English are currently pursuing their Ph.D. programmes and one from the department of Philosophy has applied for it.

Beside the active engagement in research, the Principal, Dr. Sharmila De, has supervised a student for submitting thesis in a Ph.D. programme.

Faculty members are actively engaged as principal investigators of the minor research projects solely funded by UGC in their areas of interest. The list of completed and ongoing research projects are as follows.

Table 3.1.5: Table of minor research projects:

TITLE OF THE PROJECT	Name Of the Principal Investigator	TENURE	DEPARTMENT	STATUS
Study of the role of Kolkata corporation in environmental protection and development	Dr. Sutapa Bhattacharya	2007-2009	Political Science	Completed
Patterns of urban growth under a colonial rule in India in the late 19th century.	Dr. Soumitra Sreemani.	2009-2011	History	Completed
Promoting learner Autonomy in English literature classrooms.	Smt. Kakoli Sen Banerjee	2009-2011	English	Completed
Evolution of Epistemology in the Pre and Post Quine period in the light of Naturalised Epistemology	Smt. Dipa Chakraborty	2015-2017	Philosophy	On-going
A survey of reading methods and non-standard scaffolding in English language and literature teaching in Distant mode of learning.	Smt. Kakoli Sen Banerjee	2015-2017	English	On- going
Nagarjuna ke upanyas me jan andolan.	Sri Ajay Choudhary	2015-2017	Hindi	On- going

3.1.6 Give details of workshops/ training programmes/sensitization programmes conducted/ organized by the institute with focus on capacity building in terms of research and imbibing research culture among the staff and students.

Apart from UGC sponsored seminars, workshops/training programmes/sensitization programmes are organized by our college recently and in recent past. It is noteworthy that **'Pashchimbanga Itihash Samsad'** for three consecutive days – on 24th, 25th, 26th of January 2014, which invited participants and scholars from the national as well as international level had been organized by the college very successfully. Programme on **Stress Management** was held recently. A workshop on Computer presentation title, **ICT enabled classroom and computer skill enhancement for teachers** which was specially designed for teachers and our non-teaching staff. A seminar on '**Space Science Today'** was held recently. Programme on **'Hindi Diwas'** was held recently. A sensitization programme on Mathematics entitled **"A Journey to Infinity'** was especially beneficial for our students. At present the college has chalked out a number of workshops and sensitization programmes that would be beneficial for our students, teachers and non-teaching staff. The programmes are currently organized by the college.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

As stated earlier, the college does not have any research centre but the faculty members are involved in the research at individual level. Following is the detail along with research areas and expertise field of the different faculty members:

Table 3.1.7: List of Teachers having research experience/expertise or involved in active research

SUBJECT	SPECIALISATION	TEACHER CONCERNED
BENGALI	Political writing in Bengali Literature from 1947-1980.	Dr. Basumita Tarafdar
BENGALI	Folklore in Bengal.	Dr. Shakawat Hossain
BENGALI	Indigo Revolution in Bengali Literature.	Dr. Patralekha Nath.
POLITICAL SCIENCE	Political mobilization and Class conflict.	Dr. Sutapa Bhattacharya
POLITICAL SCIENCE	Tribal Development in Bengal.	Dr. Thakurdas Tudu
ECONOMICS	Financial Market.	Dr. Madhuchanda Lahiri
PHYSICAL EDUCATION	Creativity, Motor creativity, Intelligence and Physical Fitness.	Dr. Ajit Das
MATHEMATICS	A study on Statistical and other convergences.	Sri. Bablu Biswas
ENGLISH	Non-Standard Scaffolding in Literature Teaching through Task-oriented Language Use	Smt. Kakoli Sen Banerjee
COMMERCE	Micro, Small and Medium Enterprises in West Bengal	Sri Amal Kumar Bhakat

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

Despite its unavailability of a research centre, the faculty members usually organize national/ state level seminars. In this connection, distinguished scholars are invited to participate in the seminars. This provides a platform for interact to the students to exchange ideas from which students are motivated and benefitted. Though the college is located in a relatively remote areat and serves the backward community, it makes sincere efforts in inviting eminent scholars and researchers and teachers to interact with staff and students in order to bring about an all-round development in the academics as well as in thoughts and aspirations of the entire college.

Personalities of eminence are also invited to promote an interest in the environment and ambience. Programmes like Nature Study and plantation are conducted regularly to bring about awareness in nature, Personality from forest department and Gram Panchayat in the district also helps the college in maintaining and caring for its natural amenities which the college can proudly boast of.

Table 3.1.8: Eminent Researchers who visited this Institution

Sl.	Name	Attached With	Year
1	Prof. Bhabatosh Banerjee	President, IAA Research Foundation	2012
2.	Dr. R.K. Bal	Former President, IAA; Professor, Utkal University	2012
3.	Dr. Sunil Kumar Gandhi	Secretary. IAA, Kolkata	2012
4.	Prof. A.K. Basu	Prof. Department of Commerce, University of Calcutta, President, IAA, Kolkata Branch	2012
5.	Prof. Ashish K. Bhattacharyya	CA; Director IMI, Kolkata, Former Professor, IIM, Kolkata	2012
6.	Prof. Uttam Kr Dutta	Prof. Department of Commerce and Management, WBSU	2012
7.	Dr.(CA) Satyajit Dhar, Department of Business Administration	University of Kalyani	2012
8.	Dr.(CA) Prithul Chakraborty	Prof. Centre for Management Studies, JIS College of Engineering	2012
9.	Prof.(CA) Shubhayam Basu	Ananda Mohan College	
10.	Dr. Malayendu Saha	Prof, University of Calcutta	2012
11.	Prof. K.C. Paul	Prof, Department of Commerce and Farm Management, Vidyasagar University	2012
12.	Dr. Jayati Gupta	Associate Professor, Former Head, Department of Engligh, WBSU	2011
13.	Arpita Banerjee	Reader, Institute of Kolkata, English Studies Consultant, British Council, Coordinator English Language, NSOU.	2011
14.	Dr. Sipra Mukherjee	Associate Professor, Department of English, WBSU	2011
15.	Dr. Sharmistha Chatterjee Srivastava	Associate Professor, English, Aliah University	2011

16.	Dr. Indrani Chowdhury	Associate Professor, English, Vidyasagar University	2011
17.	Dr. Debarati Banerjee	Associate Professor, Visva Bharati University	2011
18.	Dr. Partho Ganguly	Associate Professor, English, Sanskrit College, Kolkata	2011
19.	Dr. Ratanlal Chakroborty	Former Faculty, Dhaka University	2014
20.	Prof. Anita Bagchi	Faculty North Bengal University	2014
21.	Prof. RubiMaloni	Faculty, Mumbai University	2014
22.	Prof. Sujata Mukhopadhyay	Faculty, RabindraBharati University	2014
23.	Prof. Chittaranjan Mishra	Faculty, Rajshahi University, Bangladesh	2014
24.	Dr. Amitrasudan Bhattacharya	Retd. Prof. ViswaBharati University	2011
25.	Dr. Sraboni Pal	Professor RabindraBharati University	2011
26.	Dr. Mohini Mohan Sardar	Professor, WBSU	2011
27.	Dr. Barun Kumar Chakroborty	Retired Professor, Kalyani University	2011
28	Dr. Satrajit Goswami	Associate Professor, Rishi Bankim Chandra College for Women	2011
29	Dr. Pranab Dasgupta	Associate Professor, Rishi Bankim Chandra College for Women	2011

3.1.9 What percentage of the faculty has utilized sabbatical leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

The faculty involved in research has been permitted to enjoy a limited number of leaves for research activities since there is no provision for Sabbatical in terms of the government rules. Dr. Mohasin Mallick, from the department of Commerce was on leave under the FIP scheme of UGC for his doctoral work, which he completed successfully. All Teachers pursuing their Ph.D. were given leave for the course work, and field work required for their enrolment and progression in the doctoral programme. They are also granted short study leaves for course work , Minor

Research projects and M.Phil programmes. The leave allowance, of course, indirectly inspires the faculty members, since the college gives them the space and time to work in the premises itself without any impending disturbances. Teachers usually visit the libraries of various research institutions during the leave. Apart from the above, the teachers can also make use of Study Leaves, Preparatory Days, vacations, etc. they are also offered flexible class schedule, allowances to leave the college early.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/ advocating/ transfer of relative finding of research of the institution and elsewhere to students and community (lab to land).

➢ The awareness about the latest research findings is usually shared among the faculty members and students of the concerned departments. Practically, students receive a hint about the interesting results obtained from the research. They are informed officially in a class assembly or departmental seminars, and they become aware about the applicability of the latest findings.

➢ The State Level/National/International seminars organised by the various departments offer a platform to the teachers and students to present papers on the areas of their research interest.

➢ The students' project reports related to the study of a specific community, especially of the local area, highlights their socio-economic status from which some policy measures can be suggested for their well being.

➢ Students of the department of Geography have carried out project works on the socio-economic impact of tourism, especially on the tribal community, in areas like Bolpur, Mukutmanipur, Junput, Digha, Murshidabad, Ghatshila, etc. Projects works have also been conducted on issues like Gender discrimination and women's health, literacy, occupational structures, sewage and sanitation, nutrition, and changing land use pattern in relation with the economy.

3.2 RESOURCE MOBILISATION FOR RESEARCH

3.2.1   What percentage of total budget is ear marked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

There is no such provision of receiving grant from college for research purpose. The faculty members receive grant from UGC for research, seminar etc. The institution has, upon the recommendation of the IQAC, has planned to set aside a part of the annual budget, as seed money, to facilitate research, from the next academic year.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The institution has no provision to provide seed money to the faculty members for research. The college at present is thinking of providing seed money to a few researchers from the next academic year.

3.2.3 What are the financial provisions made available to support student research projects by students?

As per university syllabi/ curriculum, the students of Geography honours and general, Education honours, Commerce and Physical Education have to submit projects and survey reports under the supervision of the respective faculty members, but they do not receive any grant or funding from any other organization. Sometimes the college arranges for funding of the field study, survey and travel regarding the said purpose from the college fund itself.

3.2.4 How do the various departments/ units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavours and challenges faced in organizing inter-disciplinary research?

As the college has only undergraduate courses, there is no provision for research work for the students. Faculty members of different departments frequently interact among them to enhance the quality of research. For example the faculty of Mathematics frequently interacts with faculty of Commerce and Economics to enquire about the relevant information regarding statistical data, for their departmental activities. The department of Philosophy and Education exchange ideas and information for their up gradation and enhancement of teaching learning abilities. Frequently the departments of English and History also collaborates with each other and inter department teacher exchange is also encouraged by the institution. Departments of Bengali and Sanskrit also engage in similar collaboration. This exchange of ideas and information, which takes place in the institution, helps the student community greatly. It is better to mention that though faculty members prioritize their own discipline as major research area, they always share their opinions and views the faculty in the other departments.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

Basic research facility is available in the Laboratory based departments. The concerned department has a well set up laboratory with modern equipments having compatibility with the UG syllabus as recommended by the affiliated University. The departments of Geography and Computer Science are fitted with modern and latest software needed for the teaching of various experiments and information in the classroom. The institute boasts of several projectors, Laptops

for all faculties, a number of computers in the departments and office and laboratories, Smart Board, Wi-Fi connection in the departments, the office and library. All these equipments are used in the departments regularly for classroom teaching and projects by students and faculty, making the classes interactive and informative. The department of Physical Education is also well fitted with modern equipments. The Library has a commendable number of books and journals which the students can easily access. Recently, it is in the process of being digitized. Interested students are always motivated to avail the instruments within laboratories during the practice session and beyond the session if required. The institution is careful in purchasing the new equipments in addition to the existing ones, keeping compatibility with the revised syllabus. The institution is sincere in enhancing the number of equipments and instruments to meet the ever increasing demand of the students according to the availability of fund contributed by the UGC.

3.2.6 *Has the Institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If yes, give details.*

The college was established in the year 1962. Thereafter, it has gradually extended its base since inception. It has grown in the terms of number of departments, subjects, faculty, students and infrastructure. To update its existing curriculum and build its academic assets, the college generally applies for development grant on several important aspects to the UGC during the various plan periods. The institute has never received any grant from the Industry. Being a college in a backward, rural area of Bengal, the college had received grants from the MP and MLA LAD Schemes, and the state government a couple of times to improve on the infrastructure and build more classrooms for students. The alumni and local people's association also contributed in building a seminar hall for the college for enhancement of learning and research.

3.2.7 *Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and competed projects and grants received during the last four years*

The faculty members usually submit proposals to the UGC for the minor research projects during various plan periods. The UGC has sanctioned various proposals and provided the requisite fund. The details of the grant received from the UGC during the last four years are enlisted below:

Table 3.2.7: List of Faculty Members who have received research funds:

Nature Of Project	Duration Year. From, To	Title of the Project	Name of the funding agency	Total Grant, Sanctioned	Total Grant, granted	Total grants received till date.
Minor Project	2007-2009	Study of the role of Kolkata Municipal Corporation in Environmental protection and Development	U.G.C	100000/-	100000/-	100000/-
Minor Project	2009-2011	Patterns of Urban growth under a colonial rule in India in the late 19th century.	U.G.C	107000/-	107000/-	107000/-
Minor Project	2015-2017	Evolution of Epistemology in the pre and post Quine period in the light of Naturalized Epistemology.	U.G.C	300000/-	250000/-	250000/-
Minor Project	2015-2017	A survey of reading methods and non-standard scaffolding in English Language and literature teaching in Distant mode of Learning.	U.G.C	180000/-	140000/-	140000/-
Minor Project	2015-2017	Nagarjun ke Upanyasa me Jan Andolan	U.G.C	140000/-	100000/-	100000/-
Major Project	NIL	NIL	NIL	NIL	NIL	NIL
Any other (Specify)	NIL	NIL	NIL	NIL	NIL	NIL

3.3 RESEARCH FACILITIES

3.3.1 What are the research facility available to the students and research scholars within the campus?

Being an undergraduate college, curriculum of the courses prescribed in the syllabus does not offer much scope for research. Laboratory based subjects have some orientation to run different experiments. Students analyze the results of the experiments. Moreover the Geography department has intensive field work where students are required to hold survey and extensive study of the data to write their papers.

3.3.2 What are the Institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging area of research?

The basic infrastructure available for the students is almost sufficient for the undergraduate students. Yet the institution continuously upgrades itself in terms of infrastructure, material production, and technology supported classroom teaching etc. to give optimum support to the students most of whom come from an underprivileged background of the society. Students have full access to utilize the available resources in a systematic way. Besides, a room has been allotted to the research committee with internet facility to facilitate the researchers. Presently the institute has taken the initiative to form a research committee to enhance the research quality. The research committee has rightly pointed out the justification of e-journal. Fortunately the college has taken the measures to incorporate the access of e-journal for all disciplines.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If yes, what are the instruments/facilities created during the last four years?

The college has never received any special grants / finances from the Industry but has received grants from the State Government, MP and MLA LADS funds to build classrooms and other infrastructure in order to carry out the research work properly.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus/other research laboratories?

The college does not arrange for any research facilities in other research centres or Laboratories, but the student scholars or teachers can arrange for any appropriate facilities or research centres to carry out their individual researches. The college takes the full initiative in facilitating the work and helping the scholars with any documentation required for working in the centres or laboratories.

3.3.5 Provide details on the library/ information resource centre or any other facilities available especially for the researchers.

♦ The Central Library, the core Learning and Teaching Resource Centre of the college, with 13485 books, 16 periodicals, and CDs, supports teaching, learning and research across a wide range of disciplines.

♦ There are some rare books that serve the purpose of research in some disciplines.

♦ The Library also plans to set up a separate research cell.

♦ Facilities like the use of reference books and accessing internet facilities are also extended to students and researchers. The library uses various ICT tools like computers, photocopiers, scanners, printers, etc. to help them.

♦ The library also has Wi-Fi connection and has joined the N-LIST programme (conducted by INFLIBNET) since 2015. 6,000 + e- journals and 97,000 + e books can be availed by this.

♦ Books and magazines are purchased by the College on regular basis for knowledge up-gradation.

♦ The information regarding new arrivals is also given through the Library notice board.

♦ A separate periodical section has been created in the library.

♦ The library is fully computerized and has installed library software KOHA compatible with Z39.50. This has helped in better acquisition, circulation, cataloguing, book reserves, bibliography services, etc.

♦ Books binding for the old, rare and physically damaged books have been done.

♦ Five Computers have been made available in the library with internet and Lan facilities.

♦ Reference services are rendered to the students and researchers for their advanced studies.

♦ Newspapers are displayed on a separate rack.

♦ To facilitate the mobility of differently able students with motor disability, a ramp has been installed. A Wheel-chair has also been procured. For visually-challenged students, the college plans to purchase books in Braille.

3.3.6 What are the collaborate research facilities developed/ created by the research institutes in the college. For e.g. Laboratories, Library, instruments, computers, new technology etc.

There is no collaborative research facility developed and created by the research institutes in the college. Though collaboration with different colleges, Universities and other agencies have been significantly done in connection with the UGC Sponsored State and National level seminars held

in the 9th, 10th, and 11th plan periods. E.g., Mahadevananda Mahavidyalaya, Barrackpore Rastraguru Surendranath college, Orient Blackswan, Indian Accounting Association, Kolkata Branch; Acharya Prafulla Chandra College, Paschimbanga Itihas Samsad, Rishi Bankim Chandra College, Naihati, etc.

3.4   RESEARCH PUBLICATION AND AWARDS:

3.4.1 Highlight the major research achievements of the staff and students in terms of

o **Patents obtained and filed (process and product)**
  NIL
o **Original research contributing to product improvement**
  NIL

o **Research studies and Surveys benefitting the community or improving the services.**
  - The research study conducted by Dr. Soumtra Sreemani, Department of History, under UGC MRP scheme, on Bengal's settlement issues, gave rise to a different city of Kolkata. The study aims at investigating some treat about the living and economic condition of Bengal post Partition, in respect of her neighbouring states like Bihar and Orissa. It is observed that Partition brought about a degenerative economy and the infiltration in Bengal resulted in deep anguish of developmental drawbacks in which the cultural capital, Kolkata suffered the most.
  - Any research study tries to add some value to the existing knowledge or practice. Likewise, the findings of the study by Dr. Sreemani might help the government in formulating policy and taking appropriate measures to uplift the socio-economic condition and well-being of the state.

Professor Kakoli Sen Banerjee of the Department of English, conducted her research under UGC support, which aimed at the learners in the colleges of the districts of West Bengal, who are hugely underestimated in their undergraduate studies due to their lack of exposure especially when studying English as an Honours degree. She investigated on the issues of pedagogy which exposed the fact that language cannot be learnt but should be imbibed in order to appreciate Literature. For this the underprivileged lot should be subjected to the practice of self access study habits rather than stuffing their intelligence with verbose literary and linguistic matter that they cannot hold.

This study could lead to a through that would benefit the society especially the student community of the districts who are basically the first generation learners. The insight can be a valuable tool for the government to bring about a difference in the classrooms of the colleges in the interior of the West Bengal.

Professor Kakoli Sen Banerjee is working on her second project on adult female learners in respect to distance learning in the state of West Bengal. This project is also under the UGC support and its findings are in process.

○ **Research inputs contributing to new initiatives and social development**

Human development report on the role of Kolkata Municipal Corporation in environmental protection and development, by Sutapa Bhattacharya of the department of Political science conducted the research under UGC support. The study basically measures the extent of capability or functioning of the municipal body and other government organizations, within the specified region. In other words the study attempts to assess how a state can be corrected of its malpractices and would be less deprived in reaching the desired level of their potential. In a way through this initiative resultant effect of different policy measures taken from overall development has been probed with the human development approach. It addresses several government a d civic communities by measuring developmental index. The findings are expected in shaping up the future course of action for further development initiative regarding the issue of environment in the state.

Professor Dipa Chakrabarty, of dept. of Philosophy is currently working on a research project under the U.G.C grant support. The project is based on Natural Science of epistemological investigation that will benefit the modern scientific innovation in recent times, in our country.

3.4.2 Does the institute publish or partner in publication of research journal(s)? if 'Yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

The institute is in process of publication of the research journal with an ISSN number. The institute has produced college journals consistently where teachers have contributed with highly introspective writings.

3.4.3 Give details of publications by the faculty and students:

* {Please refer to the list of publications and awards as given in the Departmental profile at the end of the   report. Attached at the end with departmental evaluation.}

3.4.4 Provide details (if any) of

♦ **Research awards received by the faculty**

Table 3.4.4: Ph. D Awarded to the faculty during the last Five years:

Name	Subject	University	Year
Dr. Mohasin Mallick	Commerce	University of Calcutta	2010
Dr. Sakhawat Hossain	Bengali	University of Kalyani	2012
Dr. Thakurdas Tudu	Political Science	Ranchi University	2015
Dr. Patralekha Nath	Bengali	Visva Bharati University	2015

♦ **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
NIL

♦ **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**
NIL

3.5 CONSULTANCY

3.5.1 Give details of the systems and strategies for establishing institute-industry interface.

The college has not established any institute – industry interface as the college did not possess the departments of the science stream so far. However, as the science stream has been sanctioned in the current session with Physics, Chemistry and Mathematics as the general subjects, we intend to chalk out strategies for establishing interface with the industry as soon as possible.

The college-other institute interface is established through the placement Cell of the College. The Cell organizes seminars and workshops by different agencies in the industry to provide technical learning and service-oriented skills to the students. One such seminar was organized by a well-known computer institute for making the students aware of the advantages of possessing basic computer skills. Also another seminar will be conducted by the reputed institute RICE on the 08th of Dec, 2015 to impart knowledge to the students on the intricacies of cracking the question papers of government jobs.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

All the faculty members of the Institution are free to provide consultancy services on an honorary basis. No extra effort is made to advocate and publicize their expertise. However, their expertise is widely known through various sources like the college website, various organizations/ institutions so as to avail of their services on an honorary basis.

It is a policy of the institution to promote consultancy services to institutes in the local area with an aim to reach out to the community at large. The teachers of the institution have expertise in various fields and offer their services to neighbouring schools and colleges.

The consultancy services generally benefit the universities, schools and colleges of the region. Teachers act as external examiners for practical subjects not only in the affiliating University, but also as subject experts and nominees for other autonomous institutions and other institutions, like the West Bengal School Service Commission, West Bengal Madrassah Service Commission, etc.; acts as judges for cultural as well as sporting events of the local institutions and so on. Teachers in their individual capacities also offer consultation to regional, national and international academic and administrative bodies.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The IQAC and the Research Committees of the institution always encourage the faculties to extend consultancy services. They are provided with on-duty leave, if required for offering their service.

No revenue is generated from consultancy by the institution, as much of the consultation offered is gratuitous and therefore, free of cost. Any honorarium received from the beneficiary agency by the faculty members through consultancy on individual basis is not shared by the college, as these activities are undertaken mostly outside the college hours and after completion of all assignments allotted by the institution

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last few years.

The broad areas and major consultancy services provided by the institution during the period

Table 3.5.4: Consultation Services Provided by the Faculty

Sl.No.	Area of the Consultancy	Faculty /Department providing the service	Year
1	Member, Board of Studies, WBSU	Dr. Sharmila De Principal and HOD, Department of Physics	2012 till date
2	Member, of Councellors, Paper Setter, NSOU	Prof. Kakali Sen Bannerjee Department Of English	2012
3	Content Developer, of English language Studies.. British Council, Eastern Region	Prof. Kakali Sen Bannerjee Department Of English	2009-10; 2012-13
4	Paper Setter of Vidyasagar University	Dr.Madhuchanda Lahiri,Faculty of Economics and Commerce Departments	2012-13; 2013-14
5	Life Member of Paschim Banga Itihaas Samsad	Prof. Sakhawat Hossain Department of Bengali	2012
6	Examiner of SSC	Faculty of the Department of History.	2002 till date
7	Associate NCC Officer	Prof. Sanjib Dhar, Department of History	Since 1996 till date
8	Life Member of Itihas Samsad	Prof. Sanjib Dhar, Department of History	Since 2002
9	Takes classes in Cantonment Area on Military Subject	Prof. Sanjib Dhar, Department of History	Every Year in the month of Dec - Jan
10	Member, Board of Studies, Department of Commerce, WBSU.	Prof. Amal Kumar Bhakat Department Of Commerce	2012-13
11	Co-ordinator of Remedial Classes	Prof. T.Tudu Department of Political Science	2010-11; 2012-13; 2013-14.
12	Examiner, WBCSSC, Southern Region	Faculty of Philosophy	2008 till date
13	Judge, Youth Parliament N-24 Parganas conducted by the Government of West Bengal	Prof. Dipa Chakroborty Department of Philosophy	2012
14	Examiner under Cambridge University ,U.K. for Business English	Prof. Kakali Sen Bannerjee Department Of English	2011-16
15	Examiner, WBCSSC,	Prof. Suman Ranjan Bandyopadhyay, Department Of English	2008-13
16	Examiner, of SSC and The West Bengal Madrassah Service Commission	Prof. Kakali Sen Bannerjee Department Of English	2013-14; 2014-15
17	Examiner, The West Bengal Madrassah Service Commission	Prof. Dipa Chakroborty Department of Philosophy	2014-15
	Chairman's Nominee, Interview Board, West Bengal Madrassah Service Commission	Sri Suman Ranjan Bandyopadhyay, Dept. of English	2008
18	Subject Expert, English, Interview Board, West Bengal Madrassah Service Commission	Sri Suman Ranjan Bandyopadhyay, Dept. of English	2008

3.6 EXTENSION ACTIVITIES AND INSTITUTIONAL SOCIAL RESPONSIBILITY

3.6.1 How does the institution promote institution –neighbourhood – community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

To promote institution-neighbourhood–community interaction, the college organizes various programmes throughout the year. The Institution has a strong NCC unit. Though the NSS unit has not yet received recognition, it has started functioning from this session with one of the faculty members acting as the Programme Officer. These units are involved in various community works throughout the year contributing to good citizenship. Student volunteers of the Student's Union are also involved in different community services contributing to the holistic development of students. Students of the Department of Geography serve the community through various social surveys which throw light on the vulnerable sections of the society.

The total authorized intake capacity of NCC for both the combined male and female group is 125. This Senior Division is divided into Male and Female wings. The enrolled NCC cadets for the female section of the senior wing are 30 while the corresponding figure for the male section is 95 for the current session. The course period is 03 years. After 02 years they appear for the B-certificate exam and after the completion of the 3rd year, sit for the C-Certificate examination. They have to attend various camps during the course period like National Integration Camp (NIC), trekking camp, Army Attachment Camp, Combined Annual Training Camp, Basic Leader Camp (BLC), Paragliding, Water-Rafting and Republic Day Camp. Their regular activity is to practice parade and they also participate in State and National level parades on Independence Day, Republic Day aiming to develop a sense of national integration among students. Every Year on Independence Day cadets perform tree plantation programme in the local villages in and around the college. They also undertake cleanliness drive in and around the college surroundings on 23rd January every year (Swach Bharat Abhiyan). According to the performance of the cadets, rank is awarded. The C-Certificate holder cadets get facilities/preferences in different jobs like they are exempted from appearing for the written examinations of CISF, RPF, BSF, State Police, and Army etc. The cadets also participated and performed in the celebrations associated with the World Yoga Day. The cadets also provide voluntary services in all the programmes conducted by the college, like manning the gate, distribution of refreshments and snacks and many others. The cadets also provide voluntary services to the various local puja pandals in and around the college.

Besides, people from the neighbouring community, students from different school are invited to the college in different programmes to make a strong attachment with the college.

The enrolled students of the soon-to-be-sanctioned NSS unit also participate in and observe different activities and programmes as part of its regular activities. Moreover, the NSS and NCC units of the college are committed to stand with the community at times of harsh conditions such as natural calamity, flood etc.

Red Ribbon Club worked for building awareness among the students, faculty and the local people regarding HIV/AIDS through presentations in the form of seminar as well as through audio-visual display of menace of the dreadful disease by using popular folk songs (baulgaan).

The Students' Union of our college also works within the neighbourhood community, to raise the scientific and health awareness among common people.

The Department of Geography regularly organizes study tours to the local community areas to promote Institution- Community network and community services.

College has also organized seminar and workshop to promote awareness among the students regarding Thalassaemia and performed blood screening.

The college will also organize a gynecological check–up of local women population and female students by the renowned gynecologist Dr. Mrs. Banashree Bhadra of Kalyani Hospital early next year.

The institution endeavours to involve the local communities, local government representatives and representations from the neighbouring schools to spread awareness of issues related to social well being.

Table 3.6.1: Extension Activities undertaken by the College

S.No.	Date	Event
1.	2011	Seminar on 'HIV/AIDS Awareness'
2.	September, 2014	Seminar on Thalassaemia Detection and Thalassaemia Screening Programme.
3.	15th August, every year	Tree Plantation by the NCC cadets in the college premises.
4.	21st June every year	Celebration of 'World Yoga Day'
5.	19.07.15	Seminar on 'Stress Management'
6.	16.09.15	Seminar on 'Space Science Today'
7.	23.09.15	Seminar on 'Cancer Awareness'
8.	Early next year	'Free Health Check-up' for women by Gynecologist
9	Early next year	General Health Check-up and Blood Donation Camp

3.6.2 What is the institutional mechanism to track students' involvement in various social movements/activities which promote citizenship roles?

➢ The college encourages the students to get involved in various social movements/ activities through participation in numerous activities organized by NCC. For this, the college circulates a form during the Admission procedure of the students to the First-year Class. Regular activities and annual special camps are organized by the NCC unit wherein they learn to take up social responsibilities and become responsible citizens of the country. The NCC cadets are given basic military training in small arms and parades in special camps to make them good citizens of the country.

➢ The college has also set up an NSS unit from this session which is awaiting approval from the concerned University authorities. But the enrolled students along with their Programme Officer, who is from the Department of Physical Education, have already started their good work like embarking on cleanliness drive of the college campus.

➢ Different departments, committees, units and wings organize seminars, discussions, workshops and also celebrate important days of national and international importance like

Table 3.6.2: List of Important Days Celebrated

Important Date	Importance	Conducted by
21st June	World Yoga Day	Department of Physical Education
14th September	Hindi Diwas	Department of Hindi
15th August	Independence Day	NCC through tree plantation programmes and hoisting of National Flag.
26th January	Republic Day	NCC through various programmes.
21st February	International Mother Tongue Day	Department of Bengali
Early May	Rabindra Jayanti	Department of Bengali

➤ The faculty members/students who participate in extension activities are granted leave-on-duty/ attendance for the missed classes.

➤ Our Institution has several bodies constituted with departmental teachers to supervise the student activities inside and outside the campus. The teachers always guide and accompany the students in their involvement in various social movements and activities for promoting citizenship roles.

➤ The college NCC and NSS units are guided by two college teachers who are whole-heartedly involved with students' social activities;

➤ The various committees like cultural sub-committee, Seminar sub-committee and Campus Development sub-committee work together to work out fruitful methods of promoting Institution- neighbourhood- community network.

3.6.3 Hoe does the institution solicit stakeholders' perception on the overall performance and quality of the institution?

The institution gives due importance to the stakeholders' perceptions on the performance and quality of the institution.

• A Students' Feedback System has been introduced to evaluate the students' satisfaction level. The students of each department are provided with the feedback proforma and their evaluation about the teaching learning process and infrastructure of the college helps us to upgrade our system.

