



# Self-Study Report – 2014

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*Kabi Sukanta Mahavidyalaya*

**Bhadreswar, Hooghly,**

**West Bengal- 712221**





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## Preface

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**K**abi Sukanta Mahavidyalaya is a pioneer institution in Bhadreswar imparting quality education since 1986. The management of the college and the Internal Quality Assurance Cell (IQAC) consider this a great opportunity to submit the Self Study Report (SSR) for re-accreditation.

Our college, Kabi Sukanta Mahavidyalaya started its journey on 6<sup>th</sup> December, 1986. The Pioneers who contributed to the establishment of this College definitely got an extra momentum when Purbanchal Multipurpose Co-operative Colony Society Ltd. came ahead and donated two bighas of land on which our institution shines with its own beauty. The college started its journey with a very few departments with minimum number of students. Today, we have more students studying both in General and Honours curriculum in nine departments. The college also has upgraded its infrastructure and facilities for the benefit of students and teachers.

We look forward to improve the quality of the institution by strictly following the framework prescribed by NAAC in the process of getting re-accredited. We cordially invite the peer team to visit our institution and help us to continue our journey towards academic excellence.

**Dr. Gour Kumar Kundu**

Principal

Kabi Sukanta Mahavidyalaya, Hooghly



## Executive Summary

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The philosophy of this academic temple is to promote higher education among boys and girls of Bhadreswar and surrounding villages irrespective of their religious and economic backgrounds. Patrons of different communities and three local Municipalities viz, Bhadreswar, Champdany, Baidyabati took an avowed aim to establish a center of higher education and net outcome is the emergence of Kabi Sukanta Mahavidyalaya on 6<sup>th</sup> December, 1986. The Pioneers who contributed to the establishment of this College definitely got an extra momentum when Purbanchal Multipurpose Co-operative Colony Society Ltd. came ahead and donated two bighas of land on which our institution shines with its own beauty.

The onward march of this institution that started 25 years back is still on and has to traverse a long way towards its aim.

The college is situated at a walking distance from Bhadreswar Railway Station on the Howrah Bandel Main-Line section of Eastern Railway and is well connected by NH2.

Let us aspire that this College of ours will become synonymous with quality education in the days to come.

### **The main Mission and vision of our College is to impart:**

- ❖ Education for learning and livelihood.
- ❖ Social consciousness and environmental awareness.

The following is the comparison of the college in the first cycle and the college that is now.



## CRITERION – I: Curricular Aspect

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Being an affiliated college, this institution does not have any room for developing curriculum. However, measures are taken by the college for effective delivery of the curriculum. Many workshops are conducted by the IQAC to help the faculties with the use of ICT and also quality development and delivery of curriculum. Strategies like student-centric learning methods, including case studies, group discussions etc. are conducted.

Feedback on the curriculum is taken online from the website and is also communicated to the university through the members who are in the Board of Studies.

	1 <sup>st</sup> cycle	2 <sup>nd</sup> cycle
Core curriculum		9 Programmes
Curriculum development	Nil	Nil
Certificate courses	Nil	2
Career oriented courses	Nil	Nil
Self-financial courses	Nil	Nil
Curriculum flexibility	N.A.	N.A.
Feedback on curriculum	Students	All Feedback
Board of studies	Nil	1



## CRITERION- II: Teaching Learning and Evaluation

The college has endeavoured to improve the quality of teaching learning process. The college has taken a number of steps towards this advancement. The college has also introduced a monitoring strategy where the mid-term review of the academic progress is done.

Admission is conducted online. A new method of post-examination profile mapping is conducted to understand the profile of the students and also to implement any improvements, if needed.

Much priority is given to awareness programs, such as gender awareness, environmental awareness, etc.

Student feedback is also taken through online. Links have been put in the college website.

	1 <sup>st</sup> cycle	2 <sup>nd</sup> cycle
Admission process	Manual	On-Line
Admission advertisement	College Notice Board	Website Notice Board
Women Empowerment	No such programmes	
Catering diverse needs	The college always gave importance and worked towards the diverse needs of its students, teaching staff and non-teaching staff.	Same as 1 <sup>st</sup> Cycle
Academic planning	At the beginning of the session every year the IQAC, the authorities and all the departments prepare an academic report that has to be followed by all the faculties. Mid-term review meetings are also held to review the development in quality of teaching learning.	Same as 1 <sup>st</sup> Cycle
Teacher's quality	As laid down by the UGC	Same as 1 <sup>st</sup> Cycle
Seminars		Three seminar funded by UGC, has been organise. National Level : 01 State Level: 02



### CRITERION- III:

### Research, Consultancy and Extension

The college has set up a research committee. This committee motivates the faculties to take up research projects. Due to this practice the interest towards research publications and major and minor research projects among the faculties has also increased.

Formally, the college does not provide any consultancy. However at a personal level the faculties provide consultancy to students.

	1 <sup>st</sup> cycle	2 <sup>nd</sup> cycle
Research committee	Nil	Yes
Research qualification		
Research output	Nil	1
Research pursuit	Nil	08
Collaboration	Nil	1) One Seminar Organised in Collaboration with Khalisani Mahavidyalaya, Chandannagore. 2) One seminar organized in collaboration with The Institute of Company Secretaries of India.



## CRITERION- IV:

### Infrastructure and Learning Resources

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	1 <sup>st</sup> cycle	2 <sup>nd</sup> cycle
Physical facilities		
Extracurricular activities		NSS, Various games
Infrastructure planning	Need based annual planning	Need based annual planning
ICT	Yes	Yes, but upgraded and expanded
Library	Partly computerized Books- Space- 72 sq. mtr.	Fully computerized Books- Space- 281 sq. mtr.
MIS/ERP	Not there in 1 <sup>st</sup> cycle	Implemented in 2 <sup>nd</sup> cycle
Internet facilities	Nil	Upgraded





## CRITERION- V:

### Student Support And Progression

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Kabi Sukanta Mahavidyalaya has always given much importance to student support and progression. For this purpose a method of profile mapping has been introduced. The progression data of students is also maintained. The college also has two active NSS units.

From the year 2014, the college has introduced online entry to services facility to support the final year students for clearing competitive examinations.

	1 <sup>st</sup> cycle	2 <sup>nd</sup> cycle
Student support	Student strength-	4572
Scholarships		
Healthcare facilities	Member of Students Health Home & Health check-up Centre	Same as 1 <sup>st</sup> Cycle
Welfare schemes	Students accidental Insurance	Students accidental Insurance
Remedial coaching	Nil	Yes
Entry to services	Nil	Yes



## CRITERION VI:

### Governance, Leadership and Management

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Kabi Sukanta Mahavidyalaya follows the motto of quality improvement and delivery through participative management.

Accordingly, a quality monitoring unit has been set for the above mentioned purpose. Performance appraisal of all the faculties are done using a method called 360 degree feedback where feedback from all stakeholders such as Students, Self, Colleagues and Principal using an online software.

Another element the college is working on is the introduction and expansion ICT for Governance and Quality Assurance. The college has undergone a number of positive changes in this respect.

Quality policies have been created and adopted keeping in view the vision and mission of the college. Perspective plan has also been created.

	1 <sup>st</sup> cycle	2 <sup>nd</sup> cycle
Quality improvement strategy	N.A	IQAC has framed a new and effective quality improvement strategy.
Faculty empowerment	As per UGC norms	As per UGC norms
IQAC	Nil	Yes
Financial management	Audits conducted	Audits conducted



## CRITERIA VII:

### Innovations and Best Practices

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Green audit has been conducted this year by an auditor certified CISA by ISACA, US. The college has made use of the findings of the audit report as a catalyst to improve the environmental awareness and make the campus green and clean.

A number of innovations have been introduced for the betterment of the quality in teaching learning and governance.

	1 <sup>st</sup> cycle	2 <sup>nd</sup> cycle
Green audit	NA	Green audit is conducted
Faculty empowerment	As per UGC norms	As per UGC norms
IQAC	Nil	Yes
Financial management	Audits conducted	Audits conducted
Administrative Audit	No	Yes



## SECTION B:

### Preparation of Self-Study Report

#### 1. Profile of the Affiliated College

##### 1. Name and Address of the College:

Name: <b>KABI SUKANTA MAHAVIDYALAYA</b>		
Address: <b>Bhadreswar, Hooghly</b>		
City: <b>Bhadreswar</b>	Pin: <b>712221</b>	State: <b>West Bengal</b>
Website: <b><u>www.ksmv.info</u></b>		

##### 2. for Communication:

Designation	Name	Telephone With STD code	Mobile & Fax	Email
Principal	Dr.Gour Kumar Kundu	O: 033 2633 6184 R: 033 2685 2618	9432090604	sukantacollege@gmail.com
Vice Principal	Nil			
Steering Committee Co-coordinator		O: R:		

##### 3. Status of the Institution:

Affiliated College	✓
Constituent College	
Another(specify)	

##### 4. Type of Institution:

###### A. By Gender

i) For Men	
ii) For Women	
iii) For Co-Education	✓

###### b. By Shift

i) Regular	
ii) Day	✓
iii) Evening	

##### 5. Is it a recognized minority institution?

Yes	
No	✓

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

6. Source of Funding:

Governing	
Grant-in-aid	✓
Self-financing	
Any other	

7.a. Date of establishment of the college:

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

**The University of Burdwan**

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i.2(f)	09-01-1991	
ii.12(b)	09-01-1991	

(Enclose the Certificate of recognition u/s 2(f) and 12(b) of the UGC Act) – Annexure 1

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) **Not Applicable**

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

(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*	Urban
Campus area in sq.mts.	0.661 (in acre )
Built up area in sq.mts.	1079.45

(\*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

\* gymnasium :

• Hostel

\*Boys 'hostel - **Does not have any**

i. Number of hostels

ii. Number of inmates

iii. Facilities (mention available facilities)

\*Girls 'hostel - **Does not have any**

- i. Number of hostels :
- ii. Number of inmates : **Nil**
- iii. Facilities (mention available facilities)

\*Working women's hostel

- i. Number of inmates
- ii. Facilities (mention available facilities)

- Residential facilities for teaching random-teaching staff

(Give numbers available—cadre wise)

- Cafeteria ✓
- Health centre ✓

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

Qualified doctor	Fulltime <input type="checkbox"/>	Part-time <input checked="" type="checkbox"/>
Qualified Nurse	Fulltime <input type="checkbox"/>	Part-time <input type="checkbox"/>

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

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

Sl no	Name of the Programme/is Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned/ approved Student Strength	No. of Students admitted*
1	Bengali(H)	3years	H.S.	Bengali	61	48
2	English(H)	3years	H.S.	Beng/Eng/Hindi	53	58
3	Accountancy (H)	3years	H.S.	Beng/Eng/Hindi	47	13
4	History(H)	3years	H.S.	Beng/Eng/Hindi	61	22
5	Sanskrit(H)	3years	H.S.	Beng/Eng/Hindi	47	17
6	Geography(H)	3years	H.S.	Beng/Eng/Hindi	31	31
7	Economics(G)	3years	H.S.	Beng/Eng/Hindi	---	59
8	Pol,Sc.(G)	3years	H.S.	Beng/Eng/Hindi	---	312
9	Bengali (G)	3years	H.S.	Beng/Eng/Hindi	----	370
10	History (G)	3years	H.S.	Beng/Eng/Hindi	----	418
11	English(G)	3years	H.S.	Beng/Eng/Hindi	-----	95
12	Sociology (G)	3years	H.S.	Beng/Eng/Hindi	---	218
13	Commerce (G)	3years	H.S.	Beng/Eng/Hindi	----	29
14	Geography (G)	3years	H.S.	Beng/Eng/Hindi	----	43
15	Sanskrit (G)	3years	H.S.	Beng/Eng/Hindi	----	166
<b>F) Certificate Course</b>						
16						
Post-Graduate			Nil			
Integrated Programmes PG			Nil			
Ph.D.			Nil			
M.Phil.			Nil			
Ph.D			Nil			
UGDiploma			Nil			
PG Diploma			Nil			
AnyOther (specifyand providedetails)			Travel and Tourism			

\* based on 1st year admission -2014-15

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	03
-----	---	----	--	--------	----

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	Department	UG		PG	Research
		Hons.	General		
		Bengali	Elective Bengali		
		English	Elec. English		
		History	History		
		Sanskrit	Sanskrit,		
		Geography	Geography		
			Political Sc,		
			Sociology		
		Accountancy	Accountancy		

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

<b>a. Annual system</b>	<b>15</b>
<b>b. Semester System</b>	
<b>c. Trimester system</b>	

17. Number of Programmes with

<b>a. Choice Based Credit System</b>	<b>N.A.</b>
<b>b. Inter/Multidisciplinary Approach</b>	<b>N.A.</b>
<b>c. Any other (specify and provide details)</b>	<b>N.A.</b>

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).....(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 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 / Government State Recruited			02	02	03	01	11	0	00	00
Yet to recruit										
Sanctioned by the	<b>PTTs &amp; CWTs (Govt. Approved)</b>									
	Male			Female						

other authorized	10	10				
Sanctioned by the Management	<b>Guest/Contractual Teachers</b>					
	Male	Female				
	12	06				

\*\* Associate Professor post are not sanctioned but four teachers were promoted to the posts through Career Advanced Scheme ( CAS) as designed by UGC regulations from time to time.

# Part-time Teachers & Whole Time Contractual Teacher ( West Bengal Govt. Approved )

## Guest Faculty and Casual Staff

### 21. Qualifications of the teaching staff:

<b>Permanent teachers</b>								
D.Sc./D.Litt.	--	--		--				
Ph.D.	--	--	2	--	1			
M.Phil.	--	--	2	--	1			
PG	--	--	--	--	--	--		
<b>Part-time teachers &amp; CWTs (Govt. Approved)</b>								
Ph.D.							1	
M.Phil.							5	
PG								
<b>Guest/Contractual Teachers</b>								
Ph.D.							--	
M.Phil.							--	
PG							--	

### 22. Number of Visiting Faculty/Guest Faculty engaged with the College.

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

SC	1st	54	23	85	73	119	75	79	62
	2nd	57	37	44	20	63	68	101	65
	3rd	55	33	52	38	36	18	49	58
ST	1st	04	01	11	08	08	09	15	08
	2nd	04	05	02	01	07	06	07	06
	3rd	04	05	02	04	01	01	05	04

OBC	1st	09	05	22	07	18	17	09	04
	2nd	02	01	06	04	22	06	14	14
	3rd	02	01	01	01	05	03	16	06
General	1st	232	159	220	191	242	182	193	183
	2nd	225	170	179	133	173	165	187	141
	3rd	338	160	185	162	143	121	121	148
Others		10	03	25	18	61	26	91	56

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	100%				
Students from other states of India	---				
NRI students					
Foreign students	---				
<b>Total</b>	<b>490</b>				

25. Dropout rate in UG and (average of the last two batches)

UG— Batch-1 : 2010 -13 = 190 PG— N.A.

Batch-2 : 2011 - 14 = 263

26. Unit Cost of Education

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

***Including the salary Component Rs.8652.00***

***Excluding the salary Component Rs.547.00***

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

Yes  No

If yes,

a) is it are 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

Faculty	Department	Teacher Student ratio	
Arts	Bengali	22:1	157:1
	English	18:1	155:1
	History	12:1	168:1
	Geography	13:1	10:1
	Sociology	---	446:1
	Sanskrit	8:1	61:1
	Political Science	---	679:1
	Economics	---	50:1
Commerce	Accountancy	7:1	15:1

29. Is the college applying for

Accreditation:  Cycle1  Cycle2  Cycle3

Cycle4

Re-Assessment:

*(Cycle1 refers to first accreditation and Cycle2, Cycle3 and Cycle4 refers to re - accreditation)*

30. Date of accreditation\*( applicable for Cycle2, Cycle3, Cycle4 and re-assessment only)

Cycle1:..... Accreditation Outcome / Result C++

Cycle2: .....(dd/mm/yyyy) Accreditation Outcome / Result.....

Cycle3: ..... (dd/mm/yyyy) Accreditation Outcome / Result.....

**\*Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.- Annexure 2**

31. Number of working days during the last academic year.

258

32. Number of teaching days during the last academic year

*(Teaching days means days on which lectures were engaged excluding the examination days)*

187

33. Date of establishment of Internal Quality Assurance Cell (IQAC) IQAC :

05-03-2007

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

i.AQAR	2007 - 08 Report Submitted on	(02/02/2009)
ii.AQAR	2008 - 09 Report Submitted on	(07/02/2010)
iii.AQAR	2009 - 10 Report Submitted on	(01/03/2012)
iv.AQAR	2010 - 11 To be Submitted	(DD/MM/YYYY)
v. AQAR	2011 - 12 To be Submitted	(DD/MM/YYYY)
vi.AQAR	2012 - 13 To be Submitted	(DD/MM/YYYY)

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



## **CRITERION - I :**

### **Curricular Aspect**

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#### **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:**

The main Mission and vision of our College is to :

- ✓ To make our students
- ✓ Academically sound
- ✓ Mentally alert
- ✓ Socially conscious
- ✓ Morally upright
- ✓ Environmentally aware
- ✓ 'Man' in the true sense of the term

##### **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).**

There exists a well outlined process for effective implementation of curriculum. Academic council meetings are called for at the beginning of the year. The academic plan is prepared in this meeting. All the faculties and also the IQAC are requested to give in their opinions and inputs. These inputs are analysed and decisions are taken based on them.