• Feedbacks from the parents are taken through 'Parent- Teachers' Meet in each department. This is a very helpful method of understanding the parent's views on the performance of the institute and also the poor performance or absence of their wards in the college exams.

- Teachers of each department regularly inform the parents over phone from the college office regarding the absence of their wards from classes not appearing in the college exams and also for any other reasons.

- Feedback from alumni through meeting with alumni association is collected to upgrade the teaching- learning process. The Alumni Association has donated the total amount for the construction of an auditorium in the first floor of the Nihar Ranjan Basu Memorial Building within the college campus.

- Our college runs Tutorial Classes to help the weaker students.

- Each class has students' representatives of the elected students' union. They are free to discuss with the HODs and Principal of the college regarding the academic issues of the students.

- Teachers' Council Meetings are held regularly to take important academic decision and to resolve different academic issues for the smooth functioning of the college.

- The Governing Body consists of teaching, non-teaching staff representatives, General Secretary of Students' Union, academicians, persons interested in education, representatives of the local Panchayet Samity and government nominees. They participate actively in discussions regarding performance and quality related matters pertaining to the functioning of the college.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Provide the budgetary details for the last four years, list the major outreach and extension programmes and their overall development of students.

Our institution provides strong support to plan and organize various extensions and outreach programmes. Students are encouraged to make communication with people, to serve the society and are trained to be responsible citizens. Teachers are intimately involved in the coordination of different programmes.

However, the college does not have any separate budgetary allocation for the extension and outreach programmes taken on a small scale. The expenses are incurred from the College General Fund, as and when the need arises.

The expenses incurred on the following Extension and Outreach Programmes were met up from the General Fund of the college.

Table 3.6.4: List of Extension and Outreach Programmes conducted from the College General Fund

S.No.	Year	Type
1.	2011	Seminar on AIDS Awareness
2.	2014-15	Seminar on Thalassemia Awareness and its Screening
3.	2014-15	Seminar-cum-Workshop on World Yoga Day
4.	2015-16	Seminar on Stress Management
5.	2015-16	Seminar on Space Science Today
6.	2015-16	Seminar on Cancer Awareness
7.	2015-16	Gynecological check-up of local women
8.	2015-16	Distribution of Medicines.
9.	2015-16	A Socio-economic studies of the local tribal population vis-à-vis their academic qualifications and henceforth providing financial and other incentive with an aim to improve upon these parameters.
10	2015-16	Blood Donation Camp

The college plans to conduct a series of awareness programmes on relevant issues like Gender Equality, Climate Change, Human Rights and Ethics involving the neighbouring schools and local community.

3.6.5 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from underprivileged and vulnerable sections of society?

The vulnerable sections are those who face discrimination and these include women, scheduled castes, scheduled tribes, children, aged, disabled, people living with HIV/ AIDS etc. Following activities have been organized by the college to ensure social justice:

♦ The Department of Geography has organized a number of social surveys and educational tours to study social discrimination and ensure social justice:

Table 3.6.5: Social Surveys undertaken by the Department of Geography

S.No.	Year	Class and Section	Venue	Purpose
1.	January 2009	2nd Year, General	Village: Mohanpur Mouza: Babanpur Distt.:24-Parganas(N)	Socio-Economic Survey
2.	January 2010	2nd Year, General	Mouza: Biranput &Junput Block: Contai Distt: East Medinipur	Socio-Economic study and physical survey of land-use and its changing pattern
3.	January 2011	2nd Year, General	Mouza/ Village: Elahigang Block: Lalbag Dist.: Murshidabad	Socio-economic study, Physical and Land use survey, Landscape survey and Tourist Survey
4.	January 2012	2nd Year, General	Village: Sewli Mouza:EastKanthalia Block: Barrackpore(2) Distt.:24-Parganas(N)	Socio-economic survey; Study of changing pattern of land use from agricultural to settlements.
5.	February 2013	2nd Year, General	Mouza/ Village:Kasbagram (Tribal People) Distt.: Birbhum	Socio-economic survey; Study of pattern of land use
6.	February 2014	2nd Year, General	Mouza/ Village:Kenduadihi (Tribal People) Mukutmanipur Distt.: Bankura	Socio-economic survey; Study of pattern of land use
7.	March 2015	2nd Year, Honours	Block: Ghatshila Distt.: East Singhbhum State: Jharkhand	Physical features; Social, Economic and land use study; Study of Tourist flow.
8.	May 2015	2nd Year, General	Village: Telinipara (Tribal People) Sewligram Distt.:24-Parganas (N)	Socio-Economic Study and Physical Survey

♦ The college had organized a one-day seminar-cum-workshop on Thalassaemmia and its awareness in the session 2014-15.

♦ A one-day seminar on Stress Management was organised on 19.07.2015. Teachers from other colleges and nearby schools also participated. The seminar discussed a host of issues which leads to an increase in the level of stress affecting the present urban population. The students and faculty members of this college and also those present from other colleges and local schools benefitted immensely as they gained knowledge as to the possible ways in which the impact of these stress factors can be minimized.

♦ The institution also conducted a socio-economic survey of the tribal people of Adivasipara (tribal area) in the Mohanpur Gram Panchayat area on 24.11.2015 to collect

data on economic status and educational qualification attained by these people. The college also provided incentives in the form of stationary items like books, notebooks, pens; permission for using college library along with few others according to the different levels of education attained by these people.

♦ A day-long gynaecological check-up of the local women population and female students of the college will be conducted by the college within its campus early next year. The check-up will be done by the renowned gynaecologist of the Kalyani Hospital, Dr. (Mrs.) Banashree Bhadra.

♦ The Women's Cell of the College organizes counselling programmes and interactive sessions for women students to ensure social justice and empowerment for all women in the institution and society.

♦ The teachers and students of the schools are invited to participate in the awareness programmes of the college since we believe that the spread of consciousness in the society through children.

3.6.6 Reflect on the objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement student's academic learning experience and specify the values and skills inculcated.

Along with academic learning, students are encouraged to participate actively in the extension activities organized by the different units of the college. The NSS activities under the guidance of the college provide diversified opportunities to students to develop their personality through community service. These activities help to inculcate in them awareness about social responsibilities. 'Shramdan', in cleaning activities are regularly organized in the campus and in different places to give the message to other students and to the community regarding cleanliness. The practice of NCC develops qualities of character, courage, discipline, spirit and ideals of selfless service among the students and encourages the students to choose a career in armed forces. The various social surveys conducted by the different departments help the society become aware of the problems faced by the economically and socially weaker sections of the society and help and guide the concerned authorities to chart the necessary course of action. Thus, the different extension activities and social survey activities enable the students to communicate with the society, make them aware of the social realities around them, build among them the spirit of social service and thus enrich themselves as a good citizen and contribute in the process of nation building.

The institution also enriches itself by playing its social responsibility by reaching to the weaker and underprivileged sections of the society.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

Following are the few activities undertaken by the college to ensure the involvement of the local people:

➢ Departments like Geography directly reach to the village people to establish a communication with them and also gather various data which is later analyzed.

➢ The gynaecological check-up of the women coming from the economically weaker sections of the society as also those belonging to the socially backward strata like the ST and SC people residing in the adjoining areas of the college, have been planned to be conducted in the month of January/ February which is sure to benefit the local people. Free medicines are also designed to be distributed to them. People from nearby locality feel enthusiastic to check their health status and to get advice about their health.

➢ The college has earmarked a space from its own land for the sinking of an arsenic free tube well as part of the campus-community interaction.

➢ A cancer awareness programme was recently conducted to generate awareness among the local people, especially, the teachers and children of the neighbouring schools.

➢ A blood donation camp was organised a few years back. This academic year also another camp has been proposed. The donor cards shall be used to offer blood packets whenever required to local residents in need of blood.

➢ A general health check-up camp has also been proposed for the local residents as well as the students of the institution.

➢ The testing of water samples is also planned to be carried out by the Department of Economics with the collaboration of UNICEF which has already been applied for. This will generate mass awareness among the residents of the wards where the testing will be done. People will be informed by the survey team about the potential dangers from drinking contaminated water which they were consuming unknowingly for years.

➢ People can then use the water from those tube wells very consciously by filtering them properly before use. The ward councillors will also be informed about the situation and the steps that will be needed to be taken.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

No such relationships were forged with local institutions for working on extension activities.

3.6.10 Give details of awards received by the institution for extension activities and/or contributions to the social/ community development during the last four years.

No such awards were received.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities? Cite examples and benefits accrued of the initiatives – collaborations, research, staff exchange, sharing facilities and equipment, research scholarships etc.

At present the college has no official collaborations with research laboratories and industry for research activities. Some faculty members, being the research scholars of other universities, get support to use the institutes of other universities. The faculty members may also apply smoothly for research scholarships individually to different funding agencies.

A few departments of the college have so far organized some UGC- sponsored National and State Level Seminars, Workshops and other colleges or institutions. These events serve as common platforms for interactions between the faculties, experts of other institutes, research scholars and students.

Table 3.7.1: List of Collaborations

S.No.	Organized by the Department	In Collaboration with	Type	Year
1.	Department of Commerce	Indian Accounting Association	UGC- Sponsored National Seminar	2012
2.	Department of Bengali	Rishi Bankim Chandra College for Women	UGC- Sponsored State Seminar	2012
3.	Department of History	Paschim Banga Itihas Samsad	Paschimbanga Itihas Samsad	2014
4.	Department of History	Acharya Prafulla Chandra College.	UGC- Sponsored State Seminar	2011
5	Department of English	Barrackpore Rastraguru Surendranath College	UGC Sponsored State Level Seminar	2011

3.7.2 Provide details on the MOUs/ Collaborative arrangements (if any) with institutions of national importance/ other universities/ industries/ corporate entities etc and how they have contributed to the development of the institution.

There are no MOUs or official collaborative arrangements of the college with Institutions of national importance/ other universities/ industries or corporate entities. However, the faculties on their part as well as the Departments interact frequently with other research institutes in order to enrich themselves academically through exchange of new ideas and thoughts in their respective subjects. Some of the institutes which are accessed by the faculty of various Departments are listed below:

Table 3.7.2: List of Institutes Accessed by Different Departments

Department	Other Institutes accessed by the Faculty
English	British Council, National Library, University of Calcutta Central Library, Institute of English, Kolkata, Netaji Subhash Open Universiy
Economics	Indian Institute of Management, Indian Statistical Institute, University of Burdwan, National Library
Mathematics	Indian Statistical Institute, University of Calcutta Central Library

3.7.3 Give details (if any) on the industry- institution –community interactions that have contributed to the establishment /creation/ up gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz., laboratories/ library /new technology/ placement services etc.

The industry- institution- community interactions have not contributed to the establishment/ creation/ up gradation of academic facilities, student and staff support or infrastructure facilities of the Institution as the college did not possess the science departments till the beginning of this session. However, the exchange of new ideas and thoughts by the faculty as a result of the interactions get disseminated among the students leading to overall knowledge up gradation. In certain instances, the institution has offered opportunities to eminent institutes (like RICE), training students for competitive examinations, to generate awareness among students regarding the latest trends in the job market.

3.7.4 Highlight the names of eminent scientists/ participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

Table 3.7.4(a): List of Eminent Scientists/ Participants visiting the College

Sl.No.	Eminent Academician / Scientist/ Visitor	Affiliation	Purpose of Visit	Year
1.	Prof. Bhabatosh Banerjee	President, IAA Research Foundation	Inauguration of UGC sponsored National Seminar organized by the Department of Commerce	2012
2.	Dr. R.K. Bal	Former President, IAA; Professor, Utkal University	Keynote Address, National Seminar in Commerce	2012
3.	Dr. Sunil Kumar Gandhi	Secretary. IAA, Kolkata	Special Presence, National Seminar	2012
4.	Prof. A.K. Basu	Prof. Department of Commerce, University of Calcutta, President, IAA, Kolkata Branch	Chairperson, National Seminar	2012
5.	Prof. Ashish K. Bhattacharyya	CA; Director IMI, Kolkata, Former Professor, IIM, Kolkata	Invited Speaker, National Seminar	2012
6.	Prof. Uttam Kr Dutta	Prof. Department of Commerce and Management, WBSU	Chairperson, National Seminar	2012
7.	Dr.(CA) Satyajit Dhar, Department of Business Administration	University of Kalyani	Invited Speaker, National Seminar	2012
8.	Dr.(CA) Prithul Chakraborty	Prof. Centre for Management Studies, JIS College of Engineering	Chairperson, National Seminar	2012
9.	Prof.(CA) Shubhayam Basu	Ananda Mohan College	Invited Speaker, National Seminar	
10.	Dr. Malayendu Saha	Prof, University of Calcutta	Chairperson, National Seminar	2012
11.	Prof. K.C. Paul	Prof, Department of Commerce and Farm Management, Vidyasagar University	Invited Speaker, National Seminar	2012
12.	Dr. Jayati Gupta	Associate Professor, Former Head, Department of Engligh, WBSU	Speaker, State level UGC-Seminar	2011
13.	Arpita Banerjee	Reader, Institute of Kolkata, English Studies Consultant, British Council, Coordinator	Speaker, State level UGC-Seminar	2011

		English Language, NSOU.		
14.	Dr. Sipra Mukherjee	Associate Professor, Department of English, WBSU	Speaker, State level UGC-Seminar	2011
15.	Dr. Sharmistha Chatterjee Srivastava	Associate Professor, Aliah University	Speaker, State level UGC-Seminar	2011
16.	Dr. Indrani Chowdhury	Associate Professor, Vidyasagar University	Speaker, State level UGC-Seminar	2011
17.	Dr. Debarati Banerjee	Associate Professor, Visva Bharati University	Speaker, State level UGC-Seminar	2011
18.	Dr. Partho Ganguly	Associate Professor, Sanskrit College, Kolkata	Speaker, State level UGC-Seminar	2011
19.	Dr. Ratanlal Chakroborty	Former Faculty, Dhaka University	Speaker, Paschimbanga Itihas Samsad	2014
20.	Prof. Anita Bagchi	Faculty North Bengal University	Speaker, Paschimbanga Itihas Samsad	2014
21.	Prof. Rubi Maloni	Faculty, Mumbai University	Speaker, Paschimbanga Itihas Samsad	2014
22.	Prof. Sujata Mukhopadhyay	Faculty, RabindraBharati University	Speaker, Paschimbanga Itihas Samsad	2014
23.	Prof. Chittaranjan Mishra	Faculty, Rajshahi University, Bangladesh	Speaker, Paschimbanga Itihas Samsad	2014
24.	Dr. Amitrasudan Bhattacharya	Retd. Prof. ViswaBharati University	Speaker, State level UGC-Seminar organized by the Department of Bengali	2011
25.	Dr. Sraboni Pal	Professor, RabindraBharati University	Speaker, State level UGC-Seminar organized by the Department of Bengali	2011
26.	Dr. Mohini Mohan Sardar	Professor, WBSU	Speaker, State level UGC-Seminar organized by the Department of Bengali	2011
27.	Dr. Barun Kumar Chakroborty	Retired Professor, Kalyani University	Speaker, State level UGC-Seminar organized by the Department of Bengali	2011
28	Dr. Satrajit Goswami	Associate Professor, Rishi Bankim Chandra College for Women	Speaker, State level UGC-Seminar organized by the Department of Bengali	2011
29	Dr. Pranab Dasgupta	Associate Professor, Rishi Bankim Chandra College for Women	Speaker, State level UGC-Seminar organized by the Department of Bengali	2011

Table 3.7.4(b): National and International Seminars/Conferences organized by various Departments.

Name of Department	Thrust Area/Topic/Title and Level	Sponsoring Agency	Date
Dept of Commerce	Indian Accounting Standard: Convergence with IFRSs, National Seminar	U.G.C.	17.02.12 & 18.02.12
Dept. of History	International Conference	Paschimbanga Itihas Samsad	24.1.14 to 26.1.14

3.7.5 How many of the linkages/collaborations have actually resulted in formal MOUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and /or facilitated-

No MoU has been signed with any other Institute. Some examples of informal linkages that enhanced or facilitated the following are given below:

a) Curriculum Development/ Enrichment: Curriculum development at the UG level is a collective process under the leadership of the University. The teachers of the college who are BoS members actively take part in the development of the curriculum. They express their opinions during introduction of the new curriculum or for amendment / change of the existing curriculum.

b) Internship/ On-the-job training: No such scheme exists.

c) Summer placement: None

d) Faculty Exchange and Professional Development: Though there exists no formal agreement for the exchange of faculty with any other institution but the following faculty members have rendered their teaching services to other institutions:

1) Prof. Kakoli Sen Banerjee takes classes in NSOU as Visiting Guest Lecturer, English Language and Literature.

2) Prof. Kakoli Sen Banerjee and Prof. Dipa Chakroborty have respectively taken English and Philosophy classes in other colleges.

3) The departments like Department of English has initiated the process of inviting reputed teachers from other colleges as Visiting Lecturers.

e) Research: Some of the faculty members have done and / or are doing research work in collaboration with other national institutes. These have resulted in quite a few collaborative research projects and several publications in national and international journals. These have been presented below:

f) Consultancy: A number of teachers have provided their expertise and consultancy services to external agencies. A detailed list has been given in Table 3.7.5(b).

g) Extension: The Institution has successfully organized several extension activities in collaboration with various activities. These are given below:

Table 3.7.5(a): Extension Activities through Collaboration

S.No.	Extension Activity	Collaborating Agency
1.	NCC Special Camps	3rd Bengal Battalion NCC, Serampore
2.	Seminar on ' Awareness regarding AIDS Prevention and Measures to Control'	Red Ribbon Society
3.	Seminar on Thalassemia and Screening Programme	Thalassemia Screening Society
4.	Test of Water Sanitation in Shantinagar, Palta	UNICEF (applied)

A large number of faculty members are also engaged with other agencies and provide extension services for the upliftment of the weaker sections of the society and/ or medically challenged people.

Table 3.7.5(b): Faculty Members providing Extension Services

S.No.	Faculty	Department	Agency	Services Rendered
1.	Prof. Dipa Chakroborty	Department of Philosophy	Contributer, 'Bodhana'	An NGO of the Government of West Bengal that looks after the needs of the Spastic Male Child
2.	Prof. Mrittika Malakar	Department of English	Member, 'Lalan Academy'	Strives to preserve the Folk Art of Bengal
3.	Dr. T. Tudu	Department of Political Science	Member, All India Santali Writers' Association	Strives to promote and preserve writings in Santali language
5.	Dr. Madhuchhanda Lahiri	Department of Economics	Member, 'Srishti Samaj'	A welfare wing of NTPC, Kahalgaon, Bihar that looks after the economically and socially backward women folk of the villages in and around the NTPC project in Bhagalpur district.
6.	Dr. ShakhawatHossein	Department of Bengali	Member, Krishnanagar Centre for Social Studies and Research (KCSSR)	Provides financial assistance and also donates books, clothes to the poor and the needy.
7.	Dr. Sharmila De	Principal and Department of Physics	Member, Kalpana Chawla Centre for Space and Nano Sciences.	To promote the progress and uphold the cause of space, Nano and other related sciences.
8.	Dr. Madhuchhanda Lahiri	Department of Economics	Member, 'Chetana'	Works for the development of scientific temperament and the creation and spreading of scientific knowledge and awareness amongst the local children of Kahalgaon, Bhagalpur.

h) Publication: The Institution has collaboration for printing of the Academic Journal of the College.

i) Student Placement: The College has not been successful in arranging any Campus Recruitment Programmes for the students. But the Placement Cell of the College advices the outgoing students as also other students regarding any job opportunities in the market. It also provides any new information on career opportunities on the college notice board.

j) Twinning Programmes: None

k) Introduction of new courses: This is subject to the permission from the affiliating University, West Bengal State University.

1) Honours stream in Geography was introduced in the academic session: 2013-14

2) Honours stream in Education was introduced in the academic session: 2013-14

3) General stream in Sanskrit was introduced in the academic session: 2013-14

4) New Science stream has been introduced with Physics, Chemistry and Mathematics as the subjects in general stream from the current session 2015-16.

l) Student Exchange: None

m) Any Other: Nil

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages / collaborations.

The college has linkages in curricular aspects, in extension activities and for research funding. The college has not established any linkages / collaborations in exchange of academic expertise and research activities.

3.7.7 Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

No.

CRITERION – IV

INFRASTRUCTURE
AND
LEARNING RESOURCES

4.1 PHYSICAL FACILITIES

4.1.1 What is the policy of the Institution for creation andenhancement of infrastructure that facilitate effective teaching and learning?

Depending upon the student strength and funds generated through fee collection, a budgetary allocation is made every year for infrastructure improvement. The Governing Body sanctions the same after observation and assessment.

Apart from that request for financial aid is made to MLA and MP for infrastructure development.

The college acknowledges the financial aid from the UGC and the State Government for infrastructure and campus development.

4.1.2   Detail the facilities available for

Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.
Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

The college campus measures 5.2 acres. There is a separate Science building which has laboratories as well as classrooms. The laboratories are well equipped. The Central Library is in a separate building. The Honours Departments have been allotted with departmental rooms and cubicles for the general Departments are under construction. Each department has a departmental library. All the full time teachers have been allotted a laptop to enable them to pursue research work as well as to prepare presentations for interactive teaching. The campus is wi-fi enabled.

The college has six LCD projectors and a smart classroom. There are 27 personal computers for different departments and office use.

The entire college is ensconced in a cover of greenery, from sprawling lawns to landscaped gardens and tall trees. Added to that is a beautiful water body embanked with trees and decorative plants. There are trees and plants of medicinal importance which are being organised to form a herbal garden.

The college has one seminar room with a seating capacity of sixty.

The college library has 13485 books and recently has registered under NLIST enabling the members of the staff and students to access over 97000 e books and 7000 e journals. The library has acquired KOHA software and complete computerisation and digitalisation of the library is under process. Apart from this the library has subscription for other journals and periodicals. There is reprography facility in the library. The library is wi-fi enabled.

The classrooms are spacious with proper lighting and ventilation. There is a central computer lab facility. The laboratory has 10 computers and a technical staff has been employed by the college for training the students and willing staff members. Also the practical classes are held by various departments in the laboratory.

There is a common room each for boys and girls with indoor game facilities like table tennis, carrom.

A canteen for serving refreshment to the students and staff is available and provision for Cheap Store has been made.

The college has a Physical Education Department . The departmental teacher organises and decides on the participation of students in various competitions at different levels.

The various facilities available are volleyball, football , athletics and cricket.Students are trained in kabaddi ,kho kho etc.

The college also has a gymnasium and an instructor has been employed by the college for guidance.

Classrooms: The college has 20 classrooms.

Technology enabled learning facility: One classroom is digitally enabled with a smart board. There are 6 LCD projectors which are used by the teachers for instruction through modern aids.

Seminar Hall: One seminar room with seating capacity of 60.

Laboratories: A computer Science laboratory , and a well equipped Geography Laboratory are present in the college. Recently the college has obtained affiliation in Physics, Chemistry and Computer Science and laboratories have been equipped according to the syllabus.

Tutorial Rooms : The college has no separate tutorial room, however the general classrooms are used for holding tutorials.

Botanical Garden or Animal House: There are trees and plants spread all over the campus and they are being labelled for identification. There is also a garden with plants of medicinal importance.

Extracurricular Activities:

Sports: The students of the college earn laurels in sports. The college football team was adjudged best in the district in 2003. The college cricket team won the finals in the tournament organised by the West Bengal State University in 2009, 2010. The Women's Athletic team was declared champion by the West Bengal State University in 2010,2011 and 2012.

Apart from this 4 students represented the University football team. In a nutshell it can be mentioned that the college not only stresses on academic but also extra curricular activities of the students.

Indoor Sports Complex: The college received grant for construction of an indoor sports complex from UGC during the XI th plan and has the building under construction.

Ladies Hostel: A ladies hostel with a boarding capacity of 12 has been built with financial assistance from UGC. Another ladies' hostel with a capacity of 13 is under construction

NCC: The college has one NCC unit under 3 Bengal Battalion with 125 cadets and one ANO.

The students are enrolled for B and C certificates.

The unit offers various training programmes and promotes adventure activities. Many training camps, Army attachment camps and basic leadership camps are organised by the NCC. The NCC unit organises youth exchange programme and occasionally blood donation camps.

The cadets participated in World Yoga Day held at Serampore, Hooghly on 21st June.

Cultural Activities: The college celebrates its foundation day on 20th August every year. A variety of programmes is organised with active participation from students and staff members.

Also the birth anniversary of Rabindranath Tagore, Rabindra Jayanti is celebrated. Apart from this annual function is held each year.

This year World Yoga Day was celebrated in the college.

Health and Hygiene:

The college has no health home of its own but the students are under Group Personal Insurance Coverage of National Insurance by paying an annual fee of Rs 16/- only.

Also the college is in contact with the State Students Health Home wherefrom the students can take advantage of the services offered.

The college provides pure drinking water to students and staff members.

Recently a drive to declare the college plastic free has been initiated. The college campus, classrooms and toilets are regularly cleaned.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

The college was founded in 1962 and started with a built up area measuring 15 sq m.

Presently, the college has 5 blocks which house 20 classrooms, a Gymnasium, a Seminar Hall, the Geography department, Central Library, Physics and Chemistry laboratories, Computer Science laboratory, Ladies Hostel, a Canteen, Cheap Store and an Indoor Sports Complex (under construction). Total built up area of the college is 2881 sq m.

Table 4.1.3: The details of the infrastructure development:

Sl. No	Infrastructure Development	Amount Spent RS.	Comments if any
	Session-2011-12		
1	Building	6,00,000	
2	Furniture	33,707	
3	Equipment	12,04,731	
4	Computer	13,81,312	
5	Library Books	5,13,611	
	Session-2012-13		
1	Building	10,83,758	
2	Furniture	1,08,310	
3	Equipment	11,91,926	
4	Computer	5,30,708	
5	Library Books	1,73,435	
6	Boundary Wall	33,87,144	
7	Tube well	1,91,340	
	Session-2013-14		
1	Building	58,24,417	
2	Furniture	98,292	
3	Equipment	4,31,622	
4	Computer	24,100	
5	Auditorium	20,00,000	
6	Library Books	1,06,706	
	Session-2014-15		
1	Building	22,96,443	
2	Furniture	2,58,798	
3	Equipment	4,95,737	
4	Computer	1,64,251	
5	Gymnasium	4,49,000	
6	Library Books	3,58,424.00	

2011-12

- Building
- Furniture
- Equipment
- Computer
- Library Books

2012-13

- Building
- Furniture
- Equipment
- Computer
- Library Books
- Boundary Wall
- Tubewell

2013-14

- Building
- Furniture
- Equipment
- Computer
- Auditorium
- Library Books

2014-15

- Building
- Furniture
- Equipment
- Computer
- Gymnasium
- Library Books
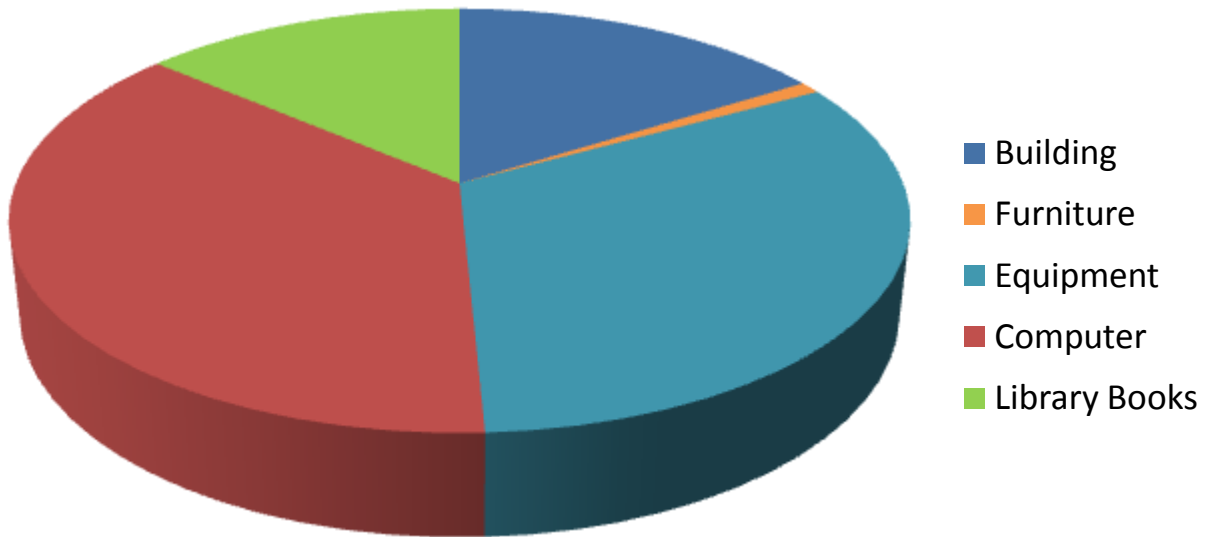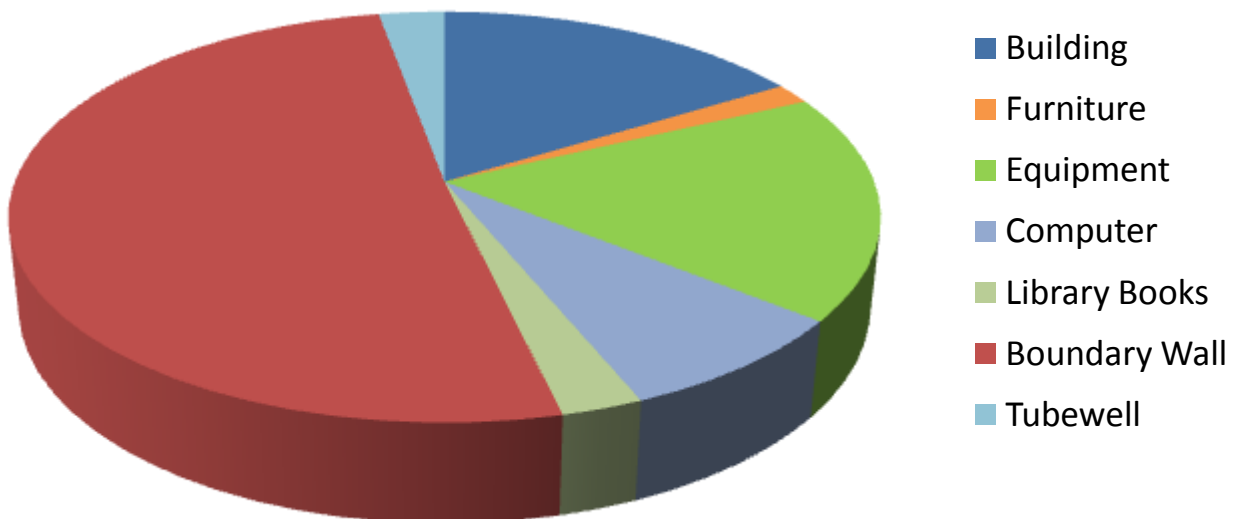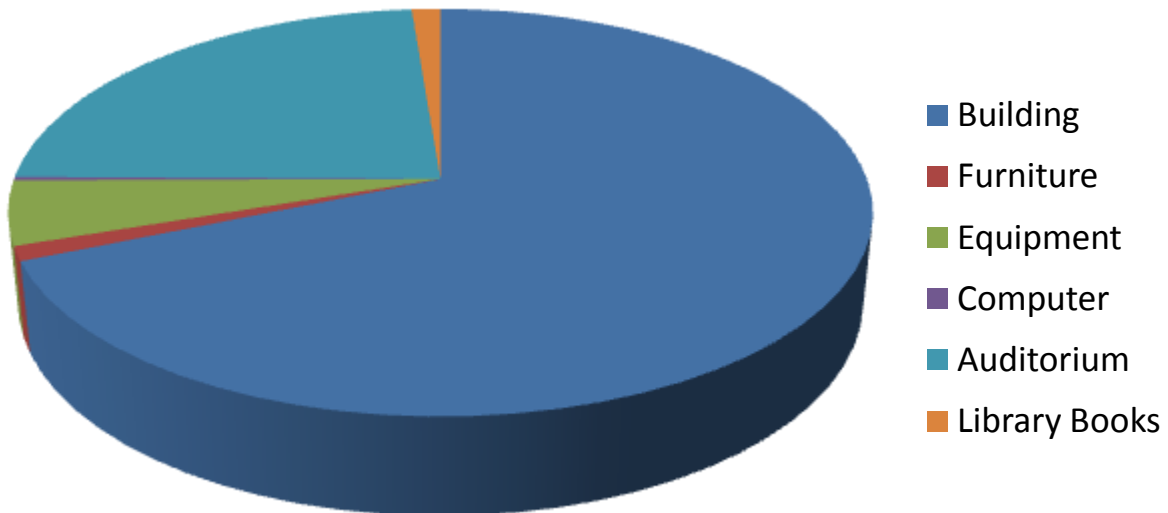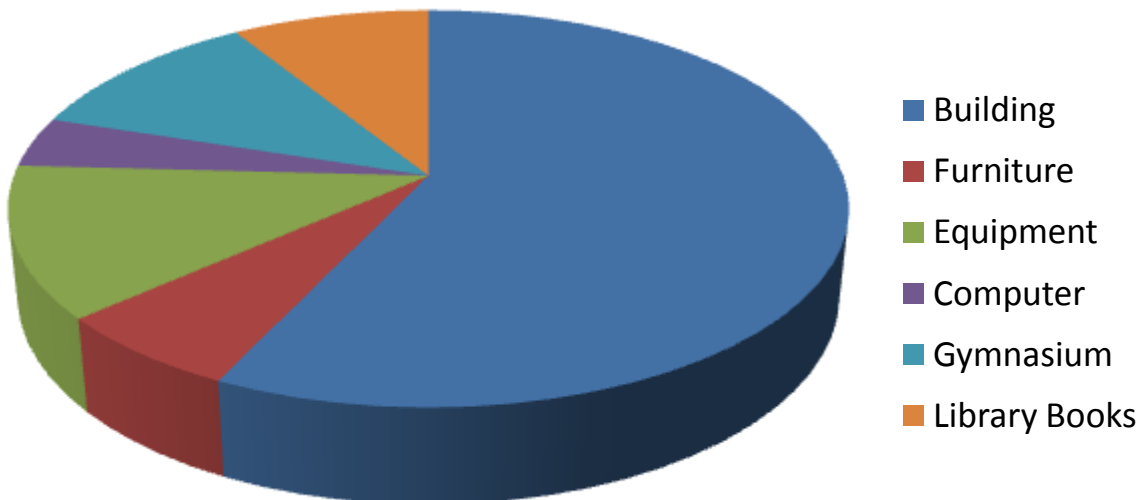
In addition to the above, maintenance and upgradation of existing infrastructure, purchase of furniture, electrical gadgets, computers , laptops and equipments for teaching and learning.