When the final academic plan is formulated it is put in the prospectus and communicated to all the stakeholders. The academic plan is to be followed by the faculties for delivery of curriculum effectively. If the faculties are not able to complete the syllabus in the given period of time they are asked to take extra classes.

##### **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 IQAC of the college stimulates the faculties to involve themselves in Faculty Development Programs (FDP), Seminars sporadically so that they are aware about the new up gradation or build out when it comes to the subject they handle. This can also help the students to learn better.

The faculties are also trained on the usage of ICT for a better and effective delivery of curriculum.

**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 has a communication with the Affiliating University and the various academic situations in the college are discussed in the meetings held by the college. The IQAC advises the faculties to take part in the seminars, conferences and symposia etc. The faculties are asked to produce an academic plan at the beginning of the session and which is to be strictly followed by the faculties. Any deviation from the plan is checked by the IQAC and measures are taken to rectify them and help the faculties to deliver effective curriculum in the described period of time.

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

There is no actual formal mechanism in the college to interact with the beneficiaries such as industry, research bodies etc. However, the faculties act at an informal level communicate with the industry and other beneficiaries when they attend seminars, conferences and symposia in other colleges.

**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.**



Sl. No.	Name	Board / Bodies	Departments
01	Dr. Srikumar Deb	The University of Burdwan	History

The students are asked to give feedback and this feedback is also analysed.

Feedback is also taken from the guest faculties who visit the college to deliver lecture.

**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 the details on the process (‘Needs Assessment’, design, development and planning) and the courses for which the curriculum has been developed.**

Individually faculty member does help in developing curriculum in the U.G. Board of studies, e.g. Dr. S. Deb; associate professor in history is involved in such business in the U.G. board of studies.

**1.1.8 How does institution analyse / ensure that the stated objectives of curriculum are achieved in the course of implementation.**

An academic strategy formulated at the very beginning of the year and the IQAC sees to it that this academic plan is followed by all the faculties without any deviation. If any such deviation is observed, measures are taken by the college to overcome the same. RG: if the syllabus is not completed in the given time as mentioned in the academic plan, the faculties are asked to take extra classes to complete the same.

**1.2 Academic Flexibility**

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

One of the goals of the college is to make students employable. The college has partner with WEBEL to provide certificate courses on all its students.

The college is seriously considering the option of providing certificate course on commutative English and language lab.

Certificate course in Travel and Tourism is conducted by the institution.

**1.2.2. Does the institution offer programs that facilitate twinning/dual degree? If ‘yes’ give details**

The institution at present does not offer any dual degree.

**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 skill development, academic mobility, progression to higher studies and improved potential for employability.**

- ✓ The Range of Core/Elective options offered by the University, are opted by the college :  
Choice of electives is available for degree courses (Hons and Gen).
- ✓ Choice based Credit System and range of subject options : Not Applicable
- ✓ Courses offered on modular form : Not applicable
- ✓ Credit transfer and accumulation facility : Not applicable
- ✓ Lateral and vertical mobility within and across programmes and courses : Not applicable
- ✓ Enrichment courses : Career guidance cell organizes workshops and seminars

**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 has not been able to start any self-financed courses as of now.

**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**

Several workshops have been organised by the college Career Counselling Cell to provide additional skill oriented programmes, relevant to regional and global employment markets, details will be submitted if required.

**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 institute take advantage of such provision for the benefit of students?**

There is no provision for distance mode of education. 75% attendance is mandatory for any student for sitting in the University exams.

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**

The students are asked to take part in group discussions, debate etc.

The College IQAC always advises the students and the faculties to take part in seminars, conferences etc. Students are also taken for site visit so that they can have been exposure and practical experience.

**1.3.2. What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experience of the students and cater to needs of the dynamic employment market?**

Please refer to the Answer of 1.3.1

**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**

Various committees have been formed in the college like women's Cell, NSS wing etc. women's Cell deals with issues like gender etc. The NSS wing of the college also works towards bringing about awareness about environment. Lot of activities that are organized by the NSS wing of the college.

**1.3.4. What are the various values-add courses / enrichment programmes offered to ensure holistic development of student?**

The college does not have any value added courses as of now.

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

The IQAC takes feedback from the students on how the curriculum is delivered and how it can be improved further. If any genuine issue arises in this respect measures are taken to overcome them. Students are also benefitted by this. Feedback is taken from the students at an informal level on the delivery of curriculum by the faculties. This feedback is analysed and necessary steps are taken by the management and the IQAC in further enriching the curriculum.

Alumni of the college also play an important role in the feedback system. The feedback from them is taken along with well thought out suggestions which are implemented with endorsement from the Governing Body meeting.

To make things easier there is a link provided in the college website to give feedback to the college.

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

As of now there are no enrichment programs offered by the college.

**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?**

Refer answer to Question No. 1.1.6 given above

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

The college does not have any hard and fast mechanism to obtain feedback on curriculum. However, feedbacks are taken informally from all the stakeholders: e.g. students, alumni etc. The parents are also called for meetings and they are asked to give suggestions about how the curriculum can be made better.

A link is also provided on the website for giving feedback to the college.

Sample feedback format is attached in Appendix N.

**1.4.3 How many new programmes / Courses were introduced by the institution during the last 4 years? What was the rationale for introducing new courses / programmes?**

Course	Year of introduction	Purpose of starting the course
Sanskrit (Hons)	2009	Demand from the Students, Local Pressure and feeder school

**Any other relevant information regarding curricular aspects which the college would like to include.**

There is no scope for inclusion as curricular is framed / prepared by the university itself.



## **CRITERIA II: Teaching Learning And Evaluation**

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### **2.1 Student Enrollment and Profile**

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

The admission process is entirely in the hands of the college as per the university rules and regulations. The students are required to apply online. The applications are preserved keeping in view the reservation scheme by the Govt. The entire process of admission is made on the basis of merit and the entire process is open for any scrutiny at any point of time.

#### **2.1.2 Explain in detail the criteria adopted and process of admission.**

The admission process is completely under the control of the college. Students The students are required to apply online. The entire process of admittance is made on the basis of merit. After screening the applications a merit list is prepared and put up on the notice board and in the college website.

#### **2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes 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 entry level is 45%. There is no maximum percentage of marks for admission at the entry level. The other colleges in the district also set some percentage of marks (45%) at the entry level as this is the criteriaon fixed by the University

#### **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?**

**The admission process and student profiles are reviewed by:**

- ✓ The student profiles are analysed and a report is prepared. This report is further scruti-nised by the higher authorities such as Principal and the Governing Body.
- ✓ The process of admission itself is subjected to impeccable thorough review.

**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 follows the reservation policy of the Govt of West Bengal when it comes to SC/ST/OBC/PH.

There is no reservation policy for the minority community, women

After the process of admission the student profiles are generated .This report is further scrutinised and if any particular group of students is found to be lesser then measures are taken so that the same dosent happen in the next year.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement

Programmes	Number of applications				Number of students admitted				Demand Ratio			
	2010-11	2011-12	2012-13	2013-14	2010-11	2011-12	2012-13	2013-14	2010-11	2011-12	2012-13	2013-14
UG												
<b>B.A. (Honours)</b>												
1	Bengali			213				61				3.49

2	English				107				58				1.84
3	History				64				22				2.90
4	Sanskrit				56				17				3.29
<b>B.Sc. (Honours)</b>													
1	Geography				290				31				9.35
<b>B.Com (Honours)</b>													
1	Accountancy				13				13				1
<b>General Course</b>													
1	El. Bengali				997				418				2.38
2	El.English				997				95				10.4
3	Economics				100				52				1.92
4	History				997				418				2.38
5	Political Sc				100				52				1.92
6	Sociology				997				218				4.57
7	Geography				120				43				2.79
8	Sanskrit				997				166				6.00
9	Accountancy				29				29				1.00

## 2.2. Catering to Student Diversity

### 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 institution caters to the needs of the differently abled students as much as possible. As of now there are no differently abled students in the college but there are provisions like special arrangement in the library, comfortable seating arrangements during exams etc. for their benefit.

### 2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

The students' need in terms of knowledge and skills is assessed before the commencement of the program as:

Even before the start of new session the profiles of each of the students are analysed and weaker students picked. For this particular group of students bridge courses are conducted to help them get in par with the other students of the same course. MCQ tests are conducted for the new students. All the students who require special attention are analysed based on the results of the MCQ mock and appropriate measures are taken to help them.

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

Orientation session is conducted for the new batch. Extra classes and special attention is given to the students who lag behind compared to others in academics. Due to this practice the weaker students score better in the exams. Apart, remedial courses are arranged to bridge the knowledge gap of the enrolled students.

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

The college has a NSS wing that is working towards bringing environment awareness among the students. Many extension activities are organised by them to uphold the same. Apart from that the NSS units hold seminars, symposiums to sensitize the staff and students on issues of gender and inclusion.

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

The teachers by their daily interactions with the students determine the advanced learners. These students are asked to attend extra classes, if necessary and special attention is provided to them to enable and encourage them to score better in the final University exams.

**2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at 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)?**

The students who are at the risk of dropout are identified by:

- ✓ All students coming from an economically backward section of the society are identified by looking at their student profile report.
- ✓ They are also identified when the faculties communicate with them daily. The HOD's monitor the performance of the students by analyzing their academic performance. The students who are scoring lesser are identified and extra attention is given to them and care



taken to help them achieve better results.

### **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.)**

Teachers' Council meeting held during the beginning of the session where the academic calendar is prepared. This academic calendar contains internal assessment dates, holidays, other curricular and co-curricular activities of the college. In preparing the academic calendar the suggestions of faculty are incorporated. This calendar is communicated to all the departments in the college.

Each faculty is expected to submit a teaching plan before the beginning of the session. The faculties are expected follow the same plan. If they are facing difficulties in keeping up with the schedule then measures are taken to overcome them.

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

There is an IQAC cell that keeps a watch on the academic plan and it asks the faculties to keep up with this plan. Sometimes there are instances where the faculties are not able to cope with the actual academic plan. In such an instance the IQAC takes measures so that the problem is solved and the students are not at a loss.

#### **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 the students?**

The learning is made more student-centric by:

- ✓ The IQAC cell stresses more on ICT. The faculties are asked to equip themselves with the usage of ICT. Trainings are also conducted to help the faculties to be well versed with it.
- ✓ The students are asked to give seminars on the subject topic. This change in teaching methodology is helping the students to understand the topic better.

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

The college has always tried to create an environment where the student's critical thinking and creativity receives a higher priority. The students are asked to involve themselves in group discussion, quiz competitions etc. These churn a sense of creativity in the minds of students and thus transform them into lifelong learners and innovators.

**2.3.5. What are the technologies and facilities available and used by the faculty for effective teaching? Eg: 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 has always stressed on the use of technological aids for teaching purpose. The faculties are encouraged to use audio visual aids like projectors etc. They are also advised to make use of power point presentations while teaching so that the students are benefitted with better understanding of the topic.

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

The IQAC has always advised the departments to organise seminars and conferences. The faculties are also encouraged to attend seminars and conferences in other colleges which will help them get exposed to advanced level of knowledge and skills. This knowledge can also be shared with the other faculties in the college so that a healthy learning atmosphere is created in the institution. The faculties also attend Faculty Development Programms whenever possible.

**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?**

A student mentoring process is put in place in which every student is assigned to a mentor. The mentor documents, the personal and academic goals of the student and periodically checks in with the students if the goal is achieved.

The mentor also interacts with the students beyond classroom using online collaborative

technologies. The students post queries to the faculties.

**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 faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

The faculties conduct quiz, debate etc on the academic topics. The students are also asked to give seminars choosing a topic of their choice from the syllabi subject. This has helped the students to gain much confidence in the subject. The college also provides computers and internet facilities for faculties so that they can gain better knowledge about the subject and also upgrade themselves with the latest innovations in teaching practices. The faculties also make use of ICT like projectors etc for teaching. The faculties are also advised to make use of Power point presentations for teaching purposes. The faculties also attend seminars and conferences which again give them a lot of exposure to innovative practices in teaching which can be used in the college.

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

The college has a well-equipped library. This library has enough books for the students. Any new books or magazines added to the collection are notified to the students by putting up a list of such books in the library notice board. The faculties always encourage students to make use of the library as much as possible.

**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.**

The college follows an organised and well thoughtout plan for the completion and delivery of curriculum. Usually there is no difficulty in completing the curriculum. If at all in case the faculties are not able to deliver the curriculum in the prescribed time, they are asked to take extra classes so that the students are not affected.

As the college has a well organised system for the delivery of curriculum the faculties do not face any difficulty in completing the necessary curriculum. If there is any occurrence where

the faculties are not able to complete the syllabus in the given of time, they are asked to take extra classes for the benefit of students.

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

The college has introduced a system of 360 Degree feedback where feedback is taken from 4 domains namely: students, self, colleagues, and principal for evaluating quality of teaching learning.

## 2.4. Teacher Quality

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.

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Femal	
<b>Permanent teachers</b>							
D.Sc./D.Litt.							
Ph.D.			2		1		
M.Phil.				2	1		
PG			2	2	3		
<b>Part-time teachers &amp; CWTTs (Govt. Approved)</b>							
Ph.D.						1	
M.Phil.					6	2	
PG					10	10	
<b>Guest / Contractual Teachers</b>							
Ph.D.							
M.Phil.							
PG					12	6	

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.

- ✓ The college faculties are usually recruited through College Service commission.
- ✓ The college also appoints guest faculties who are expert in their subjects to come and teach in the college.

✓ The college also gives ads in the website whenever there is necessity of more faculties.

### 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.

The following faculties have attended FDP in the last 4 years for enhancing their teaching quality:

#### a) Nomination to staff development programmes

Sl. No	Academic Staff Development Programmes	Number of Faculty Nominated			
		2009-10	2010-11	2011-12	2012-13
1	<b>Refresher courses</b>	01	01		01
2	<b>HRD programmes</b>	Nil	Nil	Nil	Nil
3	<b>Orientation programmes</b>	02	Nil	01	Nil
4	<b>Staff training conducted by the university</b>	Nil	Nil	Nil	Nil
5	<b>Staff training conducted by other institutions</b>	Nil	Nil	Nil	Nil
6	<b>Summer/ winter schools, workshops, etc.</b>	Nil	Nil	Nil	Nil
7	<b>TOTAL</b>	Nil	Nil	Nil	Nil

#### b) Number of Faculties pursuing Ph.D and completed course work.

Sl.No	Name of Faculty	Department	Status
01	Subrata Sarkar	Commerce	Asst. Prof.
02	Partha Sharma	Bengali	CWTT
03	Maitreyee Dasgupta	Bengali	PTT
04	Tamali Ghosh	Sanskrit	PTT
05	Adwaita Kr. Das	Lib. Science	Librarian

#### c) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technologies for improved teaching-learning

#### d) Teaching learning methods

The college IQAC initiates training for faculties on using ICT as much as possible. The

faculties have now started using ICT aids for teaching purposes and this has also helped the students to understand the subject in a better and interesting way. The faculties are also asked to attend seminars and conferences whenever possible.

The college has also given facilities like computers and internet facilities for faculties to help them get a better exposure to the latest trend and technologies in teaching and learning.

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

The collage IQAC has set up a Research cell that motivates the faculties to take up research projects, academic publications etc. There is a provision where study leave is also provided for faculties who are pursuing their Ph.D. Sufficient Support is also provided for faculties who want to take up research projects.

**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?**

Evaluation of teachers by students is done in the college using a system called 360 Degree feedback. Here in this system feedback is taken from 4 domains: Peer, Principal, Self, and Students. The given feedback is analysed using cloud based software. This analysis report is used for improving the quality of teaching learning process.

## **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?**

The college at the beginning of the session sits together with the faculties and other members

to sketch out the academic calendar. This academic calendar consists of details such as exam dates, internal assessment dates, list of holidays etc. This calendar is also provided in the college prospectus which is given to the students and parents.

The college follows an evaluation process which is very transparent. The answer sheets of students, after correction, are made available to the parents. This way the parents can know where their children are going wrong and how this can be corrected. There is a practice of conducting parent-teacher meetings in the college where every parent is given detailed report of how their children perform in the academics and they are also suggested improvements, if needed.

### **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?**

There is nothing much that can be done when it comes to the University final exams. The college follows all the rules of the exams laid down by the University to which the college is affiliated to.

The college has provision to have different evaluation methods in the class tests and internal assessments. The college has introduced a system of online MCQ for the internal assessment and class tests. The students who are academically weaker are identified using these tests and are given extra attention to help them score better. Sometimes extra classes are also conducted, if necessary.