4.1.4   How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

There is a ramp at the entrance of the library and the academic building for the benefit of students with motor disabilities. Also a provision of wheel chairs has been made for the students with disabilities. The classes are arranged on the ground floor of the college as far as possible. In cases where the classes are held on the first floor such students can avail the audio aids installed at two strategic points on the ground floor. Necessary infrastructural facilities shall be provided to blind students whenever such student takes admission.

4.1.5   Give details on the residential facility and various provisions available within them:

- *Hostel Facility – Accommodation available*

- *Recreational facilities, gymnasium, yoga center, etc.*

- *Computer facility including access to internet in hostel*

- *Facilities for medical emergencies*

- *Library facility in the hostels*

- *Internet and Wi-Fi facility*

- *Recreational facility-common room with audio-visual equipments*

- *Available residential facility for the staff and occupancy Constant supply of safe drinking water*
Security

Hostel: The college has one ladies' hostel with a boarding capacity of 12 and a new block is under construction.

There is provision of 24 hours water supply. At present there being no boarder, no further arrangement has been initiated but arrangements of recreational facilities and security shall be made when necessary.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

The college doesnot employ any medical practitioner but in case of emergency arrangements to call a doctor are made. There is a provision for first aid in the college campus to meet minor accidents.The students pay a nominal fee of Rs 10/- to enrol under the Students' Health Home scheme and Rs 16/- annually for medical insurance.

4.1.7 Give details of the Common Facilities available on the campus–spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

The number of rooms in the college is insufficient and so separate rooms for Grievance Redressal unit, Women's Cell, Counselling and Career Guidance cannot be provided. The IQAC functions from the IQAC office. The college has a canteen and a cheap store, recreational facilities are available in the Boys and Girls Common Room.

Provision for safe and cold drinking water has been made for the students and staff.

An Indoor Sports Complex is under construction.

Table 4.1.7: Details of common facilities:

UNIT	LOCATION	TEACHER IN CHARGE
IQAC	IQAC Office	Prof. A.K. Bhakat
Women's Cell	Philosophy Department	Prof. D. Chakraborty
Grievance Redressal	Economics Department	Dr. M. Lahiri
Career counselling	English Department	Prof. K.S. Banerjee
Canteen		Dr. T. Tudu
Cheap Store		Prof. A Choudhary
Boys Common Room		Prof. S. Dhar
Girls Common Room		Dr. B. Tarafdar
Students Aid Fund	Office	Sm. P. Acharya

4.2 LIBRARY AS A LEARNING RESOURCE

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The college has a Library Committee comprising of the following members:

Sri P. Pramanick, Librarian

Sri T. Karmakar, Library Staff

Prof. S. Dhar, Associate Professor

Prof. D. Chakroborty, Assistant Professor

Prof. A. Choudhary, Assistant Professor

Dr. M. Lahiri, Assistant Professor

Prof. S. Biswas, Part Time Teacher

The Library Committee meets regularly to discuss the steps needed to be taken for smooth functioning of the library. The decision for purchase of new books according to the demand of students and the syllabus, and the decision to procure library fittings and fixtures are taken and forwarded to the Principal for necessary action. The committee also meets to frame new rules when situation demands. The committee stresses the need to improve services offered to the students and staff members.

The decision for library automation and digitalisation was taken and the same was placed before the Principal. Subsequently demand for registration under NLIST was taken and the same was implemented at the earliest.

In the beginning of every Academic year, the freshers are given a brief introduction on the library facilities and the rules and regulations of the Library,

The new arrivals are displayed regularly. There is reprography facility in the library which users can take advantage of. There is also a provision to download and print text materials.

Also there is a Departmental Library for lending and issuing of Books.

4.2.2 Provide details of the following:
Total area of the library (in Sq. Mts.)
Total seating capacity
Working hours (on working days, on holidays, before examination days, during examination days, during vacation)
Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

Total area of the library: 10.93 sq.m.

Total seating capacity: 40 students and 10 teachers

Working hours: The library remains open on all working days from 10.00 A.M. to 5.00 P.M. from Monday to Friday and from 10.00 A.M to 3.00 P.M. on Saturday. The library remains open before and during examinations from 10.00 A.M. to 5.00 P.M. from Monday to Friday and from 10.00 A.M to 3.00 P.M. on Saturday.

The library remains closed during vacation.

There is a big reading room to cater to the needs of both students and teachers. There is an IT zone for accessing e resources. Wi-fi facility is available in the library.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

The library committee holds meeting at regular intervals to decide on the purchase of new books, new strategies to be adopted for smooth operation of the library. As the decision to procure new books is taken either after receipt of grant from UGC/ State or from college fund, a requisition list is requested from all the departments. Upon receiving the same and keeping in mind the budgetary allocation the list is finalised.

The journals are subscribed following the suggestion of the subject teachers. Recently, in 2015-16 the library acquired the software KOHA (open source Integrated Library System) and the complete upgradation to the new management system is in progress. Also registration under NLIST has been done in 2015-16.

Table 4.2.3: Amount spent on new books, journals, periodicals, etc.

Particulars	2011-12		2012-13		2013-14		2014-15	
	Number	Cost	Number	Cost	Number	Cost	Number	Cost
Text Books + Reference	1460	4,97,512.00	684	1,56,778.00	1128	91,374.00	1090	3,43,858.00
Journal and Periodicals	12	12715.00	12	13,105.00	14	11670.00	13	10750.00
Newspapers		3384.00		3552.00		3672.00		3816.00
Total		5,13,611.00		1,73,435.00		1,06,706.00		3,58,424.00

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

* *OPAC*

* *Electronic Resource Management package for e-journals*

* *Federated searching tools to search articles in multiple databases*

* *Library Website*

* *In-house/remote access to e-publications*

* *Library automation*

* *Total number of computers for public access*

* *Total numbers of printers for public access*

* *Internet band width/ speed   2mbps ☐   10 mbps ☐   1 gb ☐*

       (GB)

* *Institutional Repository*

* *Content management system for e-learning*

* *Participation in Resource sharing networks/consortia (like Inflibnet)*

Table4.2.4: Library management and facilities

S.No	Facility	Remarks
1.	OPAC	Yes
2.	Electronic Resource Management package for e-journals	Yes
3.	Federated searching tools to search articles in multiple databases	No
4.	Library Website	Webpage in college website
5.	In-house/remote access to e-publications	Yes
6.	Library automation	In progress
7.	Total number of computers for public access	4
8.	Total numbers of printers for public access	1
9.	Internet band width/ speed □ 2mbps □ 10 mbps □ 1 gb (GB)	100 mbps
10.	Institutional Repository	No
11.	Content management system for e-learning	No
12.	Participation in Resource sharing networks/consortia (like Inflibnet)	Yes

4.2.5   Provide details on the following items:

∗   *Average number of walk-ins*

∗   *Average number of books issued/returned*

∗   *Ratio of library books to students enrolled*

∗   *Average number of books added during last three years*

∗   *Average number of login to opac (OPAC)*

∗   *Average number of login to e-resources*

∗   *Average number of e-resources downloaded/printed*

∗   *Number of information literacy trainings organized*

∗   *Details of "weeding out" of books and other materials*

Average number of walk-ins: 30 per day

Average number of books issued/returned: 15

Ratio of library books to students enrolled: 12:1

Average number of books added during last three years: 731

Average number of login to opac (OPAC):   N.A

Average number of login to e-resources: Record not available

Average number of e-resources downloaded/printed: Record not available

Number of information literacy trainings organized: To be organised after automation process is completed

Details of "weeding out" of books and other materials: Weeding out of books has been scheduled. The courses that are no longer a part of curriculum and the books of very old edition have been isolated for consideration.

4.2.6   Give details of the specialized services provided by the library
∗   *Manuscripts*

∗   *Reference*

∗   *Reprography*

∗   *ILL (Inter Library Loan Service)*

∗   *Information deployment and notification (Information Deployment and Notification)*

∗   *Download*

∗   *Printing*

∗   *Reading list/ Bibliography compilation*

∗   *In-house/remote access to e-resources*

∗   *User Orientation and awareness*

∗   *Assistance in searching Databases*
∗   *INFLIBNET/IUC facilities*

* Manuscripts: N.A.

* Reference: Provided by the Librarian and Library staff from time to time

* Reprography: Available

* ILL (Inter Library Loan Service):   No

* Information deployment and notification (Information

Deployment and Notification):   In the library, there is a board for display of notice.

* Download: Students and staff members can download text

* Printing: No

* Reading list/ Bibliography compilation: No

* In-house/remote access to e-resources: Yes ,through INFLIBNET NLIST

* User Orientation and awareness: To be introduced after computerisation

* Assistance in searching Databases: To be introduced after computerisation

* INFLIBNET/IUC facilities: The college has recently registered under NLIST and the list of users has been prepared for registration of members.

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

The library staff help the students and the teachers to locate the books. Recently the library is being computerized . The catalogues for various subjects are made available to the teachers. Also the central library guides the teachers on issues of departmental library.

The college authority is planning for providing open access to all the students and an orientation

programme for students is being organized.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

There are no visually challenged students in the college. However, the institution is planning to procure Braille books for such prospective students. For the physically handicapped students with motor disability, a ramp has been constructed at the library entrance.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

Till now there has been no feedback mechanism exclusively for the library .However the general format for feedback has questionnaire on the library facilities.

4.3 IT INFRASTRUCTURE

4.3.1. *Give details on the computing facility available (hardware and software) at the institution.*

• *Number of computers with Configuration (provide actual number with exact configuration of each available system)*

• *Computer-student ratio*

• *Stand alone facility*

• *LAN facility*

• *Wifi facility*

• *Licensed software*

• *Number of nodes/ computers with Internet facility*

• *Any other*

The students, staff and faculty members are provided with computing facility through a good numbers of computer systems and an equal number of allied accessories and internet connectivity along with the Wi-Fi enabled campus.

Table 4.3.1(a): Computers and Laptops configuration:

Sl. No.	Model	RAM	Mother Board/ Processor	H.D.D	CD/DVD	Monitor	Total no. of comp./ Laptop
1.	Computer	4 GB	Intel Core i3	500GB	LG DVD	19 "	14
2.	Computer	4GB	Intel Core 2 Duo	500 GB	LG DVD	19"	2
3.	Computer	2GB	Intel Dual Core	500GB	DVD	19"	3
3.	Computer	4GB	XEON	1 TB	DVD	19"	1
4.	Computer	1 GB	Dual Core	500 GB	DVD	16"	1
5.	Computer	1 GB	Dual Core	250GB	DVD	16"	2
6.	Computer	1 GB	Dual Core	160GB	DVD	16"	3
7.	Computer	1 GB	Dual Core	80 GB	DVD	16"	1
8.	Laptop	4 GB	Core i3	500GB	DVD	15"	**18**

Table 4.3.1 (b): Computing Facilities:

Facilities	Details(number of items)
Computer-student ratio	1:33
Stand-alone facility	Yes
LAN facility Available	Yes
Wi-fi facility available	Yes
Licensed software Available	MapInfo Professional (Geography) (1) Windows XP Professional (1) COSA (1) Windows 7 (Home Basic), 32 Bit (7) Accounting Management System (1) Students Management System (1) KOHA (Library Software) (1) Quick Heal Antivirus Server Edition(1) Quick Heal Antivirus Pro (6)
Server	Windows 2003 Server, R2, X32 Ed(1) Windows 2003 Server, R2,X64 Ed(1) Linux Server
Number of nodes/ computers with internet facility	13 (will be increased)
No. of students using computer	All students
Printers (quantity) **a. Dot Matrix (1)** **b. Laser (5)**	WEP (LQ DSI 5235-HGS-USB) HP Laserjet P 1007(1), HP Laserjet Pro MFP M128fn(2), HP Laserjet P 1008 (2)
Scanner	4

4.3.2   Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

On the campus:-

Central Computer Facility for the staff and students.

Laptops are provided by the college to the Principal, All Permanent teachers, NAAC co-coordinator, Head clerk, Accountant.

Broadband internet connectivity is made available in each department and Computer Laboratories under BSNL educational plans.

Wi-Fi facility is available in limited areas in the campus.

Internet and computer access is available to the staff and students.

Students are allowed to use INFLIBNET, N-LIST e-resource facility which is available in the library.

The faculty avails INFLIBNET, N-LIST e-resource facility in respective departments.

Off the campus:-

The students participating in external events like seminars, conferences, competitions and study tour are provided data card from the college.

The faculty members are allowed to use the Laptops outside the campus for academic purpose.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The existing IT infrastructural facilities in the college are not adequate in comparison to the growing need of the college with the introduction of new subjects. Therefore, the college authority has paid special attention to improve the IT infrastructural facilities.

a) Plans for Deployment and Up- gradation.

Providing more computers and accessories

To increase the internet speed.

Introduction of virtual class room

ICT enabling in all classrooms

Computerization of office is nearing completion

b) Strategy for Deployment and Up-gradation.

The college has introduced new subjects to start a full -fledged pure science stream. For this purpose new software and equipments have been purchased.

Due to introduction of new IT syllabus , software, and computer capacity have been upgraded and purchased .

The college also has a mission to achieve a fully computerised library and for that required software and accessories have been purchased .

To increase the ICT enabled classrooms the number of computers and ICT based equipments is being increased.

Need of users is topmost priority.

4.3.4   Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Year	Allocation and Expenditure	
	Allotted(Rs.)	Actual Expenditure(Rs.)
2011-2012	14,00,000	13, 81, 312
2012-2013	550000	5,30,708
2013-2014	1,00,000	24,100
2014-2015	1,50,000	1,95,194

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

The college has provided separate computers/laptop to almost all departments with internet facility.

 Internet facility is used by the staff and the students for referring study materials, online journals and publications through Central Computer Facility.

To explain difficult topics, faculty follows PowerPoint presentation.

Editing pictures with Adobe Photoshop.

Online downloading research material.

 LCD facility, interactive boards (01), are made available as per the requirement. Digital cameras to be procured shortly.

The teachers make use of digital classrooms to teach e-materials, PPTs.

 Broad Band internet and Wi-fi facilities are provided to the faculty and students.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

There are 6 digital classrooms which are made available to the students for the practice of paper presentations and seminars.

It is decided that students give Power Point presentation in their seminar. Certain topics related to the syllabus to be allotted to the students for paper presentations.

Students are motivated to enrich their seminars with help of materials downloaded from educational web-sites.

Facilities in the library is provided for the sake of students to refer various e-journals, educational sites to enhance the knowledge.

Online feedback facility to be introduced.

4.4 MAINTENANCE OF CAMPUS FACILITIES

This institution always plans ahead to ensure that its infrastructure development keeps pace with its academic growth and that the available infrastructure is optimally used. Additions are made and existing ones are augmented whenever need arises.

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)

The College has duly constituted Purchase Committee to supervise all the purchases of the college.

The Principal holds a 'Pre-budget' allocation meeting with the management, purchase In-charge.

The management instructs purchase committee to collect the requirements for the coming year.

The purchase committee collects the requirements from HOD's, Head clerk and IQAC and Librarian.

Stock verification is done.

Once the needs are identified for annual maintenance the estimation is sought for 'Budget allocation.'

Based on need assessment for effective/proper maintenance of equipments, furniture's, laboratories, classrooms, staff-rooms etc., budget provisions are optimally allocated on the basis of priority.

The budget allocated for the purchase of equipments, furniture or any other needs is monitored by the respective Maintenance committee and Purchase committee.

Regular meetings are held with the purchase in-charge to ensure proper utilization of funds.

If there is any deficit due to overspending on a particular head, it is adjusted by diverting funds which had been remained unutilized before.

The budgetary details of expenditure of last 4 financial years are as under:

Table 4.4.1: Maintenance Heads

Sl. No.	Head	Year	Allocated Amount in Budget (Rs.)	Utilized Amount
1	Building	2011-12	6,00, 000	6,00,000
		2012-13	0.00	0.00
		2013-2014	1,50,000	10,30782
		2014-2015	5,00,000	1,02,550
2	Furniture	2011-12	20,000	0.00
		2012-13	20,000	38,818
		2013-2014	40,000	0.00
		2014-2015	60,000	10,595
3	Computer	2011-12	20,000	0.00
		2012-13	20,000	0.00
		2013-2014	75,000	33415
		2014-2015	1,50,000	30,943
4	Other equipments	2011-12	40,000	19,886
		2012-13	30,000	17,920
		2013-2014	1,15,000	11,150
		2014-2015	1,55,000	89,599

4.4.2   What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the College?

The College has maintenance committee consisting of reliable and conscious personalities who keeps a check on the maintenance and upkeep of the College equipment and facilities.

The College Building committee, Computer and teaching aids committee and HODs also monitor the infrastructural and other requirements of the College and give recommendation to do the needful.

Stock verification is done annually.

The lists of equipments for repair are enlisted. The repairs of instruments, lab apparatus, the maintenance committee makes required arrangement.

Lab equipments are periodically upgraded.

The college appoints contractual staff to maintain college premises, garden etc.

Though the College has no electrician, there are some local electricians to take care of all the electrical needs as required.

Also Annual maintenance contract (AMC) is signed for sensitive equipment such as Water Purifier, Generators, Server, Some software's etc.

4.4.3 How and with what frequency does the institute take up calibration and precision measures for the equipment/ instruments?

The College takes up calibration and precision on a regular basis to measure the equipment/ instruments on the advice of respective departments.

Calibration is done annually by stock verification.

Laboratories are maintained by efficient persons under the supervision of their respective HODs.

The laboratory equipments are regularly serviced and repaired when needed.

The Technical staffs are engaged for maintenance of computers and its networking.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipments (voltage fluctuations, constant supply of water etc.)?

The College has formed a separate maintenance committee who keeps a check on the maintenance and smooth running of the College equipment and facilities. According to the suggestion of other responsible committees, maintenance committee has adopted the following steps:

i) Annual Maintenance Contracts (AMCs) for sensitive equipments.

ii) The College has two Diesel generator sets of 20KVA and 35 KVA for round-the-clock power back up that ensure uninterrupted supply of power.

iii) For any variation in voltage which is likely to affect computers, UPS
 is used which takes care of any minor variation in input voltage.

iv) Computers are updated with anti - virus software to protect them from malicious viruses.

 v) The college boasts of a relatively large water body, without any concrete embankment, which maintains the ecological balance of the campus.

vi) For Constant supply of water good number of overhead tanks and distribution network throughout the campus has been provided.

vii) The college provides purified drinking water through some well conditioned water purifier all over the campuses.

vii) Adequate budgetary allocation is provided for regular maintenance of the instruments.

Safety and security measures in campus and hostel premises

The campus is well covered by guard wall.

 24 x 7 security deployment for supervision.

All strategic points are under CCTV surveillance.

All sensitive areas including Libraries are equipped with Fire Extinguishers.

CRITERION V

STUDENT MENTORING AND SUPPORT

5.1.1 TRANSPARENCY AND ACCOUNTABILITY

5.1.1   Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

The institute publishes prospectus annually.

The prospectus is issued at the time of issue of admission forms. This year since the institution adopted complete online admission, the prospectus was made available on the college website.

The prospectus covers all the important information required for the prospective candidates before admission as well as for the students who actually get admitted to the college.

Information on the History of the college, the subjects offered and various combinations that can be opted for, admission rules are made available. The subject wise intake capacity is declared. A brief introduction of the faculty and other staff members, academic matters and all facilities or amenities available is given.

Academic calendar for the session is also provided.

Every year the entire matter to be published is prepared and scrutinised for any modification to be made. The college adheres strictly to the rules and regulations mentioned in the prospectus.

5.1.2   Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The college fee structure includes an annual fee of Rs 20.00 as Students' Aid Fund. Applications are sought from students coming from economically backward families and the amount collected through Students' Aid Fund is distributed among the eligible students. The number of students who have been offered financial assistance during the last four years is listed below

Table 5.1.2(a): No. of stipends received by students

YEAR	NUMBER OF STIPENDS
2011-12	89
2012-13	96
2013-14	79
2014-15	64
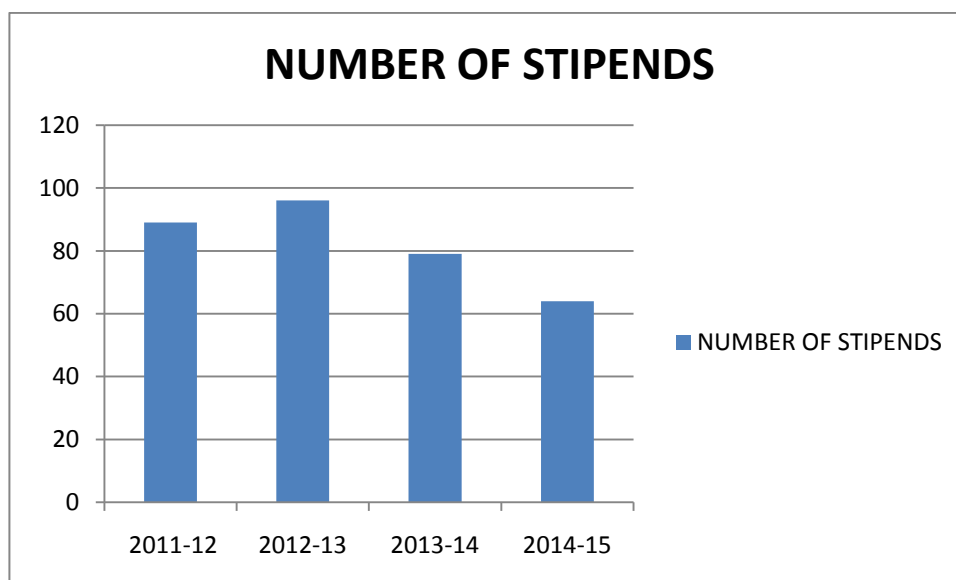
The financial aid is disbursed after completion of the session and before filling up of University Examination forms. In addition to this, the teachers personally help students who cannot afford to pay examination fee. The Teachers' Council has decided to develop a Students' Aid Fund. Also the Governing Body has resolved to give fee waiver to students who have excellent attendance.

The IQAC has started a mentoring unit. Each teacher is allotted a fixed number of students. The teacher interacts with the each student of the group personally to discuss various issues starting from academic affairs to matter the student needs guidance. This also helps to build a strong bond between the learners and the teacher.

5.1.3   What percentage of students receive financial assistance from state government, central government and other national agencies?

Table 5.1.3(a): Minority Scholarship from State Government

Year	Amount(in Rs.)
2011-12	39600.00
2012-13	23100.00
2013-14	16200.00
2014-15	10500.00
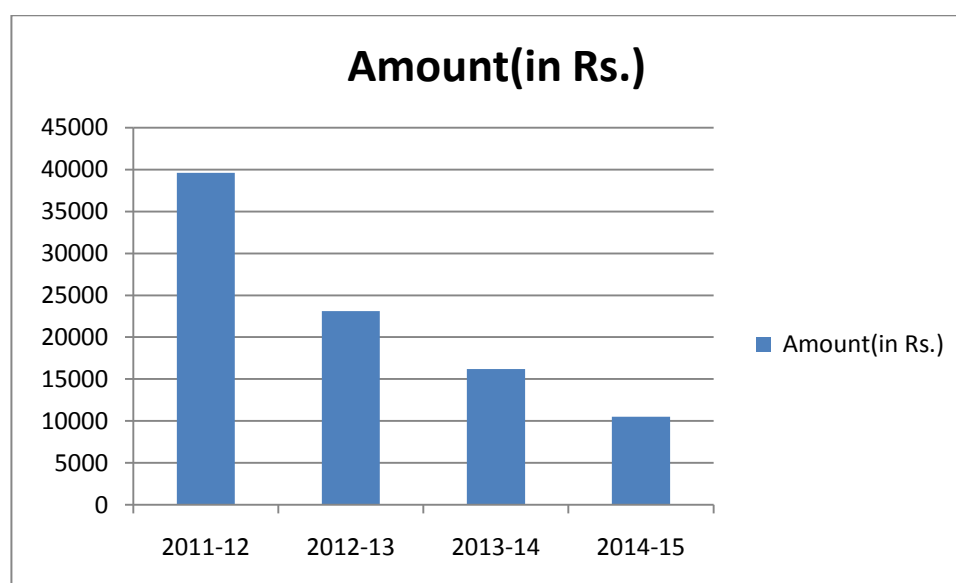
Students from SC/ST/OBC communities apply for scholarship through the college. However the aid is transferred directly to the student's bank account. The college has a record of the number of students who applied for the scholarship.

Table 5.1.3(b): Scholarship availed by Backward Classes

Year	SC	ST	OBC	Total
2011-12	305	02	04	311
2012-13	326	02	10	336
2013-14	302	01	21	324
2014-15	208	07	39	261
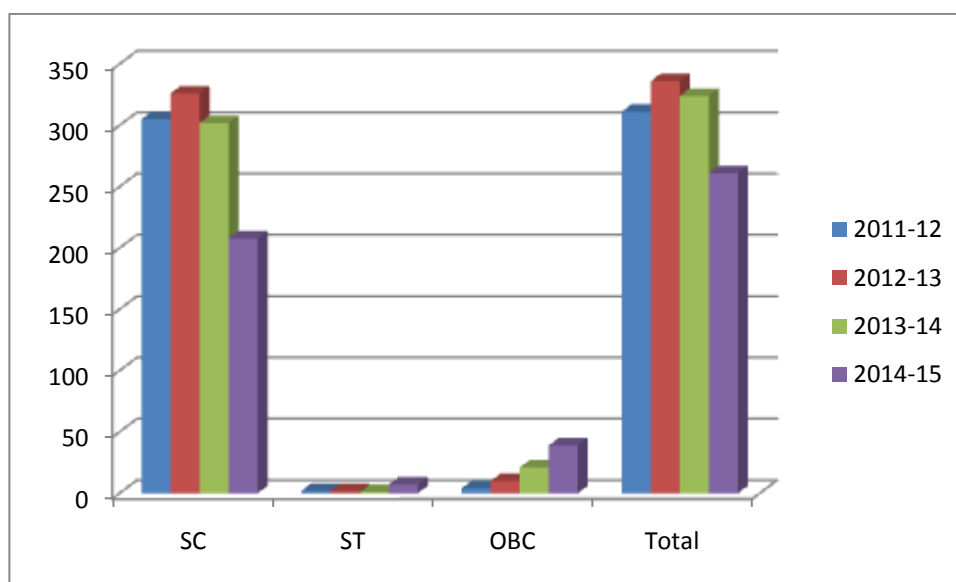
In addition to this stipend for wards of Bidi Shramik is also offered by the Government.

On an average, more than 40% students avail of the financial aids offered by the college and government taken together.

5.1.4 What are the specific support services/facilities available for Students from SC/ST, OBC and economically weaker sections Students with physical disabilities Overseas students Students to participate in various competitions/National and International Medical assistance to students: health centre, health insurance etc. Organizing coaching classes for competitive exams Skill development (spoken English, computer literacy, etc.,) Support for "slow learners" Exposures of students to other institution of higher learning/ corporate/business house etc. Publication of student magazines

(a) Students from S.C / S.T, OBC and economically weaker sections

The reservation rules are strictly observed. The students from SC/ST/OBC category apply for minority scholarship of the Government through the college.

The State Government has a scheme for girl students. The eligible students are identified and their applications for Kanyashree (name of the scheme) are submitted to the authority.

Also the economically backward students who do not avail any scholarship are provided stipend by the college authority from the Student Aid Fund.

(b) Students with physical disabilities

The college has a ramp in the main block and one in library building. There is only one physically handicapped student and he is allotted classes mostly on the ground floor. In cases where the classes are held on the first floor he can attend to the lectures through the audio arrangements made in two rooms on the ground floor.

There is no visually handicapped student.

(c) Overseas students

We do not have any overseas student.

(d) Support to Students to participate in various competitions / National and International

The students participating in various competitions are provided with financial assistance if required. Students of our college participate in various Sports Activities and bring awards for the college. Apart from that TA, DA, Sports accessories like track suits, jerseys, running shoes, boots, etc. are provided to such students.

e) Medical assistance to students: Health centre, health insurance etc

By paying an annual fee of Rs 10.00 students become members of Students Health Home Scheme. They can avail the benefits of the facilities provided at a nominal cost.

Also the students are covered under accidental insurance at the institution on payment of Rs 16/- annually.

(f) Organizing coaching classes for competitive examinations

There is a UGC sponsored unit for Entry in Services. The classes for competitive examinations are held as and when funds from UGC are available under this head.

(g) Skill development (Spoken English, Computer literacy etc.):

The college has a computer centre where willing students can take basic computer course at a nominal fee. No certificate course is undertaken.

(h) Support for slow learner: The College offers Remedial classes to slow learners under UGC Remedial Coaching. Apart from this, since the student teacher ratio is low,personal care is provided to every student. Class tests are held to evaluate the progress of students.

Publication of student magazines: The students magazine is published annually. The students of different departments also put up wall magazines.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

The college is organising various programmes which students are encouraged to attend. This gives them an update of the recent developments in the state and nation. Attempts are made to encourage the students to attend some basic skill programmes in the college like computer literacy. Students are encouraged to write articles and publish wall magazines.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co- curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

* additional academic support, flexibility in examinations

* special dietary requirements, sports uniform and materials

* any other

The college authority encourages the students to participate in the cultural programmes.

Many students participate in sports events at various levels. They are provided with travel allowance and diet during the days of events. If the days of the events clash with the college exam dates they can given a chance to sit for the examinations at convenient date. They are provided with sports uniforms. The various equipments for practice are purchased by the college.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, GATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defence, Civil Services, etc.

The college has a career counselling Cell. Ms. K Sen Banerjee, Assistant Professor in English, is in charge of the cell. The various job openings and information on higher education is made available on Students' Display Board. Since the college does not offer Post Graduate courses information on NET/SLET/GATE is not available. Since the college does not offer PG courses, supply of such information is not required.

5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)

➢ **Academic Counselling:** The teachers interact with students to identify their strong and weak areas and suggest some remedial measures. The teachers help to bring out the best in them.

➢ **Personal Counselling:** Often students come to teachers with personal issues and need someone to share their feelings with. Teachers try to be empathetic and guide them to find the best solution.

➢ **Psycho-social support-** Departmental heads and other faculty members provide Psycho-social support when the students of the concerned departments face any psychological and social problems. Sometimes, the departments seek help from allied departments like Philosophy, Education, etc. in regard to the provision of support. Psychological counsellors like Dr. Subhrangshu Aditya of Jadavpur University offered counselling and support to students in need of the same. 30 students have been offered such support in the current academic year. In some cases financial support is also provided to help students purchase books. Help, in the form of donating books, is also extended to students from economically backward families. Recently, a mentoring cell has been constituted in the college.

➢ **Career counselling:** There is a career counselling cell in the college. However, after regular interaction with the students, the teachers guide them to choose the right career.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

The college does not have any structured mechanism for career guidance and placement of students. However, there is a career guidance cell. Details of job opportunities are displayed on a board placed at strategic position. Magazines on competitive examinations and Employment News are subscribed to and displayed in the library.

5.1.10   Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes, the college has a grievance redressal cell. The following are the members of the cell

Members of Grievance Cell

1. Sri. Sanjb Dhar   Convenor

2. Sri. Suman Ranjan Bandyopadhyay

3. Sri. Mohasin Mallick

4. Sri. Rajarshi Ghosh

5. Sri Ajay Chaudhary

During the last four years no major grievance was required to be redressed by the cell.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

The college has a Women's Cell comprising of the following members

Smt. Kakoli Sen Banerjee   Convenor

Smt. Basumita Tarafder

Smt.Sutapa Bhattacharya

Smt. Dipa Chakraborty

Smt. Madhuchhanda Lahiri

Smt. Mrittika Malakar

Till date no case of sexual harassment has been recorded.

5.1.12   Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Anti ragging Cell:

The college has an Anti-ragging cell comprising of the following members:

Sm. Dipa Chakraborty, Convenor

 Sri Sanjib Dhar

Sri Amal Kr. Bhakat

Sri Suman Ranjan Bandyopadhyay

Sm.. Kakoli Sen Banerjee

Sri. Sukumar Sarkar

5.1.13   Enumerate the welfare schemes made available to students by the institution.

The following welfare schemes are made available to the students:

- Stipend and scholarship to economically weak students

- Book Bank

- Computer literacy programme

- Seminars for awareness

- Students' Aid fund

- Remedial Coaching

- Students' Health Home

- Medical Insurance

- Health check ups

- Entry in Service Coaching
- Career Counselling
- Student Mentoring

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

The college has an Alumni Association but it is not registered. The Alumni in collaboration with the Nihar Basu Smriti Raksha Committee has constructed a seminar room/auditorium in the college. The alumni also provide support to needy students with financial aid at the time of admission, etc.

5.2. STUDENT PROGRESSION:

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

The college does not have any formal mechanism to record the progression to higher studies. Therefore, the numbers are likely to be much higher than stated.

However various departmental teachers have information on their ex students.

Only the students who get government jobs have their names recorded as their documents are verified by the college.

Number of students who got government jobs in:

2011:   08

2012:   11

2013:   05

2014:   25

Table 5.2.`: Student Progression

Student progression	%
UG to PG	Approximately 5%
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available
Employed	Data not available
• Campus selection	

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Table 5.2.2(a): Programme wise pass % and completion rate for the last 4 years (including PNC)

COURSE	2011-12	2012-13	2013-14	2014-15
BENGALI(H)	97%	100%	100%	97%
ENGLISH(H)	100%	100%	91%	100%
POL.SC(H)	100%	100%	100%	100%
HISTORY(H)	100%	100%	100%	100%
EDUCATION(H)	Not started	Not started	No 3rd year	
GEOGRAPHY(H)	Not started	Not started	No 3rd Year	
B.COM(H)	100%	81%	100%	100%
B.COM(G)	96%	92%	100%	92%
B.A.(G)	78%	91%	93%	92%
B.Sc(G)	60%	33%	100%	100%

Table 5.2.2(b) Programme wise details in comparison with other colleges under the affiliating university within the same district:

College / Programme	Mahadevananda Mahavidyalaya			Panihati Mahavidyalaya			R.B.C. Evening College			P. N. Das College		
	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %
BA (H)	73	64	87.00	136	109	80.15	62	61	98.39	63	41	65
BA (G)	303	154	50.30	Not Available	Not Available		372	330	80.70	182	52	29
B.COM (H)	17	12	70.59	71	52	73.24	74	68	92.00	2	1	50
B.COM (G)	109	36	33.00	Not Available	Not Available		10	09	90.00	25	4	16.0
B. Sc(G)	107	27	25.24	Not Available	Not Available		10	04	40.00	2	2	100

Table 5.2.2(c) Stream wise pass % and completion rate for the last 4 years (including PNC).

PROGRAMME	2011 - 2012			2012 - 2013			2013-2014			2014 - 2015		
	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %	APPEARED	PASSED	PASS %
B.A (H)	118	116	98.3	85	85	100	53	52	98	63	63	100
B.A (G)	222	173	78	165	150	91	308	286	92.84	182	167	91.75
B.COM (H)	14	14	100	21	18	85.72	4	4	100	2	02	100
B.COM (G)	23	22	95.66	50	46	92	21	21	100	25	25	100
B.SC(G)	05	03	60	03	01	33	2	2	100	2	2	100

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

Students are encouraged by the teachers to progress to higher level of education. However a good percentage of students are first generation learners and come from economically backward sections. These students prefer to take job after graduation. The classes held under Entry in Services help such students.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

Special support provided to students who are at risk of failure and drop out

The mission of the college is to provide education to the local students. Many students start college but due to economic hardship tend to take up job. Such students are contacted and convinced to complete the course and financial assistance is extended towards them when they appear.

The college is making best use of the Govt. schemes like Kanyashree Prakalpa as means of support to students at risk of drop out.

5.3 STUDENT PARTICIPATION AND ACTIVITIES

5.3.1 Details of the achievements of Games and Sports of the students during last four years (Inter college/ Inter-University/ Inter-District/Inter-State/ National Level) Achievement of Games and Sports By The Students During Last Five Years

Our institution offers Physical Education as a subject since 2004.

The students of this college participate in different competitions and events at various levels and bring laurels to the college.

Table 5.3.1: Annual Report of Achievements on Games& Sports

Sl. No.	Name of Students	Sports Name	College Level Status	Inter - college Level Status	Inter-University Level Status	All India University level Status
2010-2011						
1	College Team	Cricket	-	-	**Champion**	-
2	College Team	Football	-	-	**Semi-Final Holder**	-
3	College Team	Volley Ball	-	-	**Captain**	-
4	Athletics	Athletics	-	-	**7 medal**	-
5	College Team	Football	-	**Captain**	**Captain**	-
2011-2012						
1	KabirMondal	Gymnastics	Champion	Champion	Champion	6th
2	Sharodindu Khan	Football	Selection	Captain	Captain	-
3	SarbaniSengupta	Volley Ball	Selection	Champion, Captain	Captain	Participant
4	Purnima Mallick	Javelin & Discus	Selection	Champion	Champion	-
5	Champa Das	Shut Put, Discus	Selection	2nd Position	Participant	-
6	College Team	Cricket	Selection	Champion	Champion	-
7	College Team	Football	Participant	Runner-up	Participant	Participant
2012-2013						
1	Purnima Mallick	Javelin & Discus	Champion Individually and team Champion	Champion Individually and team Champion	Champion Individually and team Champion	-
2	Cricket Team	Cricket	Participant	Champion	-	-
3	Football Team	Foot ball	Participant	Runners	Participant	-
4	KajalMallick	Athletics(100 , 200 mts. run and Long Jump)	Champion	Ist position in 100,200mts run and 2nd position in Long Jump	-	-
5	MallickaMondal	Athletics(400,800mts. run)	Champion	Champion	Champion	6th
2013-2014						
1	Biswajit Das	Athletics(400,800mts. run)	1st	1st	2nd	-
2	MallickaMondal	Athletics(400,800mts. run)	1st	1st	1st	1st

3	Purnima Mallick	Javelin & Discus	3rd	3rd	Champion Individually and team Champion	Participant
2014-2015						
1	Biswajit Das	Athletics(1500 mts. run)	1st	2nd	-	-
2	MallickaMondal	Athletics(200,400mts. run)	1st	1st	Champion	Participant
3	PapyDebnath	Athletics(800,1500mts. run)	1st	3rd	3rd	-
4	Puja Das	Athletics(100 , 200 mts. run and Long Jump)	1st	2nd	-	-
5	Sajal Biswas	Athletics(400 , 800 mts. run)	1st	3rd	3rd	-
6	College Women Team	Athletics	-	Champion	-	-

5.3.2 Furnish the details of major student achievements in co- curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

No major feat worthy of mention has been achieved by any of the students during the last four years.

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The college is going for its first cycle of accreditation and till date no feedback from graduates or employers has been obtained but it has been noted and brought into effect as early as possible.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The students publish a magazine annually. Apart from that students are encouraged to publish wall magazines. Write ups on different topics of interest are covered in the magazines. The students treat this as a group task and this inculcates the habit of working in a group, expressing themselves and respecting the thoughts of others.

5.3.5. Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

The college has an elected Students' Union. Each year election procedure is carried out in accordance with the orders from Government quarters. The college has an elected Students' Union . Class representatives are elected by single non transferable vote and there is one class representative per 25 students. Even for a single female student, a seat is reserved.

The Governing Body of the college constitutes Election Committee. The Principal is the President of the committee.

The following are the various portfolios:

The Students' Union acts as a liaison between administration and the students. They look after the interests of students and communicate to the authority any demand or suggestion that comes from students quarters.

The funding comes through the union fee collected at the time of admission.

The various activities are Annual Sports, Annual magazine publication, Fresher's welcome, Saraswati Puja, Annual Fest, Cultural programme etc.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

Various academic and administrative bodies that have student representatives on them.

Governing Body

Admission Committee

Election Committee

5.3.7. How does the institution network and collaborate with the Alumni and former faculty of the Institution?

The Head of the institution ensures that the former faculty members are invited to every program of the college. Their valuable suggestions are sought for. Recently steps are taken to invite the alumni members to the college.

Recently the college authority has taken initiative to contact the alumni members and encourage them to participate in the welfare programmes for the college. The college authority is in constant touch with the retired faculty members and ensure their participation in college programmes.

CRITERION – VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 INSTITUTIONAL VISION AND LEADERSHIP

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Education plays a key role in realisation of the country's potential for development.

Vision:

Vision of the institute is to achieve excellence while remaining faithful to its commitment to the empowerment of the weaker sections of the society through knowledge that equips and enlightens.

Mission:

- To equip and empower students, especially from displaced (consequent to the Partition of the nation) and socio-economically backward families with updated knowledge, competence and creativity to face global challenges.

- To impart value based and value added education to breed a set of socially responsible and self-confident citizens for the future.

- To educate the pupils from socially and economically backward community and to enlighten them with the idea of and pride in the rich cultural tradition of our nation.

- To evolve innovations in teaching-learning, research and extension activities to achieve national standards.

- To promote women's education and eradication of illiteracy.

- To generate consciousness of our national heritage, culture and value system along with a rational, scientific temper well aware of issues related to human rights and environment.

- To realize the constitutional goal of equity through education to all, irrespective of caste and creed.

Objectives:

To promote higher education and to make the students ready to face the challenges of the globalised economy.

The college was established in the year 1962 by some local visionaries to offer higher education to the students of the locality, most of whom come from economically weaker sections. Since then, the college has been serving the needs of the local students who cannot afford to go to distant colleges for education.

Though the college admits students who did not excel in the school leaving examinations, the authority does not leave any stone unturned to provide them with the best possible education and extracurricular activities. The college has classrooms with audio visual facilities, a library that is being computerised and is well equipped, a gymnasium. Recently, affiliation for Physics, Chemistry and Computer Science has been obtained from the University.

6.1.2   What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The Governing Body is the top management of Government aided colleges.

It comprises the Principal, two University nominees, two government nominees, four members of the teaching and two members of the non teaching staff, a student representative, a representation from local government and eminent personalities of the locality. The college administration divides the total affairs of the college into various committees. The Finance Committee consists of the members of the Governing Body. The other committees like Admission Committee, Academic Committee, Library Committee, Purchase and Repair Committee, Examination Committee, Research Cell, Women's Cell, Grievance Redressal Cell are formed from among the staff members. Some committees have students' representation as well. The committees meet at regular intervals to discuss the affairs of the college and any matter that needs attention. The proposals passed in the meetings are forwarded to the Governing Body for approval.

6.1.3 What is the involvement of the leadership in ensuring :

• *the policy statements and action plans for fulfillment of the stated mission*

• *formulation of action plans for all operations andincorporation of the same into the institutional strategic plan*

• *Interaction with stakeholders*

• *Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders*

• *Reinforcing the culture of excellence*

• *Champion organizational change*

(A) The policy statements and action plans for the fulfilment of the stated mission:

The resolutions adopted in the Governing Body meetings are implemented by the Principal. It is the duty of the Principal to see that the decisions taken by the management are complied with. The Principal is responsible for academic and administrative affairs of the college and also acts as a liaison between the Government and the Institution, the College Service Commission and the Institution. The decisions and observations of each committee are placed before the Principal.

The College has a number of shortcomings, the biggest being shortage of classrooms. For an educational institution to excel, it is necessary that college offers courses in maximum number of subjects and the subjects that are in demand. Though the college wishes to introduce biological sciences, Post graduate courses and a few other courses the limitation of space has remained a barrier. This needs special attention. Another drawback that the college is suffering from is a drop in the number of students. The reasons have been analysed and steps have been taken to improve the scenario.

The college is excelling in Games and Sports but does not have a good playground. There is an empty space at the back of the college and urgent steps need to be taken to utilise it effectively.

The IQAC of the college, as well as different departments, organise seminars where eminent speakers deliver lectures. Many teachers have completed minor research projects; there are some

ongoing projects and some teachers have applied for MRP recently. The college authority encourages the quality improvement of faculty.

(B) Formulation of action plans for all activities of the institution and incorporation of the same into the institutional strategic plan:

This is an important aspect of the policy formulation in this institution. At the beginning of every academic year, the activities are planned in the meetings of the respective sub-committees. A number of committees and sixteen departments function in this institution in the performance of various curricular, co-curricular and extracurricular activities. All departments and committees are asked to prepare the action plan for the coming academic year. After scrutiny, the finalized programmes and projects are incorporated into the strategic plan by the Authority.

(C) Interaction with stakeholders:

As an institution run by the Governing Body under the leadership of the Principal, there is a constant interaction mechanism with stakeholders and efforts to promote their welfare are of primary importance. There is a feedback mechanism of the students and formal interaction with the parents with departmental faculty members and the Principal.

(D) Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders:

Policy and planning is done after discussions with stakeholders in the respective meetings and through feedbacks. New programmes are initiated only after proper analysis of the need and relevance of the proposed policies. The research inputs and facilities, opportunities for consultancy and extension etc., are discussed by a team of experts and final decision is taken by the leadership in view of welfare of all the stakeholders.

(E) Reinforcing the culture of excellence:

The efforts are being made by the leadership of the institution to reinforce a culture of excellence. The present leadership, through various programmes and facilities, aims at student-centric learning and promoting research environment by the framing of a research monitoring cell. The IQAC and Academic Sub-Committee play an important role in this endeavor. As a result a number of faculty members have engaged in research projects, some have submitted proposals for MRP schemes, four faculty members have obtained Ph.D. degrees over the last five years.

(F) Champion organizational change:

The Leadership is reasonably prompt in assessing the changes in the global academic scenario, and updating the programmes and facilities accordingly. The commencement of courses in Geography (Hons.), Education (Hons.), and General courses in Physics, Chemistry, and Computer Science, establishment of Research Monitoring Cell, modernizing education and administration through use of computer and internet facilities, Wi-Fi installation, ICT enabled class room teaching, remedial coaching for backward classes, classes for public service examination preparations are some examples where the college has shown considerable promptness to adapt in accordance with the changing needs of the society.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The proposals for improvement come from the IQAC and different committees and the same are placed in the Governing Body meetings by the Principal. The decisions taken in the Governing Body are informed to all staff members. The committee members ensure that the decisions of the management are being followed and implemented. The Principal monitors the whole process and in the next meeting of the Governing Body a report is placed.

(D) Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders

Policy and planning is done after discussions with stakeholders in the respective meetings and through feedbacks. New programmes are initiated only after proper analysis of the need and relevance of the proposed policies. The research inputs and facilities, opportunities for consultancy and extension etc., are discussed by a team of experts and final decision is taken by the leadership in view of welfare of all the stakeholders.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

The top management of the college, the Governing Body, has four members of the faculty who represent the teaching staff and are elected by the Teachers' Council. All the committees of the college have representation from the teaching faculty. A senior teacher is selected as the Convenor, this being true for all committees. The Admission Committee takes decision on the modalities of admission and prepares a roster for distribution of the duties. The Academic Committee prepares the Academic Calendar, prepares the routine, distributes the work load

judiciously, holds tests, prepares the results. All the committees function independently. The Examination Committee takes note of the circulars and notices of the University and makes arrangement for smooth running of the University and college examination. The Library committee decides on matters related to the Library. The management encourages the involvement of the staff members and other stakeholders in the affairs of the college.

6.1.6 How does the college groom leadership at various levels?

The Governing Body and the Principal believe in independent functioning of the committees. The various committees reflect the opinion and suggestions of the college as a whole, brought forward by the Convenors of the respective Committees. The Principal presides over the meetings of the committees and encourages the active participation of all members.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

There are 16 academic departments in the college. Each department is headed by a senior teacher. At the onset of the academic session, the academic committee comprising senior teachers from all departments meets to prepare the academic calendar. Any notification received from the parent University is brought into discussion.

The decisions of the Academic Committee are placed in the departmental meetings. The teachers of each department meet to distribute the work load and the syllabus. The framework for the academic session is drawn. The departments function independently and keep the Principal informed of their decisions.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

Yes. To promote participatory management a number of committees have been formed which take up discussions on the respective agenda.

Table 6.1.8 List of committees and their functions

COMMITTEE	FUNCTION
Academic Committee	To monitor the academic affairs and suggest measures for improvement of the same.
Routine Sub-Committee	Preparation of routine.
Research & Development Sub-Committee	To encourage research activities, submission of Research Projects and organize seminars/workshops.
Finance Committee	To prepare and make budgetary allocations.
Building Committee	To monitor building and other constructions.
Anti -ragging Sub-Committee	To ensure that the freshers feel safe and secure in the college.
Library Advisory Committee	To ensure efficient library services to users.
Cultural and Magazine Sub-Committee	To organize cultural programmes and publish college magazine.
Examination Committee	To ensure smooth conduct of College and University examinations.
Purchase Committee	To take decisions on purchase of various equipments, furniture and other necessary items.
Sports and Gymnasium Committee	To promote games and sports.
Service Book Sub-Committee	To update the service books of staff members.
Provident Fund Sub-Committee	To update the PF records of the employees.

6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT.

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

The college has an Internal Quality Assurance Cell that works towards maintaining and improving the quality of education. The proposals for academic development are taken in Academic Committee meetings and are forwarded to the Principal for perusal. The IQAC, in its meetings, stresses on improving the standard of teaching-learning and on the support system available to the students like Library, Cheap Store etc. Such proposals are placed in the Governing Body meetings and Governing Body after due scrutiny makes necessary arrangements for implementation of the same. The Governing Body has representation from the students and the students' representative makes sure that the decisions are percolated to the students.

In every meeting of the IQAC, the proceedings of the previous meeting are read out and the progress is reviewed. The IQAC Coordinator motivates and drives all members of the staff to contribute towards the development of the institution.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The most important issue that needs to be addressed by the institute at this hour is the decrease in the number of students enrolling for degree courses. This has been elaborately discussed in different committees and a number of steps have been initiated targeting at better results and better opportunities to the entrants, making the college atmosphere attractive and friendly.

The students are being motivated to attend seminars on current issues. They are also encouraged to participate in activities like debate, cultural programmes, sports, gymnasium activities. Teachers are using ICT based teaching aids to make the lessons interesting. The library is being computerised. There is reprography facility in the library. The campus is wi-fi enabled.

The teachers also mentor their students. Collectively all these efforts have positively affected the students and we hope that our institution will gain a very good position in a very short time.

The college plans to:

- Widen the scope and range of the courses offered by introducing courses in biological sciences, Honours courses in Sanskrit, Philosophy, etc.
- Introduce courses on skill development and other career-oriented courses.
- Expand the built-up area to increase the number of rooms.
- Introduce Post Graduate Courses in Bengali, English, Political Science, etc.
- Ensure dedicated audio-visual teaching in all departments.
- Augment the facilities provided by the library by adding more books on areas of current research.
- Increase the number of smart boards and purchase more computers for a better computer: student ratio.
- Promote research and publications.
- Increase the number of value oriented extension activities

6.2.3 Describe the internal organizational structure and decision making processes.

The college management for government aided colleges refers of the Governing Body which comprises the President, Principal, four members from teaching and two members from non-teaching staff, one students' representative, two nominees each of the parent University and Government (according to the new statute 3 nominees are to be introduced), eminent members of the local self-government.

Governing Body being a statutory body, all policy matters are discussed in the Governing Body meetings, resolutions are taken and later implemented by the Principal.

The Principal primarily has two consulting bodies, namely the IQAC and The Teachers' Council. As the Chief Executive Officer, the Principal has to look after three sectors, namely, administrative, academic and finance. Proposals are initiated in various committees such as Finance Committee, Academic Committee, Admission Committee, Building Committee, Library Committee etc. These proposals are discussed in the meeting of the respective sub-committees and decisions are finally placed and approved by the Governing body and then executed with the support of the relevant subcommittees under the supervision of the Principal as per guidelines.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- *Teaching & Learning*

- *Research & Development*

- *Community engagement*

- *Human resource management*

- *Industry interaction*

Teaching and Learning:

Teachers prepare Academic Calendar at the beginning of the Academic session.

As the number of permanent and part time teachers is low and the college runs 16 departments, a number of Management Appointee Part Time Teachers have been employed by the college so that the classes are not hampered. The departments are provided with departmental libraries and book bank. The college library has 14385 books and has subscribed to the UGC-NLIST. The institution has drawn effective plans regarding the installation of Smart Boards and ICT enabled classrooms and teachers are motivated to take at least a number of classes using audio visual aids. For this a training has been initiated by the college IT staff (casual). Wifi has been installed at strategic points in the campus. Academic counselling and remedial coaching are planned and provided for weaker students. Teachers attend Orientation and Refresher Programmes to upgrade themselves. Students are encouraged to attend various discussion meetings.

Research and development:

The college has a Research and Development cell. Three teachers have applied for Minor Research Projects this year. A few teachers have ongoing and completed MRP's. Teachers have also registered for Ph. D programme and two teachers have recently been awarded Ph.D. degree. Apart from this, teachers attend seminars, workshops, present papers and publish articles in journals. Recently IQAC has suggested to offer seed money to teachers to promote research.

Community engagement

The college NCC unit engages in a number of community programs like organising blood donation camps, plantation of trees etc. The college organises free medical check up camps at intervals for the local community. Recently the college organised an outreach programme, a seminar on "Space Science Today" where science students from neighbouring schools were invited. The college has organised a Cancer Awareness program for the local community. There is a plan to campaign against use of plastic in near future. The college has agreed to MGNREGS plantation drive under the local Panchayat which will ensure plantation of 100 trees in and around the college.

Human Resource Management

The college has 14 Teachers and one Librarian against permanent vacancy, 6 Part Time Teachers (Permanent) and 13 Management Appointee Teachers (Permanent). This has resulted in a healthy teacher student ratio. The appointment of teachers against substantive post is done on the recommendation of West Bengal College Service Commission, Part Time Teachers have been

appointed as per Government rules and the salary is received from the Government. However the Management Appointee PTTs are appointed by the college after notification through advertisement and in presence of University experts. The salary is borne out of the college fund.

Similarly, the college office is under-staffed and so the college has employed 7 Contractual Employees.

The duty roster is maintained by the Principal.

Industry interaction: Till date there has been no interaction with industry except that some local employers have visited the college to discuss various job opportunities. Recently there was an introductory seminar on Pradhan Mantri Kaushal Vikas Yojana by a company and many students were motivated.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The Principal discusses the state of affairs in the Governing Body meetings. The admission profile, the results, other issues like fee structure, students' affairs are all communicated to the Governing Body through its meetings. After analysing the same, steps are suggested for improvement. The guardians are contacted to discuss the progress of their ward. The Principal is available in the college on all working days and any suggestion from the stakeholders, be it local community or guardians or alumni are welcome. The principal also keeps in touch with the local educational institutions to avail their feedbacks regarding the performance of the college as well as their suggestions regarding the improvement of the academic environment of the institution.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The college management believes in decentralisation of power and autonomy in decision making of various committees. The Governing Body and the staff council in their meetings have constituted different sub committees for smooth functioning of the administration and to maintain the academic atmosphere. The Principal is the ex-officio President of all Committees. The various committees are Academic Committee, Finance Committee, Purchase and Repair Committee, Examination Committee, Library Committee, Research Committee, PF Committee, College Development Committee, Career and Counselling Cell, Women's Cell, Grievance Redressal Cell.

Each committee has a Convenor and members from teaching and non-teaching staff members. Some committees have representation from students as well.

The meetings are held regularly and the resolutions adopted are placed to the Principal for implementation who makes necessary discussions in the Governing Body. Basically the development of the college is a process where each member of the college has the right to offer valuable suggestions. The measures taken are discussed and reviewed in the next meeting.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

Resolutions:

- Revision of fee structure of students
- Request to the local MLA for financial aid under MLA LAD.
- Submission of Letter of Intent to NAAC.
- Application for affiliation of Physics, Chemistry and Computer Science
- Initiation of Online admission
- Appointment of Bursar
- Appointment of Officer in Charge, NSS Unit

Status:

- The fee structure has been revised.
- A grant of Rs. 7,00,000/- received under MLA LADS.
- LOI submitted but IEQA rejected.
- Affiliation from West Bengal State University in the three subjects received.
- Complete online admission in the session 2015-16.
- Bursar has been appointed.
- Officer-in-Charge, NSS Unit appointed.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

The college has not applied for autonomy.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

There is a grievance redressal cell in the college. The Principal personally meets the students regularly to enquire about their progress and redresses any complaint they make. There has been no formal written complaint till date.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute ? Provide details on the issues and decisions of the courts on these?

The college endeavours to resolve all disputes amicably. As a result no court case has been filed against it during the last four years, barring one instance of a writ petition that was filed by Dr. Mohasin Mallick against the Government of West Bengal, in 2014, regarding CAS under old regulations, to which the college was made a party. But the same was withdrawn on 04/08/2015.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Yes. The college has introduced a formal feedback mechanism. The students are provided with a feedback form per teacher and are asked to give their feedback on teaching learning, library and other facilities. The inputs are being analysed and the Principal is planning to take necessary measures to address the weaknesses.

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

To enhance the professional development of the teaching staff the following steps are taken:

- Encouraging the teachers to attend Orientation and Refresher Courses.
- Encouraging teachers to attend workshops and seminars.
- Motivating teachers to organise seminars and workshops.
- Promoting research and submission of Minor Research Projects.
- Issue of laptops to prepare lessons.
- Registration with INFLIBNET NLIST.
- Wi fi enabled zones.

- Arrangement of computer guidance to teachers to enable them to use audio visual aids.
- To enhance the professional development of non-teaching staff, computer orientation programme by staff of the college has been started.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- ➢ The college has introduced KOHA software for the library and arranged for training of the library staff.
- ➢ Computer training programme has been initiated for non-teaching staff.
- ➢ Training for faculty members to enable ICT based teaching has been arranged.
- ➢ The Government has introduced computerisation of Salary Accounts and for that the Accountant has received training at the Treasury Office.
- ➢ The Principal meets the staff members on a regular basis to discuss their duties and offers assistance to the members who need the same.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Teachers:

- The teachers are required to maintain Self Appraisal Report which is counter signed by the Principal at the end of every month.
- The UGC Career Advancement scheme ensures that weightage is given to multiple activities. The API is calculated by the IQAC and forwarded by the Principal for career advancement.
- Feedback from students are also obtained and analysed.

Non-Teaching Staff:

- Student Feedback analysis by the Principal.
- Monthly and annual performance analysis by the Principal.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The performance appraisal and the Academic Performance Index are evaluated and placed before the Screening Committee for career advancement. The report is then placed in the Governing Body before sending to the Director of Public Instruction for approval.

The authority also makes an assessment of the feedback forms submitted by the students and accordingly apprises the teachers about the outcome for the necessary steps to be adopted for improvement. The Feedbacks are also discussed in the departmental meetings, followed by meetings of the Academic Committee and the IQAC.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The welfare schemes available to the teaching and non-teaching staff:

- Gymnasium and Yoga training
- Advance of salary in case of late receipt of pay packet from government
- Subsidised canteen facility
- Wi fi enabled regions
- Issue of laptop to each faculty member
- Provision of emergency loan from the Provident Fund
- Ex gratia to casual staff
- Festival advance to teaching and non-teaching members

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

The college authority tries to create a cordial working atmosphere and teachers are motivated to carry out research activities and publish their work. All possible co- operation is made available to them. The teachers are free to discuss the shortcomings they face and the authority ensures that they are taken care of.