### **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?**

As the college is affiliated to the University, it follows all the evaluation reforms laid down by it. However, the college also follows certain evaluation reforms on its own like online MCQ test etc. These reforms are implemented and improvised by conducting meetings periodically. When it comes to attendance, students having 75% attendance, are allowed to appear for the university final exams. All the parents of students, who have shortage of attendance, are called for a meeting and are told about the matter and are also asked not to encourage this kind of behaviour of their wards.

**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.**

The college follows a strategy of Continuous assessment in the form of formative evaluation. This process includes internal assessment, group discussions, quiz etc.

The college also conducts periodical internal assessment and class tests well before the start of the final university exams so that the students are completely prepared for the finals and it also boosts their confidence level when it comes to scoring well. The students who are lagging behind in academics are also identified during these tests and extra help is given to them so that they don't feel left out and can improve their score in the final exams.

**2.5.5. 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 student 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 conducts periodical class tests and internal assessments. These marks are analysed and a track record is maintained for each student. By the help of these reports academically weaker students are picked and extra attention is given to them by conducting extra classes etc.

**2.5.6. 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.)**

The college conducts periodical internal assessments for students. In any case if the parents want to have a look at the answer scripts of students it is made available. If the students are not satisfied with the marks given in the internal assessments they can ask for re-evaluation of their answer scripts. This way there is transparency in the internal assessment methods.

**2.5.7. Does the institution and individual teachers use assessment/evaluation 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 student's performance is analysed considering both the academic performance and the



participation in extracurricular activities. This way the students' overall development is improved significantly.

**2.5.8. What are the mechanisms for redressal of grievances with reference to evaluation both at the college and university level?**

There is a grievance redressal cell set up in college. If there is any situation where the students are having issues with the marks given to them in the internal assessment they can always look up to the grievance redressal cell to solve this or they themselves can ask for re-evaluation of their answer scripts which will be done by the faculties. Any other problem with evaluation can also be told to the Departmental Heads who will take care of it and sees that it the problem is resolved.

**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?**

The college has a very specific learning outcome which gives priority on the holistic development of students and also on making the students self-employable.

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

As the college has a specific learning outcome which gives priority on the holistic development of students and also on making the students self-employable, extension activities are given importance along with academics. These extension activities like NSS, brings about a sense of social responsibility of the student towards the society. This is a key ingredient for the students to become independent and a sane citizen.

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

The college occasionally organises study tour, field trips, seminars where eminent faculties from outside are invited to give lecture. These initiatives promote a sense of research aptitude among the students.

**2.6.4. How does the institution collect and analyse data on student learning outcomes and use it for planning and overcoming barriers of learning?**

The college conducts internal-assessments and class tests. The results of these tests are analysed and the students who are academically weaker are identified. These students are asked to attend extra classes, if necessary, and extra attention is given to them so that they are encouraged to score better in the final exams of the University.

**2.6.5. How does the institution monitor and ensure the achievement of learning Outcomes?**

The process of summative and formative exams is followed by the college for students. In this process the student's academic progress is tracked. Using this track record the students who require more academic attention are identified and measures are taken to help them score better in the exams. Remedial coaching and extra classes are also conducted, if required.

**2.6.6. What are the graduate attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?**

The University has a benchmark of score specified which are graduate attributes of a student. The college, however, believes differently. Here in this institution we give priority to the holistic and complete development of students which includes making a student employable and a sane citizen with social responsibilities.



## **Criterion III: Research, Consultancy and Extension**

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### **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?**

As of now, The College does not have any recognized research center of the affiliating university or any other organization. However the college has plans to bring in some improvements in this aspect.

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

As of now the college has a research committee which encourages the faculties to take up research projects.

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

- a) Research Committee has been formed.
- b) Logistic support is provided to researchers.
- c) Study leave is given to carry on and finish the research projects, as per University norms.

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

The institution makes efforts in developing scientific temper, research culture and aptitude among students by encouraging and motivating them to attend more and more seminars and conferences in the college and also outside the college.

**3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.**

Sl. No.	Name of Faculty	Title of Project	Present Status
01	Subrata Sarkar	Problems and Prospects of Coir Industry in West Bengal : A Study	Under Processing
02	Kalyan Kanti Dutta	Application of Economic Value added in Financial performance evaluation.	Under Processing
03	Maitree Dasgupta	Saradindu Bandhyopadhyay Oithiashik Upanyash O Chotogalper Bahumatrix Jana Jeeban	Under Processing
04	Tamali Ghosh	Gupta Purba - Gupta - Gupta Parabarty Yuger Shilpa Sanaskriti abong Sanskrito Bhasha	Under Processing
05	Partha Sharma	Shadhinatar Parabarty bangla kabitar gati prakiti 1947-1977	Under Processing
06	Kinki Chattopadhyay	A Socio Economic Study Of Railway Women Hawkers in Five Districts Of West Bengal	Under Processing

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

Data not available

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

As such, there are no prioritized research areas in the institution. However, there are plans for having experts in the college in research areas in the near future.

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

The college invites eminent faculties and research scholars from outside to give lectures in the college and also to interact with the students and faculties. This interaction encourages the students and faculties to take up research work.

**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?**

No faculty has utilised sabbatical leave for research activities yet. However, there is provision for such leave for faculties who want to pursue research activities.

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

There is no such initiative as of now.

### **3.2 Resource Mobilization for Research**

#### **3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.**

As of now the college has no budget earmarked for research. However, the college has plans to put aside certain amount of budget for research purposes.

#### **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?**

NA

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

Since the college doesn't offer any science course the scope of student research is limited.

As of now no student has undertaken any research projects.

#### **3.2.4 How does the various departments / units / staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.**

The college has asked different departments to organize inter disciplinary research projects.

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

The college has a process where different equipments like computers, projectors etc are pooled so that different departments can make use of all this efficiently and optimally.

**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.**

Nil

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

The ongoing research projects of our faculty members include the following:

Sl. No	Name of the Faculty	Title of the Project	Amount (In Rs.)		Total Grant Received Till Date
			Sanctioned	Received	
1.	Smt. Kinki Chattopadhyay	A Socio Economic Study Of Railway Women Hawkers in Five Districts Of West Bengal	1,09,450	85,000	05-02-2013

### **3.3 Research Facilities**

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

Data Not available

**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 areas of research?**

Training is given to faculties on the use of ICT efficiently. The college also conducts workshops to meet the growing needs of research in the college.

**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.**

No grant was received by the faculty for developing research.

**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 have any collaboration on research facilities outside the campus

However the college IQAC and its management is taking up measures for signing MOUs with

other institutions to make the research facilities available for students and research scholars outside the campus.

**3.3.5 Provide details on the library / information resource centre or any other facilities available specifically for the researchers?**

The college has provided internet and computer facilities to the faculties pursuing research.

**3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.**

The college has a computer lab that can be used by students and faculties for research purposes.

**3.4 Research Publications and Awards**

See Item No. 19 of Departmental Profile

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

- ✓ Patents obtained and filed (process and product): NA
- ✓ Original research contributing to product improvement: NA
- ✓ Research studies or surveys benefiting the community or improving the services: YES
- ✓ Research inputs contributing to new initiatives and social development: NA

**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?**

No such activity yet.

**3.4.3 Give details of publications by the faculty and students:**

Nil

**3.4.4 Provide details (if any) of**

- ✓ research awards received by the faculty - NIL
- ✓ 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 encourages the faculties to take part in seminars (national, international) etc. so that they get a chance to interact with other industry experts and also to update themselves with the latest trend in technology.

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

The college faculties are always available during college hours for any consultancy purposes.

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

The consultancy service envelopes those field in which a particular faculty member is expert in. In our college the faculties provide consultancy at a personal level informally.

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

The college does not have any formal consultancy services to be provided for other institutions. However, the faculties provide consultancy services at a personal level informally, whenever necessary.

#### **3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?**

The college has a policy that if any revenue is generated from consultancy the faculty gets to keep 75% of the total income.

### **3.6 Extension Activities and Institutional Social Responsibility (ISR)**

#### **3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**



The NSS unit of the college organizes many extension activities. These activities are conducted so that the students become aware of their responsibility towards the society.

There is a Women's Cell in the college that is working towards eradicating the issues on gender sensitization, equality for women etc. The college also celebrates women's day in collaboration with this cell. Gender audit has also been conducted for the girl students in the college.

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

The college has two NSS units that encourage students to take part in extension activities.

**3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

The college has a practice of conducting parent teacher meetings to update the parents with the overall performance of their ward. This practice solicits stakeholder perception on the performance and quality of the institution.