6.4 FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The Finance Committee of the college prepares the annual budget where allocation to every sphere is made. This budget is placed in the Governing Body for approval. After approval, the Principal along with the Bursar of the college work towards the implementation of the budget. Any fund received from the State Government or UGC or any other funding agency is notified to the Bursar. The Bursar is responsible for planning the distribution of the same in consultation with the Convenor of the Finance Committee.

The Accounts department maintains all records of the transactions. The bills submitted are verified by the Accountant, Bursar and then placed before the Principal for approval.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The audit of the books and accounts of the College is religiously being done every year by government appointed External Auditors. The accounts have been audited up to the financial year ended 31/03/2015.The key figures as per audit report during period of four years from 2011-12 to 2014-15 are given below. It may be pertinent to mention here, that no audit objection was raised during the audit of the books and accounts of the institution for the year ended on 31/03/2015.

Table 6.4.2: Statement of Expenditure

Statement of Expenditure				
PARTICULARS	2011-12 Rs.	2012-13 Rs.	2013-14 Rs.	2014-15 Rs.
Grants Exp.(Recurring)	23695	272769	24775	81545
Grants Refunded to UGC(unutilized amount)	0	0	345646	0
Interest on Unutilized fund (paid to UGC)			68709	0
Seminar Exp.(UGC)	255330	38500	0	158786
Salaries(Grant-in-Aid + Guest)	12491775	12896592	16640740	16803815
Maintenance	8315	56738	11150	131137
Development Works(Repairs & Maint. Of Build, Painting Works,Soil Testing ,& renovation of Canteen, Vehicle Shed ,Toilet Block etc. Aquaguard Fitting)	611571	0	1030782	102550
Books & Journals	513611	173435	106706	358424
Scholarship(Disbursed to Students of minority classes)	39600	23100	29100	10500
Electricity/Generator Running Cost	119265	130054	188543	145540
Fixed Assets(Land, Building)	1500000	4470902	7550000	2745443
Equipments(Including Computer , Furniture & tube well)	2619750	2022284	554014	918786
Payment to State Govt(50% Share of Tuition fees)	0	370106	467819	360541
Payment to University(Exam, Form, Reg & Mig, Centre)	814073	945337	784455	946730
Salary Adv.(paid to T.S and N.T.S Staff)	527200	531500	124000	180000

Festival Adv.(to be refunded from T.S and N.T.Staff)	158000	313000	157000	364000
Student Union for Various Social Activities(College Social etc)	200702	72668	167240	170000
Golden jubilee Celebration	142910	69000	11300	0
NCC	41190	33390	0	59550
NAAC	0	0	0	28090
Geography Excursion	45541	50000	46865	0
On-line admission	0	0	0	65169
Other Exp.	629283	683587	931511	566301
Research Work(MRP)	0	0	41882	490000
Student Support	24425	0	0	0
* Painting, Extension Activities and False Ceiling Works done by PWD of Rs.600000 has been capitalised in (2011-12)				
* Extension activities of college Building done by PWD of Rs.274417 has been capitalised in (2013-14)				
* Repairs & maintenance of Rs.95960 spent out of UGC Fund shown in UGC Other Exp. Head(14-15)				

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

Financial grant from UGC, state government and tuition fees are the major sources of institutional funding. The College maintains a corpus fund for the adhoc salary payment, purchase of equipments, maintenance and the same is reimbursed on receipt from respective agencies. The statement of receipt for the last four years, available with the institution, is given below:

Table 6.4.3(a): Statement of Receipt for the last four years

PARTICULARS	2011-12	2012-13	2013-14	2014-15
	Rs.	Rs.	Rs.	Rs.
Fee Receipts	4980698	5194855	4407897	4168248
State. Govt. aid(Salary)	14632243	12765282	17003588	15841221
UGC & State grants	10134112	1172500	2521621	1881511
Scholarship(Minority)	50400	36000	29400	12600
U. Exam. Grants.	80418	50880	72840	109915
Rent(from Lease hold Land)	0	0	30000	0
Phy-Education(Received From WBSU)	10000	0	0	0
Scrutiny Fees	34595	11100	0	0
Festival Adv. Refunded by Staff	139400	309900	159700	239800
NCC(received from Dept.)	41190	33390	0	64650
MRP/Research Work(UGC)	0	0	41882	490000
Mis Receipt(Sale of Add.Forms,Fine, Bank Int etc.)	686006	1523914	325440	543202

In addition to this an amount of Rs 7,00,000/- (Rupees seven lakh only) has been received as MLA LAD Fund through Block Development Officer.

The following financial information about the Financial Management of our institution will be helpful to understand for fund generation for the purpose of College Development from other sources of Income:

Table 6.4.3(b): Other sources of income

Source of Income	Year			
	2011 to 2012	2012 to 2013	2013 to 2014	2014 to 2015
Interest of Fixed Deposit (Rs.)	Nil	5,27,019	Nil	Nil
Lease Rent from Pond (Rs.)	Nil	Nil	30,000	Nil
Fine (Rs.)	1,220	300	800	2,520
Miscellaneous Income (Rs.)	1,72,210	1,73,410	1,50,330	89,880

The College authority decided to use some sources of income, for example, interest from fixed deposit , lease rent from pond, fine from students and miscellaneous income included certificate fees, duplicate identity card issue fees, sale of admission form etc. etc. for the purpose of construction of Science Building for general and overall development of college. The college decided to open Pure Science Stream in its Golden Jubilee year. The college applied for required fund for the construction of New Science Building from the University Grant Commission. University Grant Commission approved the proposal and issued a grant of Rs. 25 Lakh (Rs. Twenty Five Lakh Only). The college authority engaged Public Works Department of West Bengal Government under deposit scheme for the construction. The Total cost of the said construction amounted to Rs.39,56,155 (Rs. Thirty Nine Lakh Fifty Six Thousands one hundred fifty five only).   Since the University Grant Commission's fund was Rs. 25 Lakh(Rs. Twenty Five Lakh Only), the rest amount had to be paid by the college from its General Fund which was accumulated through the above noted sources.

6.5 INTERNAL QUALITY ASSURANCE SYSTEM (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance process?

Yes, the institution has an established Internal Quality Assurance Cell (IQAC) in November, 2013 as per NAAC guideline. The IQAC has become an integral part of the institution's quality enhancement and sustenance mechanism, channelizing all efforts and measures towards achieving academic excellence. The IQAC has been entrusted with the overall development as well as holistic quality improvement in the overall functioning of the institution.

b. How many decisions of the IQAC have been approved by the management/authorities for implementation and how many of them were actually implemented?

Since our institution, and the IQAC, as well, believe in participative approach in decision making, it becomes easier to implement those decisions. All proposals put forward by the IQAC have been approved by the governing body. The institution is trying to implement the long term plan as approved by the governing body. Quite a good number of such plans have already been implemented or are in the process of being implemented.

c. Does the IQAC have external members on its committees? If so, mention any significant contribution made by them.

Yes, the IQAC has external members on its committee.
At present the composition of the IQAC is as follows:

- ◆ Chairperson: Principal of the college
- ◆ Administrative staff: 01
- ◆ Faculty: 05
- ◆ External community representatives: 02
- ◆ Coordinator: Faculty member

Contribution of the external members

The external members in the IQAC, Smt. Manju Basu, Hon'ble Member of the West Bengal State Legislative Assembly and Prof. Shefali Vidyanta, Dept. of Philosophy, Mahadevananda Mahavidyalaya, have rendered significant contributions, prescribed valuable suggestions and supported all developmental activities in favour of the institution.

Smt. Basu, being a local public representative, puts forth important suggestions and proposals reflecting the needs and aspirations of the local community. Recently, she has arranged for the development of the college ground and construction of concrete roads and drainage surrounding the ground by donating around Rs.7 Lakh from her MLA LAD fund. She has pledged to contribute further to implement the long term plans of the college.

Prof. Vidyanta provides important suggestions and suggests means to achieve them. Formation of different sub-committees and prescribing their functions are significant contribution of Prof. Vidyanta. She plays an important role regarding the quality assessment programmes.

d. How do students and alumni contribute to the effective functioning of the IQAC?

The General Secretary of the elected students union is the ex-officio member of the governing body of the college. He gives important suggestions and recommendations about the academic, infrastructural and overall quality enhancement of the college. These suggestions and recommendations are placed in the IQAC meeting by the chairperson of the cell.

Members of the alumni regularly interact with the faculties and give their opinions about qualitative improvement in the functioning of the college. Feedback from the alumni, particularly regarding syllabus, subject combinations and about requirement of introduction of new subjects helps the IQAC in its functioning.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

The Principal and the Coordinator IQAC work as intermediaries between the IQAC and the departments. Most of the IQAC members are also active members of different sub-committees and academic departments. They maintain liaison between the IQAC and different subcommittees and academic departments. The IQAC frequently sits with different constituents of the institution for effective implementation of the IQAC program. For this purpose the Principal frequently convenes staff meeting involving all teaching and non-teaching members.

6.5.2 Does the institution have an integrated framework for quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The institution has an integrated framework for quality assurance of both academic and administrative activities.

- All academic and administrative activities are planned for in the governing body meeting and IQAC meeting.

- A budget is prepared by the finance committee and placed for approval in the governing body meeting that supports implementation of the approved plans.

- Assessment of self appraisal report conducted by the Principal and IQAC as promotional support, prescribed by the Govt. Order.

- Academic audit performed by peer review mechanism introduced recently to be performed on annual basis.

- Feedback mechanism.

- Preparation of SSR, which reflects the academic and administrative performance.

6.5.3 Does the institution provide training to its staff for effective implementation of the quality assurance procedures? If 'yes', give details enumerating its impact.

The college organises seminars and workshops, frequently, which are attended by all the staff. Teachers are encouraged to attend orientation programmes, refresher courses, and off-the-campus workshops and seminars as well. Besides the college organises training to faculty for taking ICT enabled classes. Job related computer training programme has also been started for non teaching employees. These trainings and seminars/workshops enable both teaching and non teaching staff to perform better.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

PEER review: the college has evolved a mechanism of peer review conducted annually. The IQAC and members of other departments conduct academic audit of the departments and the reports are placed in the academic sub-committee meeting for consideration. The college has started doing this work very recently.

Teachers' performance appraisal: Teachers regularly fill up their time of arrival and departure, classes allotted and classes taken. It is submitted to the principal at the end of each month for assessment.

Feed back: Feedback from students and guardians are taken and analyzed at the IQAC meeting. Corrective measures are taken where there is scope of improvement.

Academic audit by IQAC, governing body and academic sub-committee: There are six external members in the governing body including the president of the governing body. Independent assessment of academic activities are made by them. They also suggest ways and means to improve academic performance. Similarly, in the IQAC meeting and academic subcommittee meeting, academic performance appraisals are taken up.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The governing body and IQAC of the institution comply with the regulatory requirement of external quality assurance agencies such as:

- U.G.C

- Higher Education Department, Government of West Bengal

- West Bengal State University, the affiliating university

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of the structure, methodology of operations and outcome?

- There is a Teachers' Council and IQAC to review the teaching-learning process from time to time.
- The academic sub-committee sees to it that there is no deviation in curriculum delivery from the academic plan that has been drawn at the start of the session, unless it is specifically required. Periodical assessment of academic plan is done in the academic sub-committee meeting.
- Extension Lectures and workshops are arranged in consultation with the IQAC.
- The system is heavily reliant on the performance indicators provided by the NAAC.
- Prospects for improvement in teaching and learning, requirement for facility augmentation, additional manpower requirement etc. for the departments, are well studied by Academic subcommittee, IQAC, Finance Committee and Teachers' Council.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The communication about the quality assurance policies is carried out through the:

- Website
- Prospectus
- Personal interaction
- Notice board
- Assembly of 1st Year students at the beginning of the session
- Class teachers
- IQAC contact persons
- Discussions, talks, seminars, etc.

CRITERION VII

INNOVATIONS
AND
BEST PRACTICES

7.1 ENVIRONMENT CONSCIOUSNESS:

P.N. Das College started its journey under the supervision of some eminent visionaries of the locality in a small thatch roofed building with only two rooms surrounded by a number of trees under a beautiful green landscape. The college still effectively maintains the lush green atmosphere which is the cynosure of all those who enter its portals.

7.1.1 Does the Institute conduct a green Audit of its campus and facilities?

The college campus boasts of a very robust natural environment with plenty of greenery and natural resources.

Although there is no formal mechanism of green audit in place, the IQAC Cell of the College conducts internal environmental audit of the institution and takes necessary steps to promote environmental consciousness and protection. The aspects of environment-friendliness of the campus and the steps taken by the college to preserve and consolidate an eco-friendly ambience are enumerated hereunder:

- o Expenditure is incurred to retain an environment friendly campus by maintaining the already green campus and further planting more trees every year.
- o The campus has very old and tall, hard wooded trees and trees like Neem, Amla, Tulsi, Turmeric, Aleovera etc. that have medicinal value. This not only enhances the greenery of the premises but turns it into a haven for a large breed of birds and other animals.
- o The forest department has been approached to help us out in the matter of the same in past as well as present times.
- o The college has appointed a gardener who tends the trees and plants, looks after the garden and helps the other members too to maintain a clean and eco friendly atmosphere. He works for the betterment of our green campus under the supervision of a committee constituted for the said purpose.
- o The college emphasizes on conservation of energy.
- o The college Promotes environmental consciousness to the society through NCC and NSS.
- o The college discourages the students and faculties from carrying and using plastic bags.
- o The college emphasizes on the use of dustbins in every corner of the college.
- o The campus has also been earmarked as a "No Smoking Zone".
- o Permanent boards are also displayed highlighting the issues on "Refuse, Reduce, Reuse and Recycle" to make the students environment conscious.

o All weeds and other garbage are stored in a compost pit for gradual decomposition.

o Kitchen garden.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly environment?

During the Freshers' Welcome programme, our principal and college authorities advice the new comers on environmental issues and hygiene along with the rules and regulations of the college. They mostly insist the students to keep up the eco-friendliness of the campus.

Most importantly the college tries to take utmost care in providing and maintaining the following to promote sustainable environment:

- Energy Conservation
- Use of renewable energy
- Water Harvesting
- Gardening
- Efforts for carbon neutrality
- Plantation
- Hazardous waste Management
- E-waste management

Energy Conservation:

o The college campus is too hot and humid in summer and monsoon. Though some classrooms are airy and well lighted some do need artificial lights during day time.

o The Institution is trying to do away with orthodox lighting system and has installed a number of improved electrical appliances and wires.

o It is also trying to install CFLs in the class rooms and LED lights in the campus. This would certainly help a lot in conservation of electricity.

o Instructions are given to all to switch off the lights / fans in the classrooms after the class hours and also in the corridors and toilets when not used.

o All electrical gazettes are plugged off at the end of the day.

o Equipments are regularly checked for proper operation and maintenance.

o Green generators are used for noise free standard energy source.

Use of Renewable Energy:

The college plans to submit a proposal to local self government and the Department of Renewable Energy, Govt. of West Bengal for installation of solar energy panels in the campus. Proposals were also submitted with the UGC for additional grant under the XI plan in the same head.

Water Harvesting:

There is no scarcity of water in the college campus because the college has a big pond to preserve rain water. This huge volume of preserved water is used for gardening and other purposes. Moreover, the ground water level is maintained in the surroundings of the college during the hot summer. Recently, a deep water tank has been dug under the MGNREG Scheme. The college also plans to submit a proposal for rainwater harvesting to the government.

Efforts for Carbon Neutrality:

The college has taken up certain preventive measures to check the emission of carbon dioxide for a pollution free environment at its own initiative:

o **Green generators** have been installed in the campus for emission and noise free environment to save the atmosphere.

o The college has planted different types of plants inside the college campus to check the carbon dioxide ratio in the atmosphere and also towards beautification of the college campus.

o The vehicles regularly used by the staff and students in the campus are certified by Pollution Control Board.

o We have separate and systematic cycle, motorcycle and car parking area for students and staff that allows for free and convenient movement within the campus.

o The entire college campus has been declared a "No Smoking Zone" in order to keep staff and students healthy and away from the hazardous effect of passive smoking.

o Dry leaves and waste papers are not allowed to be put on fire. The leaves are buried in the pit and the papers are disposed off.

o We have recently started a Nature Club that deals with the natural surroundings and its habitat. They are also involved in the ecological concerns of the place and campus. Our club members including teachers and students and the NSS group are chalking out plans to campaign in the surrounding villages to make the villagers aware about the importance of forest, trees, and general hygiene in our daily life.

Plantation

The institution is aware of the eco-friendly environment around the campus in the context of global warming problems. So, we have started greening initiatives beyond the boundaries of our campus.

- Expenditure and expenses are incurred by the institution and personally by the teachers to keep the environment green.
- Since the college is blessed with a large campus which is open and not congested with brick and mortar, and is surrounded by tall trees that must have taken years to grow, it takes special care to look after these natural amenities and preserve them throughout the year.
- The college has appointed supportive staffs who work whole heartedly.
- A space has been specially allotted for plants of medicinal value and we are also clearing a part of our field for a kitchen garden.
- The Principal takes special care and has assigned responsibilities to the group to look after the growth of the plants, the garden and keep the college green and clean.

  The college organizes programmes like 'Banasrijan' every year on 15th August for planting new saplings and trees in and outside the campus. The local people as well as the teachers and students take part in this programme.
- During the current the college has, with the aid of the local Panchayat, planted about 100 saplings of trees under the MGNREG Scheme.

Hazardous waste management/ e-waste management.

The campus does not generate major e-waste. But still the college has an agreement with local hawkers and waste purchasers, who visit the college from time to time to collect the waste from the computer and other laboratories.

We also dispose the other waste materials in the dumping ground without causing much harm to the nearby locality.

Additional Details:

➢ "Health is Wealth" is one of the mottos of this institution. Hence the institution promotes the following:

(i) Well equipped Gymnasium and several indoor and outdoor sports facilities are available to the students and staff.

(ii) 'Yoga' classes have been arranged as an extra-curricular activity for the students and also for the staff.

❖ 'Visual pollution' is one of the main irritating issues for almost all the institutions. But P. N. Das College strictly and successfully maintains the disciplinary approach in this matter by prohibiting the posters and writing on the inner as well as outer walls of the college.

7.2 INNOVATIONS

7.2.1 Give details of the innovations introduced in the last four years which have created a positive impact on the functioning of the college.

The college has been scaling new heights for the last few years under the able supervision of the Principal and staff and active co-operation from students and the local bodies. The UGC funded amenities and the motivation and desire to improve and develop, has helped the college to adopt several steps towards innovations which help in self development as well as smooth functioning of the college. These innovations are mainly in academics, administration and imparting of knowledge and other works that helped to build the college as a whole.

The faculty experience greater joy and fulfillment in carrying out their teaching profession. Creativity, innovation, and novelty in the teaching-learning process have helped both the staff and students to enjoy their assigned tasks. The campus has become more lively and vibrant with enthusiastic and exuberant youth, ready to prove their worth.

Teaching:

- The College has introduced several innovations in academics, administration and other levels of functioning to foster global competencies among students and enable them to carve a niche for themselves in this fast changing educational scenario.

- Information and communication technologies are widely used by the teachers to make teaching more effective. The institution is of the firm belief that audio visual aids are the most enthralling and effective way of communicating the subject which is the reason why power point presentations are made on the all core aspects of the subject.

- IT has become the key interface between the College Office and Faculty and a good work culture has been implemented.

- Teaching strategy is designed to improve the participatory levels of students through the introduction of Group Discussion, quiz etc.

- The academic calendar of the College is scheduled and uploaded to optimize the learning skills of the students by incorporating substantial time frame for class room activities, and the co-curricular activities.

- Most of the students of the college hail from the backward classes of the society so the institution thinks that more care is needed for those students and that is why **Remedial coaching classes** have been introduced in the curriculum for the students apart from the regular classes.

  Apart from this the teachers regularly take special classes for students who are below average and have problems following lessons in the regular classes and also to compensate for the loss of classes caused by extraneous reasons like elections, etc.

- UGC sponsored free coaching classes, like '**Entry in Services**' have been introduced from time to time in the college premises for the local educated youths as well as the students of the college. The aim of this course is to bridge the gap

between job seeking and education. The course has received an overwhelming response from the students whose insights have been extended and brush up the skills developed, thereby enhancing their employability.

- Faculty members are frequently sent to Orientation Programmes or Refreshers Courses of various UGC-Human Resource Development Centres to learn effective teaching.

- The N - list of subscription of the library helps the teachers in preparing the effective content and context of the teaching material.

- LCD projectors have been installed to make ICT enabled class rooms. This has had a very positive impact on the teaching-learning process. It has also enabled the institution to organize a number of Seminars and other programs concurrently. The Seminars and Conferences have had a very positive impact on the teaching-learning processes in the Departments.

Learning Process:

- Introduction of Innovative ICT tools, keeping in view the paradigm shift in pedagogy from teacher-centric to learner-centric. Various faculty development programmes have been organized to orient and train the faculty in the latest advances on ICT based teaching-learning and e-content development.

- A learner-centric approach has been introduced to engage every student in self learning, peer learning, group learning and also for development of presentation skills.

- Science based subjects like Physics, Chemistry and Computer Science have been introduced in the college and will be started form the next session to enrich the knowledge and interest among the students.

- The library computers are integrated with sophisticated search engines like Google, Yahoo, Bing, so as to help the teachers in learning advanced concepts.

- Self learning is one of the best ways to learn any topic. In the college campus, the students are provided free Wi-fi facility to learn by self from different educational websites using computers, laptops or even using their own mobile phones.

- Needy students are always helped with study materials and books from the book bank.

- Efforts are made to enhance their attendance and pass percentage.

Evaluation Process:

- The College attempts to ensure the effective implementation of evaluation reforms by means of proposing new guidelines to teacher and students in the form of rules and regulations.
- The evaluation procedure is maintained by following the **academic calendar** which has been unitized by the college.
- Three formative evaluations and one preparatory assessment are done by every department, and pupils are shown the answer scripts to point out deficiencies. Model answers are often discussed for suggesting areas of improvements to the students.
- The institute monitors and evaluates the effectiveness of teaching by collecting student feed-back on every individual teacher.
- The institution subscribes to the notion that learning and evaluation should go hand-in-hand. Therefore, classroom tests are also considered to be the best mode of monitoring and evaluating the teaching learning process.
- The students who score a mark below average are directed to appear at the supplementary examinations.

Feedback mechanism:

➢ Students at various levels, especially the first year and the third year students give the feedback about the teachers. Students of all the departments are expected to do so for all the teachers concerned of their class.

➢ Informal interactions between the students and the teachers, HODs, Principal about issues pertaining to class, lessons, method or quality of teaching are also encouraged.

➢ Teachers are constantly encouraged and counselled by the departmental heads, and the principal regarding measures to improve the understanding of subject and teaching skills.

➢ There is also a feedback system about the service of the non-teaching staff and the Library, by the students and the guardians.

➢ Every year each of the departments holds a parent–teacher meeting after the first Class Test to discuss various problems regarding the learner and his college.

➢ This meeting is also concerned with the teachers' and the department's efforts, services and suggestions to make the teaching learning situation better and helps us to reach the required and desired benchmark.

Automation of Administrative Block:

The work culture of the administrative block has been re-established through the following initiatives taken by the college:

➢ The college has a computerized administrative block.

➢ Most of the staff members are provided with desktops along with internet facilities.

➢ The institution has procured a college management software. All the Departments are connected with broad band internet connectivity.

➢ The administrative staffs are provided formal training for developing skills in using computer for running the administrative job smoothly.

Library Automation:

➢ The college library is fully computerized.

➢ The KOHA Software is being used in the library.

➢ All the staff working in the library are computer literate.

➢ All the books have been brought under Bar-coding system.

➢ Internet broadband facility is extended to teachers & students free of cost.

➢ The central library provides a research and journal section for the teachers and students.

➢ Student and staff books issue/return are done by the library automation software.

➢ INFLIBNET N-list facilities etc. are available.

Streamlining Bank Operations:

The college has been able to provide the staff with the facility of a zero-balance bank account with a nationalized bank in the locality. This has made it easy for the staff to avoid any manual efforts on the part of the college office so that it can concentrate on other developmental aspects. The admission procedures are entirely done on on-line

methods, which include the collection of admission fees, buying forms etc, all done through network with the help of the bank.

Innovation to the social responsibility:

➢ Organizing Blood Donation Camps from time to time in the college campus.

➢ Organising different Health Awareness Programmes, viz. Cancer awareness, Thallassaemia awareness, Stress managements etc. in the college premises.

➢ Several awareness programmes are conducted by inviting the teachers and students of the local schools.

➢ Planning is in place to conduct such awareness programmes and programmes related to social amelioration at different places of the local area.

➢ Outreach programmes like Socio-Economic survey are arranged by NSS and by some Departments namely the Department of Economics, Department of Political Science and Department of Geography and provide necessary advices to the people who need them.

Research activities:

The college encourages the faculty members to engage in research as well as to enrich their research works. For this purpose the teachers engaged in research activities are allowed to leave the college after finishing the academic activities, if they need. The college has initiated steps to provide research incentives, like seed money, to the faculty from the college fund. Very soon the first volume of the college research journal having ISSN numbers is going to be published.

7.3   Best Practices

7.3.1 Elaborate on any two best practices as per the annexed format which have contributed to the achievement of the Institutional Objectives and /or contributed to the quality improvement of the core activities of the college.

The best practices in the institution have been promoted in full gusto. The institution has internalized the best practices in order to improve the functioning of the academic and administrative systems. The insistence on students' participation in academic and administrative

matters has improved the quality of the education and administration in the college. The students come forward to maintain the best practices evolved through academic and administrative systems. The administration in the institution is maintained by the involvement of the staff at every level. The pedagogic activities are improved, upgraded and the teaching-learning situation is highly supported by technology and innovative teaching methods. The examinations of the college and the University are held quite smoothly by the active participation of the staff.

Best Practices:

Best Practice-1

1. **Title**: Automation of the Administrative section and the Library:

2. **Goal:**

   The global scenario, today, is based on fast technology and digitization. Information is received, disseminated and available at a click of the mouse. The key words are 'speed and accuracy'. Thus it is imperative that we should also work towards this global development and introduce our staff and students to this kind of technology and progress. All of us are accountable for optimal utilization of technology and to serve the society better. The college aspires to use technology to provide easy and secure service to all the stakeholders by way of computerization of the administrative block and the Library.

   Moreover, the institution has always endeavoured to run the administration in a hassle-free and transparent manner. In order to ensure this, the college promotes maximum participation in administrative affairs and creates an environment conducive to discussion and exchange of ideas. Exchange of ideas with the help of automation breeds innovative and fruitful strategies which are helpful for administrative purpose.

3. **The context:** No institution can flourish if there is malfunctioning in administrative activities. The college believes that the administration must be prompt and transparent in its functioning. It is one of the prime requisites of development of administrative block for quality governance.

   The college had been following the age old pattern of working manually in the office. So the management and the head of the institution strongly decided to take stringent measures to introduce the technological world to the administrative set up. At the same time, the college library was gasping with a huge volume of books

without having a systematic and proper arrangement due to lack of skilled man power. So it was desperately needed to be automated.

4. **The Practice:** P. N. Das College has always been known for smooth administrative functioning. In order to instil administrative efficacy, the college has implemented several devices.

➤ The first and foremost is involving the faculty in various administrative activities, as and when required. Apart from carrying out their academic responsibilities, the experienced teachers jolly well shoulder the administrative duties. As a result, there is complete co-ordination and harmony in the functioning of the college.

➤ Earlier, the admission of the new students in every academic year used to pose a major problem. For the last few years, the hazard has been swept away by the implementation of Management software. This has been a great success for smooth functioning of the administration. Moreover, from the current academic year, the entire admission process has been done online, thereby ensuring a hassle-free, transparent, and smooth admission for the entrants.

➤ Most of the office staffs have been provided a personal desktop or laptop for immediate administrative activities and as a result the work culture of the office is now very healthy.

➤ Besides, the central library has also been updated through the use of library software KOHA. All these implementations have ensured total transparency in college administration.

5. **Evidence of Success:**

➤ The college has always been known for quality governance. All the administrative activities have resulted in smooth running of the college. That there has not been a single untoward incident in the college, speaks volumes of its administrative expertise.

➤ The college is free of ragging and has never seen an atmosphere of unrest or infighting among students and hence a healthy atmosphere always prevails in the college campus.

➤ Earlier, the account maintenance was very cumbersome to manage. The college had to face long queues of the students who assembled for fees deposit at the time of admission and filling up forms for University examination. Now the things have been smoothed out and easy to manage.

- There has been no grievance registered regarding the admission process during the current year, including the transparency in the preparation of Merit List and long waits in queues or ill-treatment from any quarter at the time of admission.

- Side by side, through computerized access system in the central library, it becomes very easy to know the availability of books without going to the rack. Students have found finding books much easier.

- With the automation of accounts the Audit of accounts are up-to-date.

6. Problems encountered and Resources Required

- We face the problems in terms of unskilled staffs who are very much in panic in using software to maintain students profile as well as accounts. So the management initiated a well planned training programme with the help of the computer experts to make the staff expert in all spheres of administrative work.

- There has been a shortage of staff in the college and the matter has been reported to the authority.

- Better infrastructure is need in the college with a good number of computers, printers, standing alone system and the college authority already applied for those to the State Government, since the college fund is inadequate in this respect.

Best Practice-2

1. Title:

Enhancement of the quality of games and sports under the department of Physical Education and introduction of the various coaching classes improving the scope of jobs for students.

2. Goal:

The main objective of the institution is to transform the students into well meaning citizens through the committed pattern of instructions based on carefully prepared and well designed curricular activities and aspects. The changing needs of the time are the basis for building a rich corpus of talent. The college aspires to have transformational impact on students through comprehensive education, and Physical Education through Games and Sports, by inculcating qualities of competence, confidence and excellence. The institution aspires to instil scientific zeal and develop skilled human resources to face contemporary challenges. The college has been facilitating young learners with opportunities to hone their leadership qualities. Sensitizing learners towards inclusive

social concerns, human rights, gender and environmental issues is also the mission of the institution.

Since the inception of P.N. Das College, the institution has been serving as an institution of higher education in West Bengal. There are reservation policies of the government for boosting the backward classes of the nation since independence. Our institution is situated in the panchayet area and specially serving the backward classes. As an institution, we have the responsibility to look after the students and educated youths belonging to the backward classes for their upliftment by optimal utilization of the resources provided by the government.

3. The Context

The college, over its long history of six decades, has created a niche for itself in the academic, extra-curricular and sports fields. These achievements are surely enough in themselves to boast of the name and the fame the college is enjoying. Still the college was facing certain challenges in this area which were of utmost importance.

The college, in the academic field, introduced games and sports as one of the main curriculum subjects in the classrooms as well as outside in the grounds of the institutions and even beyond our campus. Most of our students come from the rural background and they come with the skill of different games and sports. The college too has a history of projecting champions who have represented the state and district. The college is proud to have such a vast rolling green ground and open space for enhancing the skill of games and sports in our students and successfully holding classes for these students in the department and outside too. Department of Physical Education is run by a full time teacher and able supervisor and physical instructor. This helps the SC/ST/OBC/Minority/non-creamy layer of the society to boost up their progress and establishment in future. The students of the college are given extra coaching free of cost by addressing their problems. Their skills are sharpened and chiselled keeping in view the patterns of the final examinations as well as the various competitions and participations in inter-college, inter-state and even All India Inter-University competitions. They are given practices and coaching as prepared by the expert faculty. This has helped them to attain their targets in a better way.

4. The Practice

The college has very good track record in games and sports for last few decades. The college produced a number of talented athletes and champions who have made marked success in the field of games and sports.

❖ In 2011-2012 we were champions in football, volley ball, javelin and Discuss throw at the university level, and even in item at the All India University level.

❖ In 2012- 2013 the students did very well in games and sports in the district and even state level.

❖ In 2013-2014the college got its trophy for being ranked 6th and 1st in Athletics in the All India University level.

❖ In 2014-2015 the college won a number of trophies in the inter-college competitions, inter-university competitions and other state level competitions.

Yet the students who were coming from under-privileged back ground were facing a lot of trouble doing well in the curriculum and securing jobs in its context. The needy ex-students were frustrated at not being able to get any chance to get a good job without a good and proper guidance and good projections of their skills.

o The college then introduced the various schemes like special coaching classes, regular gym classes with proper instructors, regular Yoga classes, regular participation in competitions in the State and outside the State too, coaching classes for applying for various jobs in this regard, projecting the champions for government jobs in Sports quota.

o An Indoor Sports Complex is being constructed for practices of different kinds of games and sports. It will maintain and consolidate the indoor games infrastructure.

o Needy students are not only provided with games kit but also monetary help for participation and other amenities.

o The students are given extra coaching, free of cost, in all the areas of games and sports in general and for competitive participation and jobs. The college has extended full support for these students to succeed and prosper in their skills in sports activities.

5. Evidence of Success

The students were facing a lot of problem in games practices and ex- students of this rural area were in great trouble to make themselves compatible for job in the global market. The college was finding it hard to control the dropout rate and the failure of these highly skilled and talented youth of this rural zone to participate in the global job market. Before the commencement of our different schemes, practice sessions, yoga sessions and classes in games and sports, the athletic youth of this area would

have to go to Kolkata, and other areas to avail the same which was too costly for them. The Physical education classes and different practice coaching sessions came as a boon for such students. The students are now finding it easy to combat the problems they were facing and many of the ex-students were able to get jobs. They have had success in various competitions in and outside the college. The college is proud to have these champions as our students.

6. Problems encountered and Resources Required

The Physical education and special coaching classes and gym and yoga coaching programme run before and after college hours poses a problem for students in terms of communication because it is a college in a rural zone. Especially in athletic coaching there is a problem to get expert professionals since it is far away from Kolkata and other more urban locality.

The resources required for the Sports and Games classes and equipments and technology supported classrooms are granted by the State and the college itself. We have purchased books, photocopier machine, and printer, computers, Gymnasium equipments, Sports Kit, Dresses, Shoes, from the State grants and College funds. However, more fund and policy decision on the part of the government to absorb greater number of athletes and players in government sector is required to promote sports activities further.

Contact Details

Name of the Principal	: Dr. Sharmila De
Name of the Institution	: P. N. Das College
City	: Santinagar, Palta, North 24 Pgs
Pin Code	: 743122
Accredited Status	: Applying for 1st Cycle
Phone (O)	: 033-2592-1327
Mobile	: 9748329535
Website	: www.pndascollege.in

EVALUATIVE REPORT

OF THE

DEPARTMENTS

DEPARTMENT OF ENGLISH

1. Name of the department : **Department of English**

2. Year of Establishment : **1962**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**

4. Names of Interdisciplinary courses and the departments/units involved: **NA**

5. Annual/ semester/choice based credit system (programme wise): **Annual**

6. Participation of the department in the courses offered by other departments: **Yes**.

   = **Department of Bengali**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NA**

. Details of courses / programmes discontinued (if any) with reasons: **N.A**

9. Number of Teaching posts

Post	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	0	0
Asst. Professors	2	2
Government Aided Permanent Part Time Teacher	0	0
Management Appointee Permanent Part-Time Teachers	2	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,

Name	Qualification	Designation	Specialisation	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Suman Ranjan Bandyopadhyay	M.A.	Assistant Professor	Contemporary English	15	NIL
Kakoli Sen Banerjee	M.A.	Assistant Professor	English Language Teaching	13	NIL

Mrittika Malakar	M.A.	Mgt. Appointee PTT	ELT & Drama and Theatre Arts	02	NIL
Oindrila Sengupta	M.A.	Do	Modernism & Post Modernism	01	NIL

11. List of senior visiting faculty:

  i. **Dr. Soumitra Sreemani, Retired Associate Professor, History, P.N. Das College,**
  ii. **Prof. Sravasti Chattopadhyay, Associate Professor, English, Mahadevananda**

   Mahavidyalaya,

  iii. **Dr. Subhbrat Sarkar, Asst. Professor, English, Rishi Bankim Chandra College.**

12. Percentage of lectures delivered and practical classes handled (programme wise)

   by temporary faculty: 1%

13. Student -Teacher Ratio (programme wise):

	2011-2012	2012-2013	2013-2014	2014-2015
ENGA	32:1	22:1	22:1	23:1
ENGG	61:1	56:1	57:1	32:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **NIL**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG**: PG-04**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received. **UGC 01. MRP by Kakoli Sen Banerjee.**

   Total fund. Rs. 1,50,000.

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **N.A**

18. Research Centre /facility recognized by the University: **NA**

19.   Publications:

a) Publication per faculty of   Prof. Kakoli Sen Banerjee.

Sl No.	Type of Publication	Details of publication	ISBN/ISSN. No. of the journal /books.
1.	Chapters in knowledge based volume.	Post graduate study material for M.A. NSOU paper 6. Module 1 and 2. Dec. 2011.	2 chapters
2.	Article	'Class and gender in Jane Austen'	Journal. Mrinalini Dutta Mahavidyapith.
3.	Article	Time and Narrative in Anita Desai.	Journal. Women's Christian College.
4.	Article	Culture and context in language "towards autonomy"	International Journal. American Center and Bangabashi college.
5.	Article	'Teaching Texts and after Texts" Research journal of social Sciences and Humanities. Vol-11 no. 2	ISSN 0996-231X
6.	Articles	Accepted. Nos.2	

List of Publication of Prof. Suman Ranjan Bandyopadhyay

One chapter in Study material of NSOU, M.A in English.

List of Publication of Mrittika Malakar.

Sl. No.	Type of Publication (Research Article/ Survey/ Book)	Details of Publication	ISBN/ISSN Number of the Journal/Books
1.	**Research Article**	**"Bhatparar Chatuspathi" in _Itihas O Sanskriti_ ,** A compilation of research papers read in the seminar of Paschimbanga Anchalik Itihas o Lokosanskriti Charcha Kendra. Volume 1. Edited by Mayukh Das, 2015, Kolkata	**ISBN-978-81-926316-2-2**
2.	**Translation**	**'Sanjhbati' in _Escra_, Vol-21 No-2,** Edited by Pragati Maity. October,2014, Kolkata	**ISSN-2348-6279**
3.	**Translation**	**'Agrasan' _Escra_, Vol-22 No-2,** Edited by Pragati Maity October,2015, Kolkata	**ISSN-2348-6279**

Number of publications listed in International Database (For e.g., Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)   **N.A**

∗   Monographs   -   **N.A**

∗   Chapter in Books   -   **03**

* Books Edited   -   **N.A**

* Books with ISBN/ISSN numbers with details of publishers -   **04**

* Citation Index   -   **N.A**

* SNIP   -   **N.A**

* SJR   -   **N.A**

* Impact factor   -   **N.A**

* h-index   -   **N.A**

20. Areas of consultancy and income generated.

Kakoli Sen Banerjee, Examiner under the Cambridge University, for students of IELTS, Business English. Member Of British Council .

Suman Ranjan Bandyopadhyay was appointed Chairman's Nominee and Subject Expert in English of the Interview Board of the West Bengal Madrasah Service Commission.

Both Suman Ranjan Bandyopadhyay and Kakoli Sen Banerjee have served the West Bengal School Service Commission and the West Bengal Madrasah Service Commission as Evaluators.

21. Faculty as members in

     a) National committees b) International Committees c) Editorial

   Boards….   **N.A**

22. Student projects

     a) Percentage of students who have done in-house projects including inter departmental / programme :   **NIL**

   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : **N.A * The department has no formal record.**

23. Awards / Recognitions received by faculty and students:

     1) **Kakoli Sen Banerjee- first prize and scholarship from English Speaking community, Kolkata, under the patronage of the Commonwealth.**
     2) **Mrittika Malakar- National scholarship to the young Artists in different cultural field, subfield. Field of Folk and indegenious Art:awarded by ministry of culture.**

24. List of eminent academicians and scientists / visitors to the department**:**

   i.   **Prof. Jayati Gupta, Ex-HOD, English, WBSU.**

   ii.   **Prof. Debarati Banerjee, Professor, English, Visva Bharati University**

  iii.   **Dr. Indrani Chaudhuri, Dept. of English, Vidyasagar University**

   iv.   **Prof. Sipra Mukherjee, Professor, WBSU**

   v.   **Dr. Chandrava Chakraborty, Dept. of English, WBSU**

   vi.   **Dr. Sarmistha Chatterjee Srivastava, Dept. of English, Aliah University**

  vii.   **Prof. Arpita Banerjee, Ex-Reader, Institute of English, Kolkata.**

  25. Seminars/ Conferences/Workshops organized & the source of funding:

a) National: UGC Sponsored National Seminar on b) International.

The department organized a State level seminar, UGC sponsored-

Title- Narrative, Narration and a quest for identity in Indian Writing in

English. (2011)

26.   Student profile programme /course wise:

Name of the Course/programme (refer question no. 4)	Applications received		Selected		Enrolled		Pass %	Pass%
	ENGA	ENGG	ENGG	ENGG	*M	* F	ENGA	ENGG
2014-15	43	24	37	19	28	28	100	78.72
2013-14	40	79	40	63	65	38	90.90	80.64
2012-13	59	74	37	57	39	55	94.11	100
2011-12	50	77	29	73	33	69	100	90.32

*M = Male   *F = Female

27.   Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG ENGA	100%	NIL	NIL
UG ENGG	100%	NIL	NIL

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Students of our department have cleared NET, SLET:--01 (NET- Sharanya Datta, June, 2012)

Students of our department have cleared SSC exams. :- 25 students. * The rest are not known by the department, since no formal record was maintained.

29. Student progression

Student progression	Against % enrolled
UG to PG	43.5%
PG to M.Phil.	N.A *
PG to Ph.D.	1%
Ph.D. to Post-Doctoral	NIL
Employed • **Campus selection** • **Other than campus recruitment**	A number of students from this course. The department has no formal record
Entrepreneurship/Self-employment	A number of students from this course. The department has no formal record

30. Details of Infrastructural facilities a) Library**: Yes, the College has a well equipped library with a large number of books in various subjects. The department of English has a large number of books in the Central library. The departmental library is very well equipped and students are allowed to refer and borrow books from the department.**

b) Internet facilities for Staff & Students: **Yes, The department has its own resources, like laptops and access to the internet along with other Software, CDs, Pen drives etc.**

c) Class rooms with ICT facility: **Yes, The department of English is fitted with ICT facility, since this department has regular PPT classes and audio- visual classes.**

d) Laboratories: **N.A.**

31. Number of students receiving financial assistance from college, university, government or other agencies **:   Girl students receive financial assistance under the "Kanyasree Scheme ". SC, ST, Minority group of students also receive the financial assistance.**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts**.**

 At present the department has begun to arrange these programmes.

33. Teaching methods adopted to improve student learning

The department of English has adopted different methods of teaching, learning sessions in order to develop effective learners. Lectures are imparted, along with PPT sessions, audio-visual classes, projects and presentations. Guided Library work and guiding and helping weak students or students who may not have access to study material, access to the internet and other amenities since many belong to the economically backward part of this area.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Students participated in the Thalessemia awareness, cancer awareness,

Aids awareness.

Suman Ranjan Bandyopadhyay, HOD, has received certificate of Appreciation from the Geriatric Society of India, Barrackpore Chapter, for his contribution towards the society.

Suman Ranjan Bandyopadhyay, HOD, has been working as a voluntary blood donor and organizer of Blood Donation Camps for the last 12 years. He has also voluntarily donated blood at least once every year for the last 10 years.

Suman Ranjan Bandyopadhyay, HOD, has been a member of the Women's Grievance Redressal Committee of the Eastern Region of the Life Insurance Corporation of India.

35.   SWOC analysis of the department and Future plan

STRENGTH	- Dedicated Faculty - Personal mentorship. - Healthy Student-Teacher Ratio. - Use of Audio- visual aids, ICT classrooms, and classrooms fitted with smart board. - Serving the student community of a backward area and extending guidance and help for their upliftment.
WEAKNESS	- Disadvantage of a remote location. Difficulty to commute until very recently. - Shortage of qualified and experienced teaching staff. - Inadequate number of books in the departmental library. - Dearth of quality students. Most students come from Bengali medium background. - The remoteness of the parent university and the poor intake capacity at the PG level responsible for migration of students to adjacent universities like Calcutta University and Kalyani University.
OPPORTUNITIES	- Introduction of a comprehensive Teacher-exchange programme. - Organization of greater number of students' seminars to showcase their skills. - Increasing the number of faculty members and the number of classes allotted. - To reach out to the disadvantaged section of the locality with the Communicative English/Spoken English Course.

CHALLENGES
- To increase the number of classes.
- To cover the entire syllabus within the stipulated time frame.
- To make the classes more learner-centric and learning more enjoyable.
- To help students from economically weaker section overcome the financial handicap and compete with the others.
- To better the university results of the students.
- To encourage students to visit the library more frequently.

FUTURE PLANS
- Enrichment of the Departmental Library.
- Increase in the number of qualified and experienced teachers.
- Strengthening of the teacher exchange programme.
- To increase the number of classrooms.
- To increase the research activities of the faculty members.
- To introduce a departmental journal.

DEPARTMENT OF BENGALI

1.   Name of the department : **BENGALI**
2.   Year of Establishment : **1962 , HONOURS IN BENGALI - 1996**
3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)   ;**UG**
4.   Names of Interdisciplinary course and the departments/units involved : **NIL**
5.   Annual/ semester/choice based credit system (programme wise) : **ANNUAL**
6.   Participation of the department in the courses offered by other departments : **NIL**
7.   Courses in collaboration with other universities, industries, foreign institutions, etc.**NIL**
8.   Details of courses / programmes discontinued (if any) with reasons: **NIL**
9.   Number of Teaching posts

Post	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	02	02
Asst. Professor	NIL	NIL
Management Appointee Permanent Part Time Teachers	03	03
Government Appointed Permanent Part-Time Teachers	NIL	NIL

10.   Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Basumita Tarafdar	M.A. Ph.D	Asssociate Professor	Rabindranath	**28**	**0**
Dr. Sakhawat Hossain	M.A.,Ph.D	Asssociate Professor	Folklore	**21**	**0**
Dr. Patralekha Nath	M.A.Ph.D	Management Appointee Teacher	Folklore	**5**	**0**
Saptarshi Maity	M.A, Involved in Research work	Management Appointee Teacher	Fiction	**5**	**0**
Avishek Gupta	M.A., M.Phil	Management Appointee Teacher	Medieval Literature	**4**	**0**

11.   List of senior visiting faculty:
     1) DR. SATRAJIT GOSWAMI, Associate Professor, R.B.C College for women
     2) DR. SOMA BHADRA ROY, Assistant Professor, Mahadevananda College

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **NIL**

13. Student -Teacher Ratio (programme wise):

Programme	Academic Session	Student : Teacher Ratio
BA General/ Hons	2011-12	321:1
	2012-13	307:1
	2013-14	253:1
	2014-15	230:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / .
    Ph.D - 03
    M.Phil - 01
    PG - 01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **None**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received **NIL**

18. Research Centre /facility recognized by the University **NIL**

19. Publications:
    * A) Publication per faculty
    * B) Number of papers published in peer reviewed journals (national / international) by faculty and students Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

       C) Monographs
    * D) Chapter in Books
       E) Books Edited
    * F) Books with ISBN/ISSN numbers with details of publishers
    * G) Citation Index
    * H) SNIP
    * I) SJR
    * J) Impact factor
    * K) h-index

NAME	A	B	C	D	E	F	G	H	I	J	K	L
BT	7											
SH	3			5								
PN	2			4	1							
SM	2											
AG	1											

20. Areas of consultancy and income generated **NIL**

21. Faculty as members in

a) National committees

b) International Committees

c) **Editorial Board- Dr.Basumita Tarafdar, is a member of editorial board of the college journal.**

  Dr. Sakhawat Hossain is also the member of the college editorial board and co-editor of "Oitizhya`(journal of Folklore)

  Dr. Patralekha Nath is a member of editorial board.

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental / programme: **NIL**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **The department has no formal record**

23. Awards / Recognitions received by faculty and students:

  Dr.Sakhawat Hossain: "Sanghoti Puroskar" and "Souhardo Puroskar" by Bulbul Patrika.

  Dr.Basumita Tarafdar: Best Actress award

24. List of eminent academicians and scientists / visitors to the department

1. DR. BARUN KUMAR CHAKROBARTY- K.U.

2. DR. AMIITRA SUDAN BHATTACHARYA- VISHWA BHARATI

3. DR. DEBOLINA SHETH- R.B.U

4. DR. SRABONI PAL –R.B.U

5. DR. MOHINI MOHAN SARDAR- W.B.S.U

6. PROF. PRANAB DASGUPTA- TRIPURA COLLEGE

7. DR. SUBODH SARKAR (POET)- CITY COLLEGE
8. DR. SATRAJIT GOSWAMI –R.B.C COLLGE FOR WOMEN

25. Seminars/ Conferences/Workshops organized & the source of funding

  a) National
  b) International
  c) State Level -   **20th JANUARY 2012 (UGC funding)**

26. Student profile programme / course wise:

Name of the Course / Programme (refer question no. 4) PART-I	Applications received	Selected	Enrolled		Pass percentage PART-111
			*M	*F	
B.A.-2011-2012(H)	80	50	18	32	100%
B.A.-2011-2012(G)	364	364	235	129	92%
B.A.-2012-2013(H)	58	48	11	37	100%
B.A.-2012-13(G)	297	297	153	144	93%
B.A.-2013-14(H)	49	39	06	33	100%
B.A.-2013-14(G)	269	269	148	121	95%
B.A.-2014-15(H)	38	38	08	30	100%
B.A.-2014-15(G)	311	311	166	145	95%

*M = Male   *F = Female

27. Diversity of Students NIL

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Honours in Bengali	100%	0%	0%
BA General	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?
=APPROX 100 STUDENTS IN FIVE YEARS

29. Student progression

Student progression	Against % enrolled
UG to PG	2011-12= 60% 2012-13= 60% 2013-14= 62% 2014-15= 62%
PG to M.Phil.	No Reports

PG to Ph.D.	2011-12= 1 student 2012-13= 1 student 2013-14= 1 student 2014-15= 1 student
Ph.D. to Post-Doctoral	None
Employed • **Campus selection** • **Other than campus recruitment**	Approx 20 students are employed in various sectors within five years
Entrepreneurship/Self-employment	Approx 100 students are Self-employed

30. Details of Infrastructural facilities
     a) Library - **College has an enriched central library. In the central library there are 1385 books for Bengali Department. Apart from the central library the department has its own library which is quite rich in collection of books and journals. There is internet facility in the college library.**
     b) Classroom with ICT facilities: The department has its own resources like laptops as well as the college has four common ICT classrooms. The department uses these facilities as required.
     c) Laboratory**: NA**

31. Number of students receiving financial assistance from college, university, government or other agencies:
Most of the students get Scholarships from Social Welfare Department," Kanyashree Prokalpa", S.C ,S.T and other minority stipends from government. As well as the college provides financial support to some economically weak students as much as possible.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts. **For the enrichment of students the Department has arranged special lectures, seminars with internal and external experts**.

33. Teaching methods adopted to improve student learning
The department has adopted different methods to improve student learning.
     a) They are Lecture mode, student-teacher inter-active learning, P.P.T session, boardwork / projects/ presentation by the students.
     b) Students are encouraged to collect their study materials and, notes from their teachers.
     c) The department uses audio-visual aids of teaching

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
The department takes part in all ISR and extension activities undertaken by the college as a whole but not as a single dept.

35. SWOC analysis of the department and Future plan
Strength :
- Quality teachers and some interested students are the strength of the department.Results of the department are remarkably well. Swaraj Das, a student of Bengali Department stood 3rd in the University Examinations in 2005. In 2006 Moumita Saha stood 1st class 1st in the University Examinations.
- Faculties have organizing abilities, leadership qualities and writing skill. The department

takes leading role in every cultural activities such as Tagore`s birth day , Teachers day, International mother-language day, College Social, College Foundation day celebration etc.

- Departmental wall magazine is published regularly.
- Teacher- student relation is healthy.
- Students are taken on Educational tour every year.

Weakness :
- Inadequate infrastructure and departmental rooms.
- Student-Teacher ratio is poor compared to other courses
- Number of enrolled students not sufficient.
- Lack of communication.

Opportunity :
The department wants to
- make students capable of taking up higher studies.
- Promote participation in interdisciplinary courses.
- Organize national/International seminars/workshops.
- Undertake Major /Minor projects.
- Undertake departmental projects.

Challenge :
- The college is located in S.C and other minority area .Most of the students come from economically backward class as well as most of them are first generation learner. Faculty members try to their best to qualify them.
- To improve the result of the students .

Future plans:

The department has the following future plans:

1. Introduction of Post Graduate Course.
2. To generate fund and start departmental book bank for the economically weak student.
3. Opportunity for campus recruitment.
4. Regular workshop.
5. To promote computer learning.

DEPARTMENT OF HISTORY

1.   Name of the department: **Department of History**

2.   Year of Establishment: **General-1962, Honours- 2001-02**

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG (Honours, General course)**

4.   Names of Interdisciplinary courses and the departments/units involved: **None**

5.   Annual/ semester/choice based credit system (programme wise): **Annual**

6.   Participation of the department in the courses offered by other departments: **Nil**

7.   Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**

8.   Details of courses/programmes discontinued (if any) with reasons: **Nil**

9.   Number of Teaching posts

	Sanctioned	Filled
Professors	0	0
Associate Professors	1	1
Asst. Professors	1	0
Management Appointed Permanent Part Time Teacher	2	2

10.   Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sanjib Kumar Dhar	M.A., B. Ed.	Associate Professor	Art & Archaeology	25 Years	0
Sayan Choudhury	M.A.(Double), B. Ed.	Management Appointee Part Time Teacher(Permanent)	18th Century India	4 Years	0
Tapoti Das	M.A. B. Ed.	Management Appointee Part Time Teacher(Permanent)	History of South Asia	Less than 1 Year	0

11.	List of senior visiting faculty: **None**

12.	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **Nil**

13.	Student -Teacher Ratio (programme wise):

Programme	Academic Session	Student : Teacher Ratio
B.Sc./BA General/Hons	2011-12	286:1
	2012-13	292:1
	2013-14	274:1
	2014-15	183:1

14.	Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**

15.	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **PG: 3**

16.	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17.	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **None**

18.	Research Centre /facility recognized by the University: **None**

19.	Publications:
*	a) Publication per faculty

Sayan Choudhury:

1	*Santipurer Nilkuthi : Ekti Oitihasik Bibartan* **(Indigo Factory of Santipur : A Historical Evolution) Anchalik Itihas o Tar Upadan edited by Soumitro Srimani, Aruna Prokasani, Kolkata, June 2012.**	ISBN 978-93-80755-20-5
2	*Prachin Bharoter Bratyo Narider Itihas* (Marginal women in Ancient India) Goragangni Sixth Edition, Goragangni Sahitto Porisod, Editor Dinobondhu Biswas, April 2015.	ISSN: 2320-2637.

* Number of papers published in peer reviewed journals (national / international) by faculty and students: **0**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **0**
	*	Monographs: **Nil**
	*	Chapter in Books: **Nil**
	*	Books Edited: **Nil**
	*	Books with ISBN/ISSN numbers with details of publishers: **Nil**
	*	Citation Index

* SNIP
* SJR
* Impact factor
* h-index

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

   a) National committees b) International Committees c) Editorial Boards…. **Nil**

22. Student projects

Percentage of students who have done in-house projects including inter departmental / programme: **Nil**

Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **Nil**

23. Awards / Recognitions received by faculty and students: Sanjib Kumar Dhar – Awarded Lieutenant Rank after completion of Army Officer Training at Kamtee in 1996

24. List of eminent academicians and scientists / visitors to the department:
   a) Rabi Ranjan Chatterjee, Minister, Govt. of West Bengal
   b) Manju Chattopadhyay, Persident, Paschimbanga Itihas Samsad.
   c) Ashok Ranjan Thakur, Vice Chancellor, W.B.S.U.
   d) Ratan Lal Chakroborty, Former Prof., Dhaka University.
   e) Anita Bagchi, N.B.U.
   f) Rubi Maloni, Mumbai University.
   g) Sujata Mukhopadhyay, R.B.U.
   h) Chittaranjan Misra, Rajsahi University, Dhaka.
   i) Sabyasachi Chattopadhyay, Secretary, Paschimbanga Itihas Samsad.

25. Seminars/ Conferences/Workshops organized & the source of funding

   a) State: U.G.C. sponsored State Level Seminar: **Sources of Local History (26th November, 2011.)**

   b) National: **Nil**

   c) International: **Nil**

26. Student profile programme / course wise:

Name of the Course/programme (refer question no.4)		Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
UG Honours	2011-12	27	27	7	8	100 %
	2012-13	19	19	5	8	100 %
	2013-14	11	11	4	5	100 %
	2014-15	9	9	3	5	100 %
UG General	2011-12	464	464	292	159	72.94%
	2012-13	327	327	150	166	93.7%
	2013-14	358	358	217	131	81.8%
	2014-15	309	219	117	67	95.8%

*M = Male   *F = Female

27. Diversity of Students: None

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BA(Honours)	100%	0	0
BA(General)	100%	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?

    =   **5**

29.   Student progression: The college has no record.

Student progression	Against % enrolled
UG to PG	15.5%
PG to M.Phil.	RECORD NOT AVAILABLE
PG to Ph.D.	RECORD NOT AVAILABLE
Ph.D. to Post-Doctoral	RECORD NOT AVAILABLE
Employed	RECORD NOT AVAILABLE
Campus selection	
Other than campus recruitment	
Entrepreneurship/Self-employment	RECORD NOT AVAILABLE

30.   Details of Infrastructural facilities

   a) **Library**: Apart from the central library the department has its own library which is quite rich in collection of books and journals.

   b) **Internet facilities for Staff & Students:** The staff as well as the students of the dept. can avail the Internet facility in this department.

   c) **Classroom with ICT facility:** The dept. frequently uses the common classroom having ICT facility to take special classes for major students.

   d) **Laboratories**: Not required.

31.   Number of students receiving financial assistance from college, university, government or other agencies: **As most of the Students of our Department come from backward class community, they get scholarship from Social Welfare Department and Kanyashree Prokolpa. The College also provides concessions as much as possible according to their needs.**

32.   Details on student Enrichment programmes (special lectures / workshops /

seminar) with external experts: **Cancer Awareness Programme, Stress Management Programs, which have been held in the college as whole in the middle of the 2015.**

33.   Teaching methods adopted to improve student learning:

   a) Use of LCD projector in classrooms, students' seminar

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities:

The dept. takes part in all ISR and extension activities undertaken by the college as a whole but not as a single dept.

35. SWOC analysis of the department and Future plan:

Strength:.

  * The relation between student and teacher is very cordial.
  * Having sufficient number of important books &journals, internet facility in the Library to enrich the history students for better future.
  * Some students of History Department have been doing good result consistently both UG and PG level.

Weakness:
  * Inadequate infrastructure and lack of required no of permanent teachers.
  * Number of enrolled students is not sufficient.
  * Maximum number of students coming from economically poor backward class community.

Opportunity:

  * Have enough opportunity to provide students capable of competing for jobs and to open job oriented courses related to Various Services.

  * Apart from departmental curriculum the students can have N.C. C. training for any Defence service.

Challenge:

  * To meet the expenditure incurred every year in the department.
  * To motivate the local backward community people for higher education ensuring to provide Career counselling course for better future.

Future plans:

The department has the following future plans:

  * Up gradation of library facilities.
  * To construct a separate computer laboratory with number of Computers in the department.
  * To organize National/ International Seminars/Workshop.

DEPARTMENT OF POLITICAL SCIENCE

1. Name of the department : **Department of Political Science**

2. Year of Establishment: **1962. Honours: 2002**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**

4. Names of Interdisciplinary courses and the departments/units involved: **We plan to have some classes with History and Philosophy as we have some common topics in our syllabus.**

5. Annual/semester/choice based credit system (programme wise): **Monthly Test, Mid-Term Test**

6. Participation of the department in the courses offered by other departments: **NA**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NA**

8. Details of courses/programmes discontinued (if any) with reasons: **NA**

9. Number of Teaching posts

Post	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	1	1
Asst. Professors	1	1
Government Aided Permanent Part Time Teacher	2	2

10.   Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt.
/Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Sutapa Bhattacharya	M.A, Ph.D	Associate Professor	International Law and Organisation	18 Years +	NA
Dr. Thakurdas Tudu	M.A, Bed. Ph.D	Assistant Professor	International Relations	12 Years +	NA
Sukumar Sarkar	M.A	GAPPTT	Public Administration	13 Years +	NA
Sangita De	M.A	GAPPTT	International Development Studies	7 Years +	NA

11.   List of senior visiting faculty: **Nil**

12.   Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **NA**

13.   Student -Teacher Ratio (programme wise) :

Programme	Academic Session	Student : Teacher Ratio
B.Sc./BA General/Hons	2011-12	164:1
	2012-13	201:1
	2013-14	185:1
	2014-15	161:1

14.   Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**

15.   Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG :

=   **PG -2, Ph.D -2**

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received. : **Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

18. Research Centre /facility recognized by the University : **Nil**

19. Publications:

   ∗ a) Publication per faculty : two departmental write-ups in a year

   ∗ Number of papers published in peer reviewed journals (national / international) by faculty and students: Three

   ∗ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :nil

   ∗ Monographs :nil

   ∗ Chapter in Books :nil

   ∗ Books Edited :nil

   ∗ Books with ISBN/ISSN numbers with details of publishers :nil

   ∗ Citation Index :nil

   ∗ SNIP :nil

   ∗ SJR :nil

   ∗ Impact factor :nil

   ∗ h-index :nil

20. Areas of consultancy and income generated : **NA**

21. Faculty as members in

   a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects

   a) Percentage of students who have done in-house projects including inter departmental/programme : **Nil**

   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : **Nil**

23. Awards / Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists / visitors to the department : **Nil**

25. Seminars/ Conferences/Workshops organized & the source of funding

    a) National: UGC Sponsored National Seminar :Applied for

    b) International

Session	Name of the Course/ Programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
2011-12	B.A(Hons)	18	11	07	04	100%
	B.A(Gen)	165	158	100	58	85.2%
2012-13	B.A(Hons)	15	14	07	07	100%
	BA(Gen)	291	169	139	130	92.3%
2013-14	B.A(Hons)	06	03	02	01	100%
	B.A(Gen)	300	291	177	114	70%
2014-15	B.A(Hons)	05	03	03	00	100%
	B.A(Gen)	309	209	123	86	70%

26. Student profile programme/course wise:

*M = Male   *F = Female

27. Diversity of Students: **NA**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BA (Honours)	100%	NIL	NIL
BA (General)	100%	NIL	NIL
B.Sc. (General)	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

    * Several students have secured good government jobs but proper data is not available.