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

Data not available

**3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC and other National/International agencies?**

The college has NSS wings that encourage the students to join them and take up extension activities. These activities bring about a sense of social responsibility among the students and are a vital factor in the overall development of an individual.

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

The college has adopted two under privileged villages in the adjacent Bighati gram panchyat

by two NSS units for the upliftment of their Socio-Economic Conditions.

**3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.**

The college has two NSS wings that conduct various extension activities in the college for students. These activities bring about a sense of social responsibility in the students. As the college concentrates on the overall development of students, this sense of responsibility towards the society plays an important role in developing the academic learning experience of the students.

**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?**

The college conducts programs that benefit the community in some or the other way. The local community members are told about these activities so that they are benefitted.

**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.**

Sl. No.	Title of the programme	Organized by	Period of programme	Place of programme
1	Eye Awareness Programme	Netradarpan (NGO)	2013-2014	Adopted Villages by NSS Units and College Campus

**3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years. Please provide details - certificates/recognitions from panchayat etc.**

Data not available.

**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 - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

There is no formal mechanism to collaborate and interact with research laboratories etc.

outside the college.

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

As of now there are no MOUs signed.

**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 college has a tie up with an external agency that provides placement services. This portal is called campus placement manager.

**3.7.4 Highlighting 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.**

Nil

**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 -**

a) Curriculum development/enrichment

b) Internship/ On-the-job training

c) Summer placement

d) Faculty exchange and professional development

1. One State level Seminar and One Publication had been jointly undertaken with the Dept. of History of neighbouring Khalishani Maha Vidyalaya .

e) Research

f) Consultancy

g) Extension

Two Inter College Camp Attend by NSS Dept, Balagarh Bijoy Krishna Mahavidyalaya, Bijoy Narayan Mahavidyalaya.Itachuna

h) Publication

- i) Student Placement
- j) Twinning programmes
- k) Introduction of new certificate courses Graphic Design - 6 Months  
For Recitation and Proof Reading - 3 Month  
For Functional and Communicative English - One Year
- l) Student exchange
- m) Any other

There is no formal MoU signed with any external agencies. However, for placement support we have a tie up with an external agency. The portal they provide is called campus placement manager. The students can login and check the jobs made available to them by the college.

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

There are no external linkages or collaborations as of now.

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

Nil.



## Criterion IV:

### Infrastructure and Learning Resources

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#### 4.1 Physical Facilities

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

The institution has taken steps for creation and enhancement of infrastructure that facilitate effective teaching and learning.

The college has provided smart classrooms for this purpose. All the departments can make use of it, whenever necessary.

##### 4.1.2 Detail the facilities available for

###### a) Physical Facilities

i)	Laptop	05
ii)	Smart Board	05
iii)	Projector	03
iv)	Public Address System	03
v)	Digital Camera	03
vi)	LED Monitor	02
vii)	Xerox Machine	02
Vii)	Generator	02

##### 4.1.3 How does the institution plan and ensure that the available n 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 IQAC of the college collects all data about the session plan. Based on this the session plan IQAC decides if all the resources are being used optimally or not. There is also information about the resources that are being used in the college and their percentage of utilisation.

#### 4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

In order to make the office user-friendly, especially for students with physical disability, railings have been built in the stair case of the administrative building.

#### 4.1.5 Give details on the residential facility and various provisions available within them:

Nil

#### 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?

- a) The college has a facility of First aid kit if necessary. Clean and pure drinking facilities are provided by making use of aqua guard.
- b) Health checkup unit has also been provided.

#### 4.1.7 Give details of the Common Facilities available on the campus -spaces for special units like

Sl. No.	Unit	Place of location	Teacher-in Charge
1.	Women's Cell	Ground Floor	Smt. Kinki Chattopadhyay
2.	IQAC	1 <sup>st</sup> Floor - Room No 7	Smt. Kinki Chattopadhyay
3.	Redressal Cell	Ground Floor	The Principal Chairman
4.	Canteen	Ground Floor	Dr. Srikumar Deb
5.	Safe Drinking Water	Ground Floor / 1 <sup>st</sup> Floor	Malabika Mondal

The college has committees like women's Cell, IQAC, Grievance Redressal Cell, for the staff and students'. Pure and safe drinking water is made available to all the students and faculties are also provided using aqua guard.

## 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 Library advisory Committee is composed of the following members:

The Library advisory Committee is composed of the following members:

1. Adwaita Kumar Das (Librarian)
2. Dr. Subhajit Ganguly
3. Dr. Srikumar Deb
4. Prof. Kinki Chattopadhyay
5. Prof. Malabika Mondal
6. Prof. Subrata Sarkar
7. Dr. Ashoke Krishna Chatterjee
8. Prof. Prasenjit Pal
9. Prof. Saheli Naik

**4.2.2 Provide details of the following:**

- ✓ Total area of the library (in Sq. Mts.): 3500 Sq.Ft.
- ✓ Total seating capacity: 80 Students
- ✓ Working hours (on working days, on holidays, before examination days, during examination days, during vacation): 8 hrs. ( Except on sun days and holidays )
- ✓ Working days : 258 Days
- ✓ Holiday : 52 Days
- ✓ Before Exam days : 242 Days
- ✓ During Exam days : Normal lending is postponed
- ✓ During Vacation : 242 days X 7 hrs.
- ✓ Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)
- ✓ The Library provide space for : Individual reading carrels: Nil
- ✓ Lounge area : Not Applicable
- ✓ IT zone for accessing e-journals: Yes

**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. Purchase of reading materials in the library is ensured as the demands placed by students and teachers and as per allocation of funds discussed in Library Committee.**

Library holdings	Year -1		Year – 2		Year – 3		Year – 4	
	April 2010 to March 2011		April 2011 to March 2012		April 2012 to March 2013		April 2013 to March 2014	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	304	67,632	1437	3,27,120	1000	2,22,174	287	63,745
Reference Books	131		631		429		123	
Journals/ Periodicals	04		04		04		04	
e-resources								
Any other (specify)								

**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 : Nil
- ✓ Federated searching tools to search articles in multiple databases- Yes
- ✓ Library Website-Yes
- ✓ In-house/remote access to e-publications: Yes, we have such facility
- ✓ Library automation -Yes
- ✓ Total number of computers for public access : 15
- ✓ Total numbers of printers for public access-one
- ✓ Internet band width/ speed 1 - 2mbps Nil - 10 mbps Nil - 1 gb (GB) :
- ✓ Institutional Repository: It is with our Research Cell ? Content management system for e-learning-Yes
- ✓ Participation in Resource sharing networks/consortia (like Inflibnet): members of N-List



#### **4.2.5 Provide details on the following items:**

- ✓ Average number of walk-ins: 350 / Day
- ✓ Average number of books issued/returned : 210 / Day
- ✓ Ratio of library books to students enrolled: Books: 8 Books
- ✓ Average number of books added during last three years: 2104 (2011-12), 1429 (2012-13), 410 (2013-14) ? Average number of login to opac (OPAC): No
- ✓ Average number of login to e-resources: No
- ✓ Average number of e-resources downloaded/printed: No
- ✓ Number of information literacy trainings organized: No
- ✓ Details of “weeding out” of books and other materials:

#### **4.2.6 Give details of the specialized services provided by the library**

- ✓ Manuscripts -No
- ✓ Reference Library presides reference service of different types
- ✓ Reprography -Yes
- ✓ ILL (Inter Library Loan Service) -Yes
- ✓ Information deployment and notification - Yes
- ✓ Download - Yes
- ✓ Printing - Yes
- ✓ Reading list/ Bibliography compilation - No
- ✓ In-house/remote access to e-resources - Yes
- ✓ User Orientation and awareness - Yes
- ✓ Assistance in searching Databases - Yes
- ✓ INFLIBNET/IUC facilities -No

#### **4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.**

- a) Books circulation - Yes
- b) Journals circulation - Yes
- c) Text books guide - Yes

- d) Journals guide - Yes
- e) OPAC assistance - Being processed
- f) Internet resources search assistance - Yes

**4.2.8 What are the special facilities offered by the library to the visually / physically challenged persons? Give details.**

No Special facility in this regard is available.

**4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?):**

Yes, feedback is taken from the library users by a suggestion box that is kept in the library.

This feedback has been analysed and corrective measures are taken.

**4.3 IT Infrastructure**

**4.3.1. Give details on the computing facility available (hardware and software) at the institution.**

Sl. No	Name of Lab	No of Computers	RAM	HDD	Processor
1	Geography lab	15	4GB	500GB	Intel P IV

Standalone facility

LAN facility: Yes

Wifi facility: Yes

Licensed software: TNT MIPS Professional 1, Basic - 5,

Number of nodes/ computers with Internet facility: Yes

**4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?**

The students and faculties are provided with internet and computer facility which can be used by them whenever needed.

### **4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?**

The college upgrades the IT infrastructure and associated facilities whenever necessary. Internet facilities are provided to the faculties and students which can be used by them whenever needed.

### **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)**

<b>Item</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>
30	15000	20000	25000	30000

### **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 LCD projector and smart boards that can be used of for giving power point presentations and seminars for students. The college has also provided the facility of internet and computers for the faculties to make use of.

### **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.**

The IQAC conducts training programs for faculties on the usage of ICT for teaching and learning. The faculties and students can make use of internet facilities provided in the college when necessary.

### **4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

Not available.

## **4.4 Maintenance of Campus Facilities**

### **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)?

SL. No.	Infrastructure	2009-2010	2010-2011	2011-2012	2012-2013
1.	College Garden	*			

\*The College has a small garden in the campus for the maintenance of the garden an amount of Rs.5000.00 (Approx) is allocated from the college contingency fund.

**4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?**

The college for Maintenance of Computer and other software has agreement with external agencies. The college also has committees that look after the infrastructure related work and its maintenance.

**4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?**

Each department has a list of equipment. Inventory check is carried out to determine the present equipment of the departments.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?**

The lab in charge or assistant takes care of the sensitive equipment in the lab, if any. The electrician takes care of the electrical equipment in the college.



## CRITERION V:

### Student Support And Progression

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#### 5.1 Student Mentoring and Support

**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?**

Yes, the college publishes its updated prospectus annually. This prospectus has information about the different courses available in the college, fee structure, and extension activities in the college and academic calendar. The academic calendar contains all the information about the dates of class tests/internal assessments, holidays etc. This academic calendar is to be followed by all faculties.

**5.1.2 Specify the type, number and amount of institutional scholarships /free ships given to the students during the last four years and whether the financial aid was available and disbursed on time.**

A number of scholarship schemes introduced by the state Govt. are made available to the students of our college.

State Merit Scholarship

- ✓ Minority scholarship
- ✓ Higher Education Scholarship

**5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?**

Data not available.

**5.1.4 What are the specific support services/facilities available for Students from SC/ST, OBC and economically weaker sections ?**

Remedial Classes are held for weaker sections of students.

- ✓ Students with physical disabilities

i. Students with physical disabilities are helped by providing convenient seating arrangement during exams and tests. Library also has special facilities for such students while issue and return of books.

✓ Overseas students

There is no overseas student.

✓ Students to participate in various competitions/National and International

Students are encouraged to take part in various national and state level competitions.

✓ Medical assistance to students: health centre, health insurance etc.

First aid box is available.

✓ Organizing coaching classes for competitive exams

Online software available for entry into services.

✓ Skill development (spoken English, computer literacy, etc.,)

Communicative English to be introduced shortly.

✓ Support for “slow learners”.

Extra classes are provided by the faculties if needed, alongside Remedial coaching classes.

✓ Exposures of students to other institution of higher learning/ corporate/business house  
Etc.

Students are encouraged to participate in seminars/conferences/symposia conducted by other colleges.

✓ Publication of student magazines

Departmental wall magazine are arranged by Economics, English, Bengali and History Department, Effort in on to publish annual departmental regularly. Earlier such magazines were published by certain departments.

**5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.**

There is no such provision as of now.

**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.**

The college encourages the students to participate in the extracurricular activities such as sports, games, quiz etc. The faculties also advise the students to take part in extension activities like NSS units. Cultural activities and sports are also conducted for the students every year.

**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, ATE / CAT / GRE / TOFEL / GMAT/Central /State services, Defense, Civil Services, etc.**

The college has introduced coaching for entry to services through an online cloud based platform. Interested students can use this platform to crack the competitive exams.

**5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.) Career counseling and mentoring is provided to students by the Career Guidance cell. The college also has a placement cell that helps students to choose the right career option.**

Data not available.

**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 has a tie up with an external agency for placement support. The portal provided by them is called [campusplacementmanager.com](http://campusplacementmanager.com). In this portal the placement officer can login to check the jobs available and he can also make it available to the students who can login and check the same.

The college has also introduced coaching for entry to services through an online cloud based platform. Interested students can use this platform to crack these competitive exams.

**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 Students' Grievance Redressal Cell. The students can contact this cell for any problems and measures will be taken to solve them.

**5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?**

There is no cell in place as of now. However, the college has plans to setup a cell for this purpose in future.

**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?**

There is no anti-ragging cell at present.

**5.1.13 Enumerate the welfare schemes made available to students by the institution.**

Financial assistance to poor students through half free / full free, Students' Aid Fund and waiving of Tuition fees are provided.

**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 a functioning Alumni Association. Feedback is taken from the Alumni association for the betterment of quality in education.

**5.2 Student Progression**

**5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.**

No record of the student progression was maintained before. Now from 2014 it has introduced a new method where the students' progression data is maintained using online software.

**5.2.2 Provide details of the program wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish program-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.**



Data not available.

### **5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?**

The college provides coaching for Entry-to services using an online cloud based platform where every student can login and appear for practice tests online. Students are personally guided by teacher for admission to P.G. Courses.

### **5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?**

For students who are at the risk of failure and drop out remedial Coaching Classes and counseling are conducted. This has reduced the dropout rate to a great extent.

## **5.3 Student Participation and Activities**

### **5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.**

#### ***Participation List 2013-2014***

- A. Inter College B.U. - Kabadi (Men's) - KSMV - 1st Position,
- B. Inter College B.U. - Khokho Woman - KSMV - 2nd Position ,
- C. East zone Inter University - Table Tennis - Souvik Mondal - 3rd Position

#### ***Participation List 2012-2013***

- A. Inter College B.U. - Cricket ( Men's) - KSMV- 1st Position,
- B. Inter College B.U. - Table Tennis - KSMV - 2nd Position ,

#### ***Participation List 2011-2012***

- A. Inter College B.U. - Kabadi ( Men's) - KSMV - 1st Position,
- B. Inter College B.U. - Khokho ( Men's) - KSMV - 2nd Position ,
- C. All India University Tournament - Khokho - Debashis Das - 1st Position
- D. Inter University B.U. - Khokho - Debashis Das - 1st Position

**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.**

Two NSS Volunteers attend Pre-Republic Day Camp at Bhubaneswar (Orissa) College Volly Ball, Khokho, Kabadi Teams emerged champion at the University level. Some of them represented B.U. in inter University Championship.

**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?**

Feedback is taken from the stakeholders. This feedback is analysed and measures are taken for improvement of the quality of the institutional provisions

**5.3.4 How does the college involve and encourage students to publish materials like Catalogue, wall magazines, college magazine, and other material? List the publications/materials brought out by the students during the previous four academic sessions.**

Some of the departments have wall magazines. The college also has a annually published magazine in which the articles of the students, etc are published. Departmental magazine are also published intermittently.

**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 a functioning Students' Union formed according to University statute. The University notifies the dates for the College Union Election. The Elected Class representatives from every department comprises of the students' union.

**5.3.6 Give details of various academic and administrative bodies that have student representatives on them.**

The college has student representatives in

- ✓ The Governing body.
- ✓ Grievance Redressal Cell.
- ✓ women's cell
- ✓ Admission sub Committee

**5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.**

The institution has a functioning Alumni Association. The college organises periodical meetings with this Association. The College also requests the former faculty members of the institution to attend the functions organised by the college and hence keep in contact with the college.

**5.3.8. Any other relevant information regarding Student Support and Progression which the college would like to include.**

To organise regular "Open Seminar", already held by some departments for having intimate coordination amongst faculty members, guardians and students in regard to academic and all normal progression of students.



## CRITERION VI:

### GOVERNANCE, LEADERSHIP AND ANAGEMENT

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#### 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.?**

The main Mission and vision of our College : To make our students

- ✓ Academically sound
- ✓ Mentally alert
- ✓ Socially conscious
- ✓ Morally upright
- ✓ Environmentally aware
- ✓ 'Man' in the true sense of the term

**6.1.2. What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?**

Governing Body of the College is formed as per the statute of the university to which the college is affiliated to. It comprises nominees selected by Director of Public instruction, The University of Burdwan, College Teachers' Council, Non-teaching Staff Council and Students' Union.

Regular meetings are held and all the important decisions regarding administrative, academic affairs and policy matters are taken by the Governing Body. The Teaching and the non-teaching staff of the college can also give suggestions for the improvement of the quality policy of the college which will be communicated to the G.B. and a decision will be taken likewise.

### **6.1.3. What is the role of the leadership in ensuring?**

**The policy statements and action plans for fulfillment of the stated mission:** The following policies have been implemented in the college.