29.   Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M. Phil.	No data available
PG to Ph.D.	No data available
Ph.D. to Post-Doctoral	No data available
Employed • **Campus selection** • **Other than campus recruitment**	No data available
Entrepreneurship/Self-employment	30%

30.   Details of Infrastructural facilities

   a) Library: **Yes**

   b) Internet facilities for Staff & Students: **Yes**

   c) Class rooms with ICT facility: **Yes**

   d) Laboratories: **NA**

31.   Number of students receiving financial assistance from college, university, government or other agencies :

32.   Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

33.   Teaching methods adopted to improve student learning : **Class lectures, Board work, PPT, Quiz, Examinations**

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities: **NIL**

35.   SWOC analysis of the department and Future plan :

Strengths:-
Small numbers, close interaction with students, easy to identify weak students and help them, spacious surroundings.

Weakness:- Backward belt and hence lack of good schools, students also not comfortable with English, acute shortage of time for completion of syllabus. However we try our best to complete syllabus on time and classes are bilingual.

Opportunities:- College campus big, hence plenty of scope for development , congenial and peaceful atmosphere.

Challenges:- To motivate weak and disinterested students for proper attendance and result as many are first generation learners and come from poor families and have to engage in jobs, agriculture etc.

Future plans:-

1. Counselling and guidance to pass out students
2. Compulsory library attendance for each student
3. Peer group teaching
4. Project work for students
5. Motivation for social work like teaching cleanliness, personal habits and working towards moral upliftment of villagers
6. Special lectures by eminent teachers.

DEPARTMENT OF GEOGRAPHY

1.   Name of the department: **Department of Geography**

2.   Year of Establishment: **Honours - 2013**
                                General - 2004

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG (General and Honours) course**

4.   Names of Interdisciplinary courses and the departments/units involved

5.   Annual/ semester/choice based credit system (programme wise): **Annual**

6.   Participation of the department in the courses offered by other departments: **Nil**

7.   Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**

8.   Details of courses/programmes discontinued (if any) with reasons: **NIL**

9.   Number of Teaching posts

Post	Sanctioned	Filled
Professors	**0**	**0**
Associate Professors	**0**	**0**
Assistant professors	**1**	**0**
Government Appointed Permanent Part Time Teachers	**2**	**1**
Management Appointed Permanent Part Time Teachers	**1**	**1**

10.   Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1) Rajarshi Ghosh	M.SC.	Government Appointed Permanent Part Time Teacher	Cartography	7 Years	0
2) Surupa Sadhu	M.Sc	Management Appointed Permanent Part Time Teacher	Regional Planning	2 Years	0

11.   List of senior visiting faculty: **None**

12.   Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **Nil**

13.   Student -Teacher Ratio (programme wise):

Programme	Academic Session	Student : Teacher Ratio
B.Sc./BA General/Hons	2011-12	164:1
	2012-13	203:1
	2013-14	207:1
	2014-15	193:1

14.   Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**

15.   Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **PG: 2**

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **Nil**

17.   Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil (Applied for UGC MRP): **None**

18.   Research Centre /facility recognized by the University: **None**

19.   Publications:

∗   a) Publication per faculty :   **Nil**

∗   Number of papers published in peer reviewed journals (national / international) by faculty and students: **Nil**

∗ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.):

  ∗ Monographs: **Nil**

  ∗ Chapter in Books: **Nil**

  ∗ Books Edited: **Nil**

  ∗ Books with ISBN/ISSN numbers with details of publishers: **Nil**

  ∗ Citation Index

  ∗ SNIP

∗ SJR

∗ Impact factor

∗ h-index

20. Areas of consultancy and income generated: **Free academic consultancy is provided to the students who seek for.**

21. Faculty as members in

a)National committees b) International Committees c) Editorial Boards…. **Nil**

22. Student projects

    a) Percentage of Honours students who have done in-house projects including inter departmental programme and students of general course have done a project on plate tectonics, arsenic problem and ground water pollution in 50 years celebration of The College Establishment: **100 %**

    b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **Nil**

23. Awards / Recognitions received by faculty and students**: Nil**

24. List of eminent academicians and scientists / visitors to the department:
The department takes part in all ISR and extension activities undertaken by the College as a whole but not as a single department.

25.   Seminars/ Conferences/Workshops organized & the source of funding

    a) National: **Nil**

    b) International: **Nil**

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)		Applications received	Selected	Enrolled		Pass percentage In the final Examination
				*M	*F	
UG (General)	2011-12	92		63	29	95 %
	2012-13	101		57	44	95.65 %
	2013-14	95		42	53	90%
	2014-15	79		47	32	90%

*M = Male   *F = Female

27.   Diversity of Students :

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG (Honours and General)	100%	0%	0%

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

29.   Student progression: The college has no record.

Student progression	Against % enrolled
UG to PG	5%
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed Campus selection Other than campus recruitment	NA
Entrepreneurship/Self-employment	

30.   Details of Infrastructural facilities

 a) Library:

   The department has a departmental library from 2010-11 sessions with a good number of Honours and General Course Books.

 b) Internet facilities for Staff & Students:
   The staff as well as the students of the dept. can avail the Internet facility in this department.

 c) Classroom with ICT facility:
   The dept. frequently uses the common classroom having ICT facility to take special classes for major students.

 d) Laboratory: The department has one separate Laboratory for practical purpose.

31.   Number of students receiving financial assistance from college, university, government or other agencies : **A good number of students receives Government stipend and grant. The College also provides financial aid to economically backward students.**

32.   Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: **The Teacher have done a seven days work shop and training programme on QGIS Software and remote sensing at Vivekananda College in collaboration with West Bengal State University.**

33.   Teaching methods adopted to improve student learning:
   1. Use of LCD projector in classrooms, students' seminar.
   2. Using Internet during learning session.

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities:
   The department takes part in all ISR and extension activities undertaken by the college as a whole but not as a single department.

35.   SWOC analysis of the department and Future plan:

Strength :
- Quality teachers and some interested students are the strength of the department.
- Faculties have organizing abilities, leadership qualities and believing in Students feedback.
- The students can avail wi-fi facility.
- The department uses ICT enable class rooms for teaching purpose.

Weakness :
- Inadequate infrastructure and lack of required no. of permanent teachers.
- Lack of technical staff.
- The departmental library is not up to the mark.
- The Teachers Students ratio is too low.

Opportunity :
The department can
- Produce students capable of competing for jobs and to open job oriented courses related to GIS and Remote sensing.
- Undertaking departmental projects.

Challenge :
- Renovation of the existing laboratory.
- To meet the expenditure incurred every year in the department.
- To construct more class room with ICT Facility.

Future plans:

The department has the following future plans:

* The college has got recognition of a full-fazed science course with the introduction of some new subjects including Physics, Chemistry and computer science. So in the near future the college is interested to introduce the Geo Physics and GIS and RS Courses

* Up gradation of laboratory facilities.

* Undertaking research projects related to local needs.

* Popularization of Geography various through various extension works.

* Extensive use of ICT facility in class rooms

* To construct a separate computer laboratory with number of Computers in the department (for GIS Lab).

* To organize National/ International Seminars/Workshop.

DEPARTMENT OF EDUCATION

1.   Name of the Department : **Department of Education**

2.   Year of Establishment: **Honours : 2013**
                                    General : 2003

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**

4.   Names of Interdisciplinary courses and the departments/units involved : **No**

5.   Annual/ semester/choice based credit system (programme wise) : **No**

6.   Participation of the department in the courses offered by other departments: **No**

7.   Courses in collaboration with other universities, industries, foreign institutions, etc.: **No**

8.   Details of courses/programmes discontinued (if any) with reasons : **No**

9.   Number of Teaching posts

Post	Sanctioned	Filled
Professors	**0**	**0**
Associate Professors	**0**	**0**
Asst. Professors	**1**	**0**
GAPPTT	**1**	**1**
MAPPTT	**2**	**2**

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Debosree Bhattacharya(Das)	**M.A**	**GAPPTT**	**Educational Technology and Management**	**6**	
Pritha Das	**M.A**	**MAPPTT**	**Educational Technology and Distance Education**	**2**	
Debalina Giri	**M.A, B.Ed**	**MAPPTT**	**Guidance and Counselling**	**2**	

11.   List of senior visiting faculty: **No**

12.   Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **None**

13.   Student -Teacher Ratio (programme wise)

Programme	Academic Session	Student : Teacher Ratio
BA General	**2011-12**	**529:1**
	2012-13	**434:1**
	2013-14	**376:1**
	2014-15	**303:1**

14.   Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**

15.   Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
                            PG -3

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received :
The department takes part in all ISR and extension activities undertaken by the College as a whole but not as a single department.

18.   Research Centre /facility recognized by the University : **Nil**

19.   Publications:

        ∗ a) Publication per faculty
Debosree Bhattacharya(Das)

1	**"Adhunik jibone projukti vidya o sishu bikash" –**	Accepted

∗ Number of papers published in peer reviewed journals (national /international) by faculty and students

∗ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

∗   Monographs :   **Nil**

∗   Chapter in Books :   **Nil**

∗   Books Edited :   **Nil**

* Books with ISBN/ISSN numbers with details of publishers : **Nil**

* Citation Index :   **Nil**

* SNIP :   **Nil**

* SJR: **Nil**

* Impact factor :   **Nil**

* h-index: **Nil**

20. Areas of consultancy and income generated : **Nil**

21. Faculty as members in
    a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme : **100% (for Honours student)**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : **Nil**

23. Awards / Recognitions received by faculty and students : **Students receive Scholarship from Social Welfare Department, Konyashree Prokalpa.**

24. List of eminent academicians and scientists / visitors to the department:
    Dr. Mani Sankar Roy, Dptt. of Education, Barrackpore Rastraguru Surendranath College

25. Seminars/ Conferences/Workshops organized & the source of funding a): **None**
    a) National
    b) International

26. Student profile programme/course wise:

Name of the Course/programme **(refer question no. 4)**	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2011-12(General)	404	393	211	182	66%
2012-13(General)	237	228	97	131	81%
2013-14(Honours)	13	13	3	10	Yet to appear in the final examination
2013-14(General)	193	186	74	112	92%
2014-15(Honors)	16	16	1	15	Yet to appear in the final examination
2014-15(General)	202	193	77	116	79%

*M = Male   *F = Female

27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A Hons in Education	100%	00%	00%
B.A General in Education	100%	00%	00%

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

The college has no data

29.   Student progression

Student progression	Against % enrolled
UG to PG	**NA**
PG to M.Phil.	**NA**
PG to Ph.D.	**NA**
Ph.D. to Post-Doctoral	**NA**
Employed - **Campus selection** - **Other than campus recruitment**	**NA**
Entrepreneurship/Self-employment	

30.   Details of Infrastructural facilities

     a) Library : **There is a facility of lending books for the students library classes are also there students have access to all books of the departmental library as well as the College library. Teachers also participate and guide the students.**

b)   Internet facilities for Staff & Students: **Yes**

c)   Class rooms with ICT facility: **Yes**

d)   Laboratories: **Yes (General Computer Lab)**

31.   Number of students receiving financial assistance from college, university,

Government or other agencies: **A good number of students receive Government stipend and grant. The College also provides financial aid to economically backward students.**

32.   Details on student enrichment programmes (special lectures / workshops / seminar) with external experts : **Occasionally the department of Education organizes departmental seminar where the students also participate.**

33.   Teaching methods adopted to improve student learning: **Class Room with ICT Facility**

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities
The department takes part in all ISR and extension activities undertaken by the College as a whole but not as a single department.

35.   SWOC analysis of the department and Future plan

Strengths:	**1. Good relationship with teacher and student.** **2. Highly motivated staff.** **3. Adequate number of books in the library.** **4. Computer lab facility with adequate number of computers.**
Weakness :	**1. Financial weakness of students and this is a backward belt.** **2. Sometimes rural students face a language problem.**
Opportunity :	**1. Students can use the departmental library.** **2. Students also can use computer.** **3. Students can also participate in different project work like wall magazine.**
Challenges :	**1. Teachers are very much active to motivate the students attendance and result.** **2. The students can also use their knowledge of education in their personal and social life.**
Future Programme:	**1. To undertake various activities like seminar competition, workshop etc...** **2. Project work for students.** **3. Lectures by Expert teachers.**

DEPARTMENT OF COMMERCE

1.   Name of the department : **Department of Commerce**

2.   Year of Establishment :   **Honours : 1995 – 96**
                                   General   :1975 - 76

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**

4.   Names of Interdisciplinary courses and the departments/units involved: **Nil**

5.   Annual/ semester/choice based credit system (programme wise): **Annual**

6.   Participation of the department in the courses offered by other departments : **Nil**

7.   Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**

8.   Details of courses/programmes discontinued (if any) with reasons : **Nil**

9.   Number of Teaching posts

Post	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	1	1
Asst. Professors	1	1
Government Appointed Permanent Part Time Teacher	1	1

10.   Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Quali-fication	Desig-nation	Speci-alization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Amal Kumar Bhakat	M.Com.	Associate Professor	Accounting and Finance	18	Nil
Dr. Mohasin Mallick	M. Com., Ph.D., B.Ed.	Assistant Professor	Do	15	Nil
Mrinal Kanti Datta	M. Com	Government Appointed Permanent Part Time Teacher	Do	10	Nil

11.   List of senior visiting faculty : **None**

12.   Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **Nil**

13.   Student -Teacher Ratio (programme wise)

Programme	Academic Session	Student : Teacher Ratio
B.Com (Honours and General)	2011-12	58:1
	2012-13	59:1
	2013-14	39:1
	2014-15	26:1

14.   Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Nil**

15.   Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
        - **PG-2, Ph.D - 1**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

18. Research Centre /facility recognized by the University : **Nil**

19. Publications:

∗   a) Publication per faculty : **Dr Mohasin Mallick**

1	**Role of Public Sector Bank in Rural Development of India since 1970's**
2	**Disparity in small scale industries development in the district of West Bengal**
3	**A Critical Look into Accounting for Income Taxes (Ind AS 12)** (Jointly with Prof. Atanu Ghosh & Prof. Somnath Dey)(ISBN No. 978-93-82472-68-1)

∗ Number of papers published in peer reviewed journals (national / international) by faculty and students

∗ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

∗   Monographs : **Nil**

∗   Chapter in Books: **Nil**

∗   Books Edited: **Nil**

∗   Books with ISBN/ISSN numbers with details of publishers: **Nil**

∗   Citation Index: **Nil**

∗   SNIP: **Nil**

∗   SJR: **Nil**

∗   Impact factor: **Nil**

∗   h-index :**Nil**

b) Publication per faculty   : **Amal Kumar Bhakat**

∗ Number of papers published in peer reviewed journals (national / international) by faculty and students Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

∗ Monographs : Nil

∗ Chapter in Books: Nil

    ∗   Books Edited: **1. (National Seminar Volume on "Indian Accounting Standards : Convergence with IFRSs")**

    ∗   Books with ISBN/ISSN numbers with details of publishers

    ∗   Citation Index: **Nil**

    ∗   SNIP: **Nil**

    ∗   SJR: **Nil**

    ∗   Impact factor: **Nil**

    ∗   h-index : **Nil**

c) Publication per faculty **Mrinal Kanti Datta: None**

Number of papers published in peer reviewed journals (national / international) by faculty and students

∗Number of publications listed in International Database (For
Eg: Web of Science, Scopus, Humanities International Complete, Dare Database -
International Social Sciences Directory, EBSCO host, etc.)

    ∗   Monographs **: Nil**

    ∗   Chapter in Books**: Nil**

    ∗   Books Edited**: Nil**
    ∗   Books with ISBN/ISSN numbers with details of publishers

    ∗   Citation Index**: Nil**

    ∗   SNIP**: Nil**

    ∗   SJR**: Nil**

    ∗   Impact facto**: Nil**

    ∗   h-index **: Nil**

20. Areas of consultancy and income generated **: The department provides free consultancy for Carrier Counselling and Other activities of the students**

21. Faculty as members in
   a)National committees b) International Committees c) Editorial Boards:

   Amal Kumar Bhakat:

i) Life Member, Indian Accounting Association

ii) Executive member, Indian accounting Association, Kolkata Branch

Dr Mohasin Mallick:

i) Life Member, Indian Accounting Association Research Foundation,

ii) Life Member, Bengal Economic Association

iii) Life Member, Indian Statistical Institute

iv) Life Member, Ramakrishna Mission Institute of Culture

v) Life Member, Commerce Alumni Association, C. U.

vi) Life Member, Indian Economic Assocation.

22. Student projects

   a) **Percentage of students who have done in-house projects including inter departmental/programme : Compulsory Project work for B. Com (Hons) students in Part-III (100%)**

   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil

23. Awards / Recognitions received by faculty and students : **Nil**

24. List of eminent academicians and scientists / visitors to the department :
   1. Dr. Bhabatosh Banerjee, Former Professor and President, IAARF

   2. Prof. Arun Kumar Basu, Former Professor, C.U.

   3. Professor Asish Bhattacharya, Former IIM and ICAI.

   4. Dr. Ranjan Kumar Bal, Professor, Utkal University

   5. Dr. Malayendu Saha, Professor C.U. and Vice Chairman, West Bengal Higher Education Council.

   6. Prof. Sunil Gandhi, Professor, K.U. FCA, Kalyani University

25. Seminars/ Conferences/Workshops organized & the source of funding

   a) National: **UGC Sponsored National Seminar on "Indian Accounting Standards: Convergence with IFRSs")**
   b) International

26.   Student profile programme/course wise:

Session	Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
2011-12	B.Com(Hons)	14	14	11	3	100%
	B.Com(Gen)	41	41	34	07	96%
2012-13	B.Com(Hons)	12	12	7	5	86%
	B.Com(Gen)	51	51	43	08	94%
2013-14	B.Com(Hons)	15	15	13	02	100%
	B.Com(Gen)	29	29	27	02	60%
2014-15	B.Com(Hons)	05	05	05	00	100%
	B.Com(Gen)	18	18	17	01	50%

*M = Male   *F = Female

27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Com.(Honours)	100%	00	00
	100%	00	00

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **Data not available**

29.   Student progression

Student progression Against % enrolled	Against % enrolled			
	2011-12	**2012-13**	**2013-14**	**2014-15**
UG to PG	**25%**	**30%**	**50%**	**100%**
PG to M.Phil.	**NA**	**NA**	**NA**	**NA**
PG to Ph.D.	**NA**	**NA**	**NA**	**NA**
Ph.D. to Post-Doctoral	**NA**	**NA**	**NA**	**NA**

Employed
    Campus selection
 	
   Other than campus recruitment
	Data not available	**Data not available**	**Data not available**	**Data not available**

Entrepreneurship/Self-employment	**Data not available**	**Data not available**	**Data not available**	**Data not available**

30.   Details of Infrastructural facilities

   a) Library : **In addition to the Central Library a Departmental Library is**

      established.

b)   Internet facilities for Staff & Students : **Yes**

c) Class rooms with ICT facility   : **One(1)**
d) Laboratories : **Yes (Common Computer Lab)**
31.   Number of students receiving financial assistance from college, university,
Government or other agencies : **A good number of students receive Government stipend and grant. The College also provides financial aid to economically backward students.**

32.   Details on student enrichment programmes (special lectures / workshops /
seminar) with external experts : **1. UGC sponsored National Seminar(2012)**

33. Teaching methods adopted to improve student learning : **Interactive class room teaching with the aid of ICT facility.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **The college has an NSS and NCC Unit. They participate in different social activity through NSS and NCC**

35. SWOC analysis of the department and Future plan

Strengths	**Good teacher-student relationship.** **Adequate number of Books in the library. Also Internet facility is introduced from current year in the Library.** **Good Teacher and Student Ratio.** **Computer lab facility with adequate number of computer.**
Weakness	**Low student enrollment because of lesser job opportunity in Government aided secondary schools.** **Most of the students are first generation learner and coming from economically backward back ground.**
Opportunity	**We have good opportunity of value addition by imparting quality education to socially and economically backward students.**
Challenges	**Most of the students have to support their family to earn livelihood.**
Future Programme	**To start Honours in Marketing if student enrollment increases.**

DEPARTMENT OF PHILOSOPHY

1. Name of the department : **Department of Philosophy**

2. Year of Establishment : 1962

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG(General)**

4. Names of Interdisciplinary courses and the departments/units involved

5. Annual/ semester/choice based credit system (programme wise) **Annual**

6. Participation of the department in the courses offered by other departments **Yes** (**Depatment of Education**)

7. Courses in collaboration with other universities, industries, foreign institutions, etc. **Nil**

8. Details of courses/programmes discontinued (if any) with reasons **Nil**

9. Number of Teaching posts

Post	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	0	0
Asst. Professors	1	1
Government Aided Permanent Part Time Teacher	1	1

10.   Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Quali-fication	Desig-nation	Speci-alization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dipa Chakraborty	M.A., M.Phil	Assistant Professor	Logic	13	0
Suchandra Chowdhury	M. A.	Government Aided Permanent Part Time Teacher	Do	11	0

11.   List of senior visiting faculty: **Nil**

12.   Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **Nil**

13.   Student -Teacher Ratio (programme wise)

Programme	Academic Session	Student : Teacher Ratio
BA General	2014-15	142:1
	2013-14	175:1
	2012-13	294:1
	2011-12	284:1

14.   Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**

15.   Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

PG: 2
M.Phil: 1

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received.

Dipa Chakraborty:

One, MRP (UGC) Rs 300000(12th plan)

17.   Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **None**

18.   Research Centre /facility recognized by the University: **None**

19.   Publications:

∗   a) Publication per faculty
        Dipa Chakraborty

∗   Number of papers published in peer reviewed journals (national / international) by faculty and students: 3

1	*Sri Aurobinda and Human Unity in Diversity-A Brief Review*	**BRSN Vision,ISSN 2348/763,Jan 2013,Vol I,P.1-5**
2	*Charvaka: Ekti Pratibadi Darshan*	Charcha Prokash, ISSN2249 331X Vol IV, Issue 2, Oct 2014-March 2015
3	*Hinduism: A Brief Study , A Biannual Referred Research Journal of Social Science and Humanities*	ISSN 0996-231X, Vol II, No 2, Sept-2014
4	*Social Crisis for Arsenic Contamination in Ground Water-An Observation*	Danger of Ground Water Arsenic Contamination, ISBN 978-8192/749-6-9
5	*Carbon Credit Fraud in India-A Brief Review*	Contemporary Issues on Environment and Development-India and Adjacent Countries, ISBN: 978-81-928047-2-9
6	Socreties-er Jibanabasan – Kichu Jiggasa	Anuvab, P.N.Das College, Annual Journal 2013-2014
7	Quines Theory of Naturalised Epistemology: An Observation	BRSN Vision , Accepted
8.	Mind Body Relation – A Historical Account	Sandhitsu, Accepted

Suchardra Chowdhury
Gopi nath Kabirajer Sandarve – Aporia (Sandhitsu – Accepted)

∗   Number of publications listed in International Database (For Eg:
Web of Science, Scopus, Humanities International Complete, Dare Database -
International Social Sciences Directory, EBSCO host, etc.)Nil

∗   Monographs

∗   Chapter in Books

∗   Books Edited

∗   Books with ISBN/ISSN numbers with details of publishers

∗   Citation Index

∗   SNIP

∗   SJR

∗   Impact factor

∗   h-index

20. Areas of consultancy and income generated: **Dipa Chakraborty has served the West Bengal
School Service Commission and the West Bengal Madrasah Service Commission as Evaluator**

21. Faculty as members in
a) National committees b) International Committees c) Editorial
    Boards…: **Joint Editor of College Journal " Sandhitsu" (Going to be published)**

22. Student projects

a)   Percentage of students who have done in-house projects
including inter departmental/programme : **Nil**

b)   Percentage of students placed for projects in organizations outside the institution i.e.in
Research laboratories/Industry/ other agencies: **Nil**

23. Awards / Recognitions received by faculty and students
**Indira Gandhi National Scholarship- B.A. -1st Class, 6th Rank
  M.A. - 1st Class, 8th Rank**

24. List of eminent academicians and scientists / visitors to the department
None

25.   Seminars/ Conferences/Workshops organized & the source of funding

   a) National: UGC Sponsored National Seminar on **Nil**

   b) International **Nil**

26.   Student profile programme/course wise:

Session	Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
2011-12	B.A.(Gen)	219	209	111	98	87
2012-13	B.A.(Gen)	129	117	59	58	87.8
2013-14	B.A.(Gen)	104	95	35	60	83
2014-15	B.A. Gen)	139	128	70	58	86

*M = Male   *F = Female

27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BA General	100%	0%	0%

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

   ----   The Department has no record

29.   Student progression: **The Department has no formal record**

Student progression	Against % enrolled
UG to PG	
PG to M. Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
• **Campus selection**	
• **Other than campus recruitment**	
Entrepreneurship/Self-employment	

30.   Details of Infrastructural facilities

a) Library: **Departmental library basically maintained for students to facilitate more access to books.**

b)   Internet facilities for Staff & Students:

Wi-Fi available

c)   Class rooms with ICT facility:
    Sometimes classes are arranged with ICT facility to attract students in teaching –learning process

d) Laboratories: **Students avail Common Computer Lab for necessary activities**

31.   Number of students receiving financial assistance from college, university,

government or other agencies : **Some girls students receive financial assistance from Kanyashree Scheme by West Bengal Government S.C., S.T. , O.B.C students also receive the financial assistance.**

32.   Details on student enrichment programmes (special lectures / workshops /

seminar) with external experts: **None**

33.   Teaching methods adopted to improve student learning
Use of LCD projector in classrooms, students' seminar

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities
        Faculty staffs involved in NSS activity

35.   SWOC analysis of the department and Future plan

Strength :
Teachers involved in both academic and administrative assignments in college and university
In university results, students of backward classes perform better in this backward area
Students innovative activities through wall magazine

Weakness :
Insufficient staffs(permanent & temporary)
Insufficient funds to employ temporary staffs
Inadequate other infrastructure

Opportunity :
To educate students of backward classes in backward area
To make our students logically and ethically sound to prevent moral degradation
To attract students to ICT based learning
To enrich departmental library
To organize more departmental seminars by external experts

Challenge :
To motivate students in learning and earning process
To run the department smoothly with insufficient staffs and other infrastructure

Future plans:
The department has the following future plans:
To open Honours course
To enter into interdisciplinary courses
To teach students logic separately for competitive examination as part of career counselling
To arrange for more faculties
To avail more UGC fund for teaching quality improvement
To overcome other infrastructural hindrance
To organize national/ international seminar

DEPARTMENT OF ECONOMICS

1.   Name of the Department : **Department of Economics**

2.   Year of Establishment: **1962**

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG (General) Course in Economics**

4.   Names of Interdisciplinary courses and the departments/units involved: **Nil**

5.   Annual/ semester/choice based credit system (programme wise): **Annual**

6.   Participation of the department in the courses offered by other departments: **Papers MFSG   in BCom (General) stream and IFAA in BCom (Hons) stream are taught by the faculty members of this department.**

7.   Courses in collaboration with other universities, industries, foreign institutions, etc : **None**

8.   Details of courses/programmes discontinued (if any) with reasons: **NIL**

9.   Number of teaching posts

Post	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1.Dr. Madhuchhanda	M.A. Ph.D	Assistant Professor	Econometrics	14+ years	Nil

11. List of senior visiting faculty: **Nil**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **None**

13. Student -Teacher Ratio (programme wise)

Programme	Academic Session	Programme	Student : Teacher Ratio
BA General	2014-15	B.A. (Gen)	120:1
	2013-14	B.A. (Gen)	118:1
	2012-13	B.A. (Gen)	118:1
	2011-12	B.A. (Gen)	118:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **No academic support staff (technical), and administrative staff, neither sanctioned nor filled.**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
    1. **Dr. Madhuchhanda Lahiri: M.A., Ph.D.**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

   i) Applied for a Minor Research Project from UGC on the Topic:- Financial Crises and the Predictability of Returns: An Empirical Analysis of the Indian Stock Market.

   ii) Applying for a project with UNICEF collaboration on the topic: "Water Contamination, Health Implications and Socio- Economic Determinants: A Case-Study in a Backward Region".

17.　Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received.

　　No Projects have been funded by these agencies and also no grants have been received till now; however, we have applied for a MRP from the UGC in 2015. The title of the MRP submitted is 'Financial Crises and the Predictability of Returns: An Empirical Analysis of the Indian Stock Market'.

18.　Research Centre /facility recognized by the University: **Not Applicable**

19.　Publications:

∗　　　a) Publication per faculty**: 2**

∗ Number of papers published in peer reviewed journals (national / international) by faculty and students: 01

S.No.	NAME OF THE FACULTY	TITLE OF THE PAPER PUBLISHED	NAME OF THE JOURNAL WITH ISSN no	NATIONAL/ INTERNATIONAL	CITATION INDEX AND IMPACT FACTOR, IF	YEAR OF PUBLICATION
1.	Dr. Madhuchhanda Lahiri	1.Testing the Efficiency of the Indian Stock Market in the Post-Reform Period	Periodic Research ISSN No.2231-0045 E-ISSN No.: 2349-9435	International	Impact Factor 4.643 Indexed with Google Scholar And Directory of Open Access Scholarly Resources	2015 (accepted)
		2.Economic Thoughts of Swami Vivekananda In the Context of Modern India	Prakshepane Swami Vivekananda: Sardhasatobarsha Pare ISBN No. 978-81-925784-1-5	National		2013

∗ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.):- 01

∗　　　　　Monographs

∗　　　　　Chapter in Books

∗   Books Edited

∗   Books with ISBN/ISSN numbers with details of publishers

∗   Citation Index

∗   SNIP

∗   SJR

∗   Impact factor

∗   h-index

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards….

    Life Member, Bengal Economic Association

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: **Over 50% of the students of 1ˢᵗ year of the Department have gone on a socio-economic survey along with those of the Departments of Geography and Political Science to an Adivasi Village in the Mohanpur Gram Panchayet area.**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **No data available**

23. Awards / Recognitions received by faculty and students: Nil

24. List of eminent academicians and scientists / visitors to the department: Nil

25.   Seminars/ Conferences/Workshops organized & the source of funding: Nil

    a) National

    b) International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2014-15	66	66	40	26	93.75
2013-14	63	63	38	25	100.00
2012-13	59	59	33	26	63.64
2011-12	57	57	41	16	61.54

*M = Male   *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BA General in Economics	100	Nil	Nil.

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **:- Since there is no Honours Course in the Subject, so students were not able to appear for NET, SLET, GATE in the subject**.

29. Details of Infrastructural facilities:
   a) Library: **The department has a well- stocked Departmental Library. The students are allowed to borrow books for a fortnight**.
   b) Internet facilities for staff and students: **Computers with internet facility are available. Wi-fi connections are also available.**
   c) Classrooms with ICT facility: **01 (common share)**
   d) Laboratories: **The students can avail of the facilities of the General Computer Lab for preparing any project/ survey report or for any other use.**

30.   Student progression: There is no Honours Course in the subject.

Student progression	Against % enrolled
UG to PG	N.A.
PG to M. Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed • **Campus selection** • **Other than campus recruitment**	N.A.
Entrepreneurship/Self-employment	N.A.

31. Number of students receiving financial assistance from college, university, government or other agencies: **SC , ST and female students of the college receive financial assistance from the government. Also, students who are economically poor receive assistance from college in the form of waiving of examination fees, tuition fees etc.**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts **NIL**

33.   Teaching methods adopted to improve student learning:
- **Student learning is improved with the help of modern technology. Besides the traditional lecture method ("Chalk and Talk''), the faculty makes extensive use of ICT tools like overhead projectors screens etc for PowerPoint presentations.**
- **Slide show is used as an audio visual medium.**
- **Use of Smart Board with Projector helps them to develop an interest in the subject. This also helps them to grasp the topic easily.**
- **Peer learning is introduced to make the subject more interesting for them. This also makes them more attentive in class.**
- **Remedial coaching is done accompanied with remedial class tests. This helps to make the students enjoy the subject.**
- **Weaker students are identified and taken special care in the Tutorial Classes**

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities:

The department, along with the Departments of Political Science and Geography, conducted a socio-economic survey of the tribal people of Adivasipara in the Mohanpur Gram Panchayet area on 24.11.2015 to collect data on economic status and educational qualification attained by these people. The college also provided incentives in the form of

stationary items like books, notebooks, pens; permission for using college library along with few others according to the different levels of education attained by these people.

35.   SWOC analysis of the department and Future plans

STRENGTHS:

- Teaching-Learning environment of the institution is conducive for academic purposes.
- Student-teacher relationship is cordial which paves way for two-way exchange of ideas between students and teachers.
- There is a formal feedback mechanism within the department, introduced since the last session.

WEAKNESSES:

- Insufficient fund for basic research work
- Infrastructure is to be made more amenable catering to the special needs of the students.
- Insufficient teaching staff, as one post is lying vacant.
- Contact with the local industry is limited. This in turn will reduce the marketability of our graduates and deprive the department from a potential source of funding for the departmental activities and research

OPPORTUNITIES:

- Better academic ambience can be created, if adequate fund is available
- Efficient utilization of research funding and promotion of ICT facility may extend the scope of interactive learning and evaluation.
- Sincerity of the teachers is an asset for the department.

CHALLENGES:

1. Insufficient fund as well as teaching staff poses a challenge for the department to develop departmental infrastructure and attract the students.

2. The Department has taken it as a challenge to develop interests among the students regarding the subjects, increase the enrolment rate and finally, aim to introduce Honours in the subject in the coming years.

FUTURE PLANS OF THE DEPARTMENT:

- The Department is planning to introduce Honours course in future when the vacant posts will be filled up and the requisite number of teachers are available.

- The teaching-learning process is planned to be made more technology-enabled.
- To improve the quality, the department plans to undertake a research oriented programme both by the students & the teachers' .This would motivate the students to be more enthusiastic in performing the task. Again this would inculcate a participatory motive among them.
- The Department also plans to undertake more socio-economic surveys as well as industry visits to give them a practical grasp of the theoretical topics taught in class.

DEPARTMENT OF MATHEMATICS

1. Name of the department: **Department of Mathematics**

2. Year of Establishment: **2003**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated

    Masters; Integrated Ph.D., etc.) : **UG (General course)**

4. Names of Interdisciplinary courses and the departments/units involved: **None**

5. Annual/ semester/choice based credit system (programme wise): **Annual(1+1+1)**

6. Participation of the department in the courses offered by other departments: **The subjects MSBG and QTPA of commerce depart department are taught by the faculty of this departmrnt**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**

8. Details of courses/programmes discontinued (if any) with reasons: **Nil**

9. Number of Teaching posts

Post	Sanctioned	Filled
Professors	**0**	**0**
Associate Professors	**0**	**0**
Asst. Professors	**1**	**1**

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Bablu Biswas	M.SC.	Assistant Professor	Pure Mathematics	5 Years +	0

11. List of senior visiting faculty: **None**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **NIL**

13. Student -Teacher Ratio (programme wise)

Programme	Academic Session	Student : Teacher Ratio
B.Sc./BA General	2011-12	21:1
	2012-13	14:1
	2013-14	15:1
	2014-15	17:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :
PG: 1. Bablu Biswas, M.Sc.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **(Applied for UGC Minor Research Project)**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **None**

19.   Publications:

∗   a) Publication per faculty
   Bablu Biswas:

1	*Some properties of a function connecting with an infinite series* , Acta Math. Univ. Comenianae, vol. LXXIX (2), 2010, 217-223.	ISSN 0862-9544
2	*A function on exponential convergence in a Frechet metric space*, **Extracta Mathematicae, Vol. 28(1), 2013, 49-56.**	**ISSN: 0213-8743**
3	*Order statistical convergence in a metric space*, **Investigations In Mathematical Sciences, 4(2), (2014) 11-23.**	**ISSN 2250-1436**
4	*On order statistical limit points*, **Palestine Journal of Mathematics, 4(1)(2015) , 213–222.**	**ISSN 2219-5688**
5	*Order ideal limit points and a generalized Bolzano-theorem*, Journal of Classical Analysis 6(1), (2015), 29-37.	**ISSN: 1848-5987**
6	*On Order Ideal Convergence in a Metric Additive System*: **Going to be accepted in Journal of Analysis and Number Theory**	
7	*A Journey to infinity*	**Accepted in 'Sandhitsu', Journal of P. N. Das College**

∗ Number of papers published in peer reviewed journals (national / international) by faculty and students: **5**

∗ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **3**

∗ Monographs: **Nil**

∗ Chapter in Books: **Nil**

∗ Books Edited: **Nil**

∗ Books with ISBN/ISSN numbers with details of publishers: **Nil**

∗ Citation Index: **Not known**

∗ SNIP: **Not known**

∗ SJR: **Not known**

* Impact factor:

* h-index: **Not known**

20. Areas of consultancy and income generated:
   Free academic consultancy is provided to the students who seek for.

21. Faculty as members in

a)National committees b) International Committees c) Editorial Boards….
 Bablu Biswas is life member of Calcutta Mathematical Society. He is also in the Editorial Board of 'Sandhitsu' the journal of P. N. Das College.

22. Student projects

   a) Percentage of students who have done in-house projects including inter departmental/programme: **Nil**

   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **Not known**

23. Awards / Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists / visitors to the department: **Nil**

25.   Seminars/ Conferences/Workshops organized & the source of funding

   a) National: **Nil**

   b) International: **Nil**

26.   Student profile programme/course wise:

Name of the Course/programme **(refer question no. 4)**	Applications received	Selected	Enrolled		Pass percentage In the final Examination
			*M	***F**	
UG (General) **2011-12**	7	7	6	1	**100%**
2012-13	7	7	4	3	**No one appeared the final Exam**
2013-14	11	11	10	1	**100%**
2014-15	9	9	8	1	**100%**

*M = Male   *F = Female

27.   Diversity of Students :

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG (General)	**100%**	**0%**	**0%**

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

The college has no record.

29.   Student progression: **The college has no record.**

Student progression	Against % enrolled
UG to PG	
PG to M. Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed **Campus selection** **Other than campus recruitment**	
Entrepreneurship/Self-employment	

30.   Details of Infrastructural facilities

a) Library:

The department established a departmental library from 2010-11 sessions consisting of a good number of books. The departmental library is stocked with mainly General Course books. Though the department does not provide Honours Course at present, some books for Honours course has been arranged for interested Students. The records of the books are maintained in a separate register. The records of books issued to the students are maintained in a separate register. Books are allowed to be

kept for 15 days only.

b) Internet facilities for Staff & Students:
   The staff as well as the students of the department can avail the Internet facility in this department.

c) Classroom with ICT facility:
   The department frequently uses the common classroom having ICT facility to take special classes.

d) Laboratory: **The department has no separate laboratory but students are encouraged to use the Common Computer Lab for necessary activities.**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Financial assistance received from Social Welfare Department, Government of West Bengal, viz. SC, ST stipend and from Konyashree Prokalpa. The college also provides financial aid to the economically backward students**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:

Departmental seminars and seminar on science based topic are arranged for the students. They are also encouraged to attend at the science based seminars outside the college.

33. Teaching methods adopted to improve student learning:
   a) **Use of LCD projector in classrooms, students' seminar**
   b) **Students are encouraged to collect their class work material and specimens from natural habit**.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
   The department takes part in all ISR and extension activities undertaken by the college as a whole but not as a single department.

35. SWOC analysis of the department and Future plan:

Strengths:
- **Quality teachers and some interested students are the strength of the department.**
- **The department has organizing abilities, research experiences, leadership qualities and writing skills.**
- **Teacher student ratio is healthy.**

Weakness :
- **Inadequate infrastructure and lack of required no. of permanent teachers.**
- **Lack of technical staff.**
- **Number of enrolled students is not satisfactory.**
- **The departmental library is not up to the mark.**

Opportunities:

Have enough opportunity to

- Produce students capable of competing for jobs and to open job oriented courses related to Mathematics.
- Participation in interdisciplinary courses.
- Organizing national/International seminars/workshops.
- Undertaking Major /Minor projects.

Challenges:
- To increase the students strength.
- To meet the expenditure incurred every year in the department

Future plans:

The department has the following future plans:

- The college has got recognition of a full-fledged science course with the introduction of some new subjects including Physics, Chemistry and Computer Science. So in the near future the college is interested to introduce the Honours course in Mathematics.
- Up gradation of laboratory facilities.
- Undertaking research projects related to local needs.
- Popularization of Mathematics through various extension works.
- Extensive use of ICT facility in class rooms
- To construct a separate computer laboratory with number of Computers in the department.
- To organize National/ International Seminars/Workshop.
- Opening of Interdisciplinary Courses.
- Popularizing Science among students in school level.

DEPARTMENT OF HINDI

1.   Name of the department **: DEPARTMENT OF HINDI**

2.   Year of Establishment**: 2003**

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc**.): UG (GENERAL)**

4.   Names of Interdisciplinary courses and the departments/units involved**: NIL**

5.   Annual/ semester/choice based credit system (programme wise**): ANNUAL**

6.   Participation of the department in the courses offered by other departments :**NIL**

7.   Courses in collaboration with other universities, industries, foreign institutions, etc.:**NIL**

8.   Details of courses/programmes discontinued (if any) with reasons:**NIL**

9.   Number of Teaching posts

Post	Sanctioned	Filled
Professors	**0**	**0**
Associate Professors	**0**	**0**
Asst. Professors	**1**	**1**

10.   Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualific ation	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
AJAY KUMAR CHOUDHA RY	M.A.	ASSISTANTT PROFFESOR	HINDI SAHITYA KA ITIHAS	5	0

11.   List of senior visiting faculty : **NONE**

12.   Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: **NIL**

13.   Student -Teacher Ratio (programme wise) :

Programme	Academic Session	Student : Teacher Ratio
BA General	2011-12	60:1
	2012-13	36:1
	2013-14	41:1
	2014-15	35:1

14.   Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**

15.   Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
        PG-1

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **NATIONAL-1 (Total grants received :Rs.140000/-) have been allotted for UGC Minor Research Fellowship.**

17.   Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. : **None**

18.   Research Centre /facility recognized by the University : **NIL**

19.   Publications:
∗ a) Publication per faculty

AJAY KUMAR CHOUDHARY:
List of Publications:

Sl. No.	Type of Publication (Research Article/ Survey/ Book)	Details of Publication	ISBN/ISSN Number of the Journal/Books
1	**Article**	"Smarika" jan kavi nagarjun" nagarjun ke kavya sarwahara varg ka jibant wa pramanik dastawej	Published by Vidyasagar University
2	**Article**	nagarjun ke upanyaso me jan -andolan	web patrika Rachnakar" 8 August,2012
3	**Article**	adhunikata ke daur me stri vimarsh ki disha Vartaman sahitya: Stri Vimarsh	to be published
4	**Article**	jagdish Chandra mathur ke natako me vartaman sandharv Patrika PADARPAN' september 2015.vol-9	ISSN 2321-5127
5	**Article**	Bhartiya samaj me adivasi	web Patrika RACHNAKAR, 10/9/15
6	**Article**	SAMAJIK YARTHATH KA DASTAWEJ	TO BE PUBLISHED

∗ Number of papers published in peer reviewed journals
            (national / international) by faculty and students :

∗ Number of publications listed in International Database (For Eg: Web of Science,
Scopus, Humanities International Complete, Dare Database - International Social
Sciences Directory, EBSCO host, etc**.) ; NIL**

∗   Monographs : **NIL**

∗   Chapter in Books ;**NIL**

∗   Books Edited

∗   Books with ISBN/ISSN numbers with details of publishers : **NIL**

∗   Citation Index

*   SNIP

*   SJR

*   Impact factor

*   h-index

20. Areas of consultancy and income generated ; **NIL**

21. Faculty as members in

a)National committees b) International Committees c) Editorial Boards: **NIL**

22.Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: **NIL**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies :**NIL**

23. Awards / Recognitions received by faculty and students :**NIL**

24. List of eminent academicians and scientists / visitors to the department :**NIL**

25. Seminars/ Conferences/Workshops organized & the source of funding

 a) National :**NIL**

 b) International:**NIL**

26.   Student profile programme/course wise:

Name of the Course/programme **(refer question no. 4)**	Applications received	Selected	Enrolled		Pass percentage
			*M	***F**	
Hindi general (2011-12)	**49**	**49**	**28**	**14**	
2012-13	**27**	**27**	**14**	**07**	
2013-14	**38**	**38**	**26**	**5**	
2014-15	**31**	**31**	**17**	**9**	

 *M = Male   *F = Female

27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Hindi General	**100%**	**0**	**0**

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Nil

29.   Student progression

Student progression	Against % enrolled
UG to PG	**1**
PG to M.Phil.	**Nil**
PG to Ph.D.	**Nil**
Ph.D. to Post-Doctoral	**Nil**
Employed • Campus selection • Other than campus recruitment	**Nil**
Entrepreneurship/Self-employment	**Nil**

30.   Details of Infrastructural facilities

 a) Library
**The department has a departmental library from 2010-11 sessions. Some books are collected for this purpose. The departmental library is stocked with mainly General Course Books and though the Department does not provide Honours Course at present, some books for Honours course has been arranged for interested Students. The records of the books are maintained in a separate register.
The records of books issued to students are maintained in a separate register Books are allowed to be kept for 15 days only.**

e) Internet facilities for Staff & Students :**YES**

The staff as well as the students of the dept. can avail the Internet facility in this department.

f) Classroom with ICT facility:

The dept. frequently uses the common classroom having ICT facility to take special classes for major students.

g) Laboratory: **The department has no separate Laboratory but students are encouraged to General Computer Lab for necessary activities.**

31.   Number of students receiving financial assistance from college, university, government or other agencies: : **Scholarship from Social Welfare Department, Konyashree Prokalpa.**

32.   Details on student enrichment programmes (special lectures / workshops / seminar) with external experts Departmental seminars and seminar on based topic are arranged for the students:

33.   Teaching methods adopted to improve student learning
   a) Use of LCD projector in classrooms, students' seminar
   b) Students are encouraged to collect their class work material and specimens from natural habit.

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities :The dept. takes part in all ISR and extension activities undertaken by the college as a whole but not as a single dept.

35.   SWOC analysis of the department and Future plan

Strength :
   - Quality teachers and some interested students are the strength of the department.
   - Faculties have organizing abilities, , leadership qualities and writing skills.
   - Teacher student ratio is healthy.

Weakness :
   - Inadequate infrastructure and lack of required no. of permanent teachers.
   - Lack of technical staff.
   - The departmental library is not up to the mark.
   - Number of enrolled students are not sufficient
   -

Opportunity :

Have enough opportunity to
   - Produce students capable of competing for jobs and to open job oriented courses related to subject
   - Participation in interdisciplinary courses.
   - Organizing national/International seminars/workshops.
   - Undertaking Major /Minor projects.
   - Undertaking departmental projects.

Challenge :.
- To meet the expenditure incurred every year in the department
- To meet the financial constraint for implementation of the proposed programmes.
-

Future plans:

The department has the following future plans:
- Undertaking research projects related to local needs.
- To organize National/ International Seminars/Workshop.
- Opening of Interdisciplinary Courses.
- To open honours department

DEPARTMENT OF SANSKRIT

1.   Name of the Department : **Department of Sanskrit**

2.   Year of Establishment: **General : 2013**

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**

4.   Names of Interdisciplinary courses and the departments/units involved : **No**

5.   Annual/ semester/choice based credit system (programme wise) : **No**

6.   Participation of the department in the courses offered by other departments : **No**

7.   Courses in collaboration with other universities, industries, foreign institutions, etc. : **No**

8.   Details of courses/programmes discontinued (if any) with reasons : **No**

9.   Number of Teaching posts

Post	Sanctioned	Filled
Professors	0	0
Associate Professors	0	0
Asst. Professors	0	0
MAPTT	1	1

10.   Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Archita Banerjee	**M.A, M. Phil**	**MAPPTT**	**Darsana**	**2**	**0**

11.   List of senior visiting faculty : **No**

12.   Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **None**

13.   Student -Teacher Ratio (programme wise)

Programme	Academic Session	Student : Teacher Ratio
BA General	**2011-12**	**Nil**
	2012-13	**Nil**
	2013-14	**21:1**
	2014-15	**139:1**

14.   Number of academic support staff (technical) and administrative staff; sanctioned and filled :**NA**

15.   Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
                    PG and M.Phil -1

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **NA**

17.   Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **NA**

18.   Research Centre /facility recognized by the University :**NA**

19.   Publications:

∗   a) Publication per faculty
        Archita Banerjee

1	'*Madhusudhanasaraswasatidristva bhaktajnanayoh tatvalochanam'* - Journal - Our Heritage	ISSN 0474-9030

∗   Number of papers published in peer reviewed journals
              (national / international) by faculty and students

∗   Number of publications listed in International Database (For Eg:
Web of Science, Scopus, Humanities International Complete, Dare Database -
International Social Sciences Directory, EBSCO host, etc.)

∗   Monographs :Nil

∗   Chapter in Books : Nil

∗   Books Edited : Nil

∗   Books with ISBN/ISSN numbers with details of publishers : Nil

∗   Citation Index : Nil

∗   SNIP : Nil

∗   SJR: Nil

∗   Impact factor : Nil

∗   h-index: Nil

20.   Areas of consultancy and income generated :NA

21.   Faculty as members in
                a)National committees b) International Committees c) Editorial
        Boards: **No**
22.   Student projects

a)   Percentage of students who have done in-house projects
including inter departmental/programme : 100% (for Honours student)

b)   Percentage of students placed for projects in organizations outside the institution i.e.in
Research laboratories/Industry/ other agencies : **No**

23.   Awards / Recognitions received by faculty and students : **The department takes part in all ISR and extension activities undertaken by the college as a whole but not as a single department.**

24. List of eminent academicians and scientists / visitors to the department : **No**

25. Seminars/ Conferences/Workshops organized & the source of funding: **None**

     a) National
   b) International

26.   Student profile programme/course wise:

Name of the Course/programme **(refer question no. 4)**	Applications received	Selected	Enrolled		Pass percentage
			*M	***F**	
2011-12(General)	**00**	**00**	**00**	**00**	**--**
2012-13(General)	**00**	**00**	**00**	**00**	**--**
2013-14(General)	**22**	**22**	**05**	**17**	**--**
2014-15(General)	**138**	**138**	**56**	**82**	**--**

*M = Male   *F = Female

27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BA General	**100%**	**0%**	**0%**

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **None**

29.   Student progression

Student progression	Against % enrolled
UG to PG	**NA**
PG to M. Phil.	**NA**
PG to Ph.D.	**NA**

Ph.D. to Post-Doctoral	NA
Employed • **Campus selection** • **Other than campus recruitment**	NA
Entrepreneurship/Self-employment	NA

30. Details of Infrastructural facilities

a) Library:
**The departmental library is stocked with mainly General Course Books.
The records of the books are maintained in a separate register. The records of books issued to students are maintained in a separate register Books are allowed to be kept for 15 days only.**

b) Internet facilities for Staff & Students : **Available.**

c) Class rooms with ICT facility : **Yes**

d) Laboratories : **Yes (Common Computer lab)**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Financial assistance received from Social Welfare Department, Government of West Bengal, viz. SC, ST stipend and from Konyashree Prokalpa. The college also provides financial aid to the economically backward students**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: **No**

33. Teaching methods adopted to improve student learning: Class Room with ICT Facility
The department frequently uses the common classroom having ICT facility to take special classes.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities
The department has no separate laboratory but students are encouraged to General Computer Lab for necessary activities.

35.   SWOC analysis of the department and Future plan

Strengths	1. Good relationship with teacher and student. 2. Adequate number of books in the library. 3. Class room with ICT facility.
Weakness	1. Large Scale absenteeism among the Students who tend to depend on private tuition rather than regular lecturers. 2. Social Backwardness. 3. Weak student-teacher ratio.
Opportunity	1. Students can develop their moral values. They also can get to learn how to live a proper human life.
Challenges	1. To motivate the weak and disinterested students for proper attendance and result.
Future Programme	1. Arrangement of Seminar, Work-shop etc.

PHYSICAL EDUCATION

1.   Name of the department : **Department of Physical Education**

2.   Year of Establishment : **2004**

3.   Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG (General course)**

4.   Names of Interdisciplinary courses and the departments/units involved

5.   Annual/ semester/choice based credit system (programme wise): **Annual**

6.   Participation of the department in the courses offered by other departments: **Nil**

7.   Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**

8.   Details of courses/programmes discontinued (if any) with reasons: **Nil**

9.   Number of Teaching posts

Post	Sanctioned	Filled
Professors	0	0
Associate Professors	0	0
Asst. Professors	1	1

10.   Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Quali-fication	Desig-nation	Speci-alization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Ajit Das	M.P.Ed. , M.Phil., Ph.D.	Assistant Professor	Science of Sports Training	1year 6 months	0
Sunil Dutta	M.P.Ed. ,	Physical Instructor	Biomecha nics	5 Years	0

11.   List of senior visiting faculty: **None**

12.   Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **Nil**

13.   Student -Teacher Ratio (programme wise):

Session	1st Year	2nd Year	3rd Year
2011 – 12	113 : 1	95 : 1	84 : 1
2012 – 13	74 : 1	82 : 1	67 : 1
2013 – 14	49 : 1	42 : 1	62 : 1
2014 – 15	87 : 1	19 : 1	32 : 1

14.   Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**

15.   Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
        a. **Dr. Ajit Das –** PG., M.Phil., Ph.D.
        b. **Sunil Dutta** - PG.

16.   Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **None**

17.   Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **None**

18.   Research Centre /facility recognized by the University: **None**

19.   Publications:

∗   a) Publication per faculty

Dr. Ajit Das

1	"A study of relationship between physical fitness and creativity of different grades of students", PGGIPE, Banipur, (2012).	**ISSN 0974-9829**
2	"A study on athletic performance of school going students", Non Olympic Times, (2012).	ISSN 2277-5447
3	"A study on creativity, motor creativity and physical fitness in different group of students", Veena Publication, (2013).	ISSN 2231-1599
4	"A study on athletic performance of pre-university level athlete", IFCSS, (2012).	ISSN 2231-3265
5	"A study on intelligence in different grades of school going students", GCMCE, New Barrackpur, (2013).	ISSN 0975-2641
6	"A comparison of creativity, intelligence and physical fitness on overweight school going children", PGGIPE, Banipur, (2013)	ISSN 0974-9829

∗   Number of papers published in peer reviewed journals (national / international) by faculty and students: **06**

∗   Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil

∗   Monographs: **Nil**

∗   Chapter in Books: **Nil**

∗   Books Edited: Nil

∗   Books with ISBN/ISSN numbers with details of publishers: **Nil**

∗   Citation Index: **Nil**

∗   SNIP: **Nil**

∗   SJR: **Nil**

∗   Impact factor: **Nil**

∗   h-index: **Nil**

20. Areas of consultancy and income generated:
Free academic consultancy is provided to the students who seek for.

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards….: **Nil**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme : Compulsory Project work for PEDG students in 2nd and 3rd year.

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : **Nil**

23. Awards / Recognitions received by faculty and students:
Dr. Ajit Das - M. Phil., 2008, Annamalai University. Ph. D., 2012, Kalyani University.

24. List of eminent academicians and scientists / visitors to the department: **Nil**

25. Seminars/ Conferences/Workshops organized & the source of funding:

a) National: **Nil**

b) International: **Nil**

c) **UGC sponsored State level seminar, February, 2012.**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG (General) 2011-12	124	124	100	13	97.87%
2012-13	80	80	56	18	100%
2013-14	56	56	31	20	92%
2014-15	95	95	65	22	95%

*M = Male   *F = Female

27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG (General)	100%	0%	0%

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **Nil**

29.   Student progression : **The college has no data**

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
- **Campus selection**	
- **Other than campus recruitment**	
Entrepreneurship/Self-employment	

30.   Details of Infrastructural facilities: Playground, Gymnasium & Room for Indoor Games facility.

a) Library :

   The department has established a departmental library from 2011-12 sessions with a good number of books. The records of the books are maintained in a separate register. The records of books issued to students are maintained in a separate register. Books are allowed to be kept for 15 days only.

b) Internet facilities for Staff & Students:

   The staff as well as the students of the dept. can avail the Internet facility in this department.

c) Class rooms with ICT facility: The dept. frequently uses the common classroom

   having ICT facility to take special classes.

d) Laboratories: The department has a well equipped gymnasium which caters to the needs to the students and faculty of the college as a whole.

31.   Number of students receiving financial assistance from college, university, Government or other agencies : **Scholarship from Social Welfare Department, Konyashree Prokalpa.**

32.   Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: **Special lectures are provided.**

33.   Teaching methods adopted to improve student learning:
   a) Use of LCD projector in classrooms,
   b) Students are encouraged to collect their class work material and specimens.
   c) Chalk & Talk with physical training.

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities:
   The department takes part in all ISR and extension activities undertaken by the college as a whole but not as a single department.

35.   SWOC analysis of the department and Future plan:

Strength :

- Quality teachers and some interested students are the strength of the department.
- Faculties have organizing abilities, research experiences, leadership qualities and writing skills.

Weakness :

- Inadequate infrastructure and lack of required no. of permanent teachers.
- The departmental library is not up to the mark.
- Number of enrolled students are not sufficient

Opportunities:

The department has the opportunity to
- Produce students capable of competing for jobs and to open job oriented courses B.P.Ed., M.P.Ed.
- Participation in interdisciplinary courses.
- Organizing national/International seminars/workshops.
- Undertaking Major /Minor projects.
- Undertaking departmental projects.

Challenges :

- Renovation of the existing Gymnasium.
- To meet the expenditure incurred every year in the department
- To meet the financial constraint for implementation of the proposed programmes.

Future plans:

The department has the following future plans:

- Undertaking research projects related to local needs.
- Extensive use of ICT facility in class rooms
- Opening up of Honours Course
- To organize National/ International Seminars/Workshop.
- Opening up B.P.Ed., M.P.Ed. Courses.

APPENDIX

P. N. Das College

Santinagar, Palta, P.O. Bengal Enamel, North 24 Parganas, Pin: 743122 (WB)
Phone: (033) 2592-1327, Fax: (033) 2592-1327, Website: www.pndascollege.in
e-mail : pndascollege@gmail.com
pndc.principal11@gmail.com

Ref. ………………………….   *Date: 01.12.2015*

Declaration by the Head of the Institution

Sir,

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

The institution has uploaded the SSR on the Institutional website on 01.12.2015 & intimated to the NAAC authority.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

(Dr. Sharmila De)
Principal
P. N. DAS COLLEGE
Santinagar, Palta, 24 Pgs. (N)

Place: Santinagar, Palta

Date: 01.12.2015

EVIDENCE OF AISHE DATA UPLOAD

21/12/2015   Gmail - Your DCF has been uploaded on AISHE portal

Gmail
by Google

P N DAS COLLEGE PNDC <pndc.principal11@gmail.com>

Your DCF has been uploaded on AISHE portal

helpdesk-aishe@nic.in <helpdesk-aishe@nic.in>   Sat, Aug 1, 2015 at 3:01 PM
To: pndcprincipal11@gmail.com

Dear User,

DCF for **P. N. Das College** has been uploaded successfully on AISHE portal. To refer to this form please use
DCF reference number **C-43367-2014**.
We appreciate your sincere efforts in compiling and providing the information.
Kindly update your Account details on the AISHE portal under the link Remuneration Management so that
Remuneration may be transferred.

(This is an auto generated email, kindly do not reply back)

Thanks,
AISHE Team

CERTIFICATE OF RECOGNITION FROM AFFILIATING UNIVERSITY

WEST BENGAL STATE UNIVERSITY

Berunanpukuria, Malikapur Barasat

24 Parganas (North), Kolkata - 700 126

Phone : (033) 2524 1975 / 1976 / 1978 / 1979 Fax : (033) 2524 1977

लक्ष्यं विश्वमानम्

WBSU/Reg/Affiliation/Cert./1873/15-16

Ref. No : ....

Date : ....11.12.2015.......

TO WHOM IT MAY CONCERN

This is to certify that **P.N. Das College, Santinagar, Palta, 24 Parganas (North), West Bengal 743122** is affiliated to the **West Bengal State University** since the inception of the University in 2008 and recognized by the University Grants Commission (under 2(f) and 12(B) and the following Courses/Subjects are taught in the said college as per approval.

Sl No	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
(I)	Three year B.A. Hons. Courses in Bengali, English, History, Political Science and Education	Permanent		2015-16
(II)	Three year B.A. General Course	Permanent		2015-16
(III)	Three year B.Sc Hons. Course in Geography	Permanent		2015-16
(IV)	Three year B.Sc General Courses	Permanent		2015-16
(V)	Three year B.Com Honours Course	Permanent		2015-16
(VI)	Three year B.Com General Course	Permanent		2015-16

Competent Authority
(with Name, Designation, Seal and Signature)

Dr. Ramanuj Ganguly
Registrar (Officiating)
West Bengal State University
Barasat, Kolkata-700126

CERTIFICATE OF RECOGNITION U/S 2(f) & 12B OF UGC ACT

Welcome to UGC, New Delhi, India

272	P.N. Das College Santinagar Paita,, Distt., North Twenty Four Parg, West Bengal **West Bengal**		Under Section : 2(f)&12(B)
273	Padmaja Naidu College of Music Rajbati Burdwan, Distt., Burdwan, West Bengal 4 **West Bengal 4**		Under Section : 2(f)&12(B)
274	Panchakot Mahavidyalaya Sarbari P.O. Neturia, Distt., Purulia, West Bengal 723 121 **West Bengal 723 121**		Under Section : 2(f)&12(B)
275	Panchmura Mahavidyalaya Panchmura, Distt., Bankura, West Bengal **West Bengal**		Under Section : 2(f)&12(B)
276	Panchthupi Haripada - Gouribala College P.O.- Panchthupi, Distt., Murshidabad, West Bengal 742 161	University of Kalyani	Under Section : 2(f)&12(B) File No.: 8-324/2012(CPP-I/C)