- ✓ Quality Policy - See Annexure 5
- ✓ Academic policy - See Annexure 5
- ✓ Computer Usage Policy - See Annexure 5
- ✓ Email usage policy - See Annexure 5
- ✓ Harassment Policy - See Annexure 5
- ✓ Inclusiveness Policy - See Annexure 5
- ✓ Green Policy - See Annexure 5

#### **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan:**

The action plans for each of the policies given above are incorporated into the institutional methodic plan. If there any new action plan is conceived, it is conveyed to all the faculties and departments.

#### **Feedback from stakeholders**

Feedback is taken from all the stakeholders and analysed.

#### **Reinforcing the culture of excellence:**

- ✓ The institution is concerned about the excellence of its faculties and the students in
- ✓ Academic excellence
- ✓ Personal excellence
- ✓ Professional excellence

**Champion organizational change:** The IQAC collects feedback from all its stakeholders. This feedback is analysed and changes if any are made. Some examples of changes include:

**Academic changes:**

- ✓ Introduction of online admission system.
- ✓ Introduction of MCQ tests for few subjects

**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 college IQAC and the Principal call for Academic council meeting periodically. In this meeting the policies and the changes required in academic delivery are discussed. The outcome of the meetings is used by the IQAC to recommend necessary changes to be brought about after discussion in the governing body meeting.

**6.1.5. Give details of the academic leadership provided to the faculty by the top management?**

The faculties are expected to follow the academic calendar that is outlined at the starting of the session. However, the faculties are allowed the liberty to take decisions like conducting MCQ class tests, debate and quiz etc. In addition, often, up to a certain level, departments take independent decision to upgrade infrastructure of the departments.

**6.1.6. How does the college groom leadership at various levels?**

Each faculty in the college undergoes training programs, online and offline. At a lower level, such as outreach and extension activities the faculties are provided the facility to lead programs. Feedback is taken and is shared with the faculties after such programs for further improvement.

**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?**

Refer to question 6.1.5. The departments are provided with provision in planning of Curriculum delivery, planning of add-on activities and ICT maintenance or up gradation to a certain level.

**6.1.8. Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management?**

The college promotes a culture of participative management. In the Governing Body there are teaching faculty members, non-teaching staff and elected representative of students. In the Administrative Body the college has the bursar, secretary of Teachers Council and some special invitees who play a vital role in framing the policies for the college.

The HODs are given the freedom of looking after the requirements of the faculties and recommend measures to be taken if any problem arises.

## **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 institution has its stated quality policy. Please refer to annexure 5.

**6.2.2. Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan?**

Yes, perspective plan for development is in place for the development of the college.

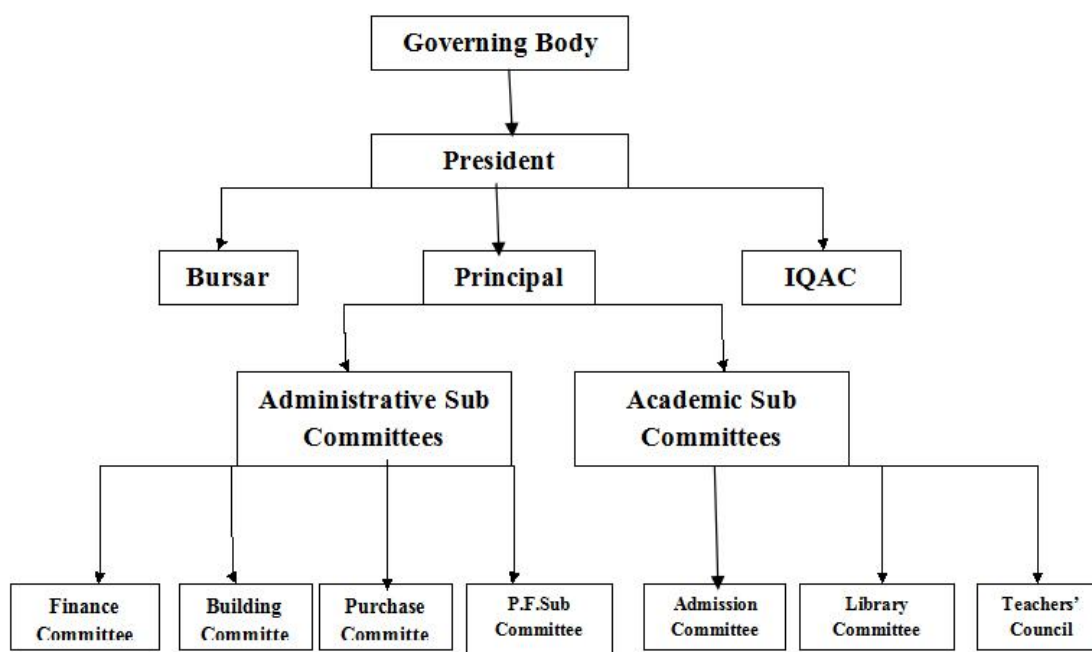
This perspective plan is divided into three sections:

- a) Academic Perspective Plan;
- b) Human Resources Perspective Plan; and
- c) Infrastructural Perspective Plan.

### 6.2.3. Describe the internal organizational structure and decision making processes.

Any plan for the advancement and development of the college is discussed and a decision is taken in the governing body meetings. Teacher council meetings are also held regularly. The suggestions from the teacher council meetings are forwarded to the GB where the final decision is taken.

- ✓ Finance Sub Committee recommends financial prerequisites of the institution.
- ✓ Purchase Sub Committee carry on the responsibility of purchasing materials as per rules laid down by the Government
- ✓ Building Sub Committee supervise the construction and related other works of the college
- ✓ P.F. Sub Committee deals with the matters related to provident fund of college staff.



### 6.2.4. Give a broad description of the quality improvement strategies of the institution for each of the following

- In Teaching & Learning: Orientation programs, refresher courses are organized by the college for its newly recruited faculties. The IQAC also asks these faculties to attend Faculty Development Program so that they are aware of the new quality



improvement strategies that can be used for teaching and learning.

- Research & Development: Not much is being done by the college on research and development as of now. However the college has plans to improve in this area in the near future.
- Community engagement: extension activities are conducted by the NSS and NCC wings of the college.
- Industry Interaction: As of now the college has no industry interaction. However the college has plans to have industry linkages in future.

**6.2.5. How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

The college has begun the work towards improving the effectiveness and the efficiency of the institutional processes. The faculties are asked to involve themselves in institutional process and give suggestions for its improvement. These suggestions are further taken to the GB where the final decision is taken after scrutiny and discussions.

**6.2.6. Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

The college has put in place many committees to implement different methods of the institution. The staff members are asked to take part in the implementation of quality resolutions of the college. All the suggestions given by them are considered and a decision is taken after discussions in the GB meetings.

**6.2.7. 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?**

No, the affiliating university does not provide any provision for granting the status of autonomy to the institution.

**6.2.8. How does the Institution ensure that grievances / complaints are promptly**

**attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?**

The college has complain/grievance boxes kept in the college. The students can drop in their queries or problems in this box. These problems analyse and actions taken accordingly.

**6.2.9. 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?**

Data is not available.

**6.2.10. 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 a provision for analyzing student's feedback on institutional performance. The students' can login with their user-id and give feedback on the faculties. The feedback is given using an online software. This feedback are analysed online and corrective measures are taken accordingly.

### **6.3. Faculty Empowerment Strategies**

**6.3.1. What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?**

The college has introduced a system of 360 degree feedback for all faculties to enhance their professional development in teaching and learning.

**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 career advancement scheme proposed and introduced by the UGC and Higher Education Council, Government of West Bengal is followed by the college.

**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.**

The institution practices the UGC CAS framework for evaluation of its faculties. This framework sees to it that all details are captured and considered for the appraisal. Along with this the institution practices 360 degree feedback system for all faculties.

**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 following have been the outcomes:

- ✓ Many new strategies have been put in place for effective teaching learning.
- ✓ Infrastructural aid provided for effective teaching-learning
- ✓ The stake holders are made aware of these changes by meetings held or by putting up in the notice board.

**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?**

Employees Credit Co-operation society

**6.3.6. What are the measures taken by the Institution for attracting and retaining eminent faculty?**

The college has no room in the process of selecting and retaining faculty. Selection process is controlled by the College Service Commission.

**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?**

In order to look after the effective and efficient use of available financial resources in the college, the institution has appointed a Bursar who allocates funds and also looks after the proper utilization of it.

**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 institution has a team of internal audit personnel. This group conduct the audit and submit the audit report to the college.

Last audit was done and there were no objections for 2012-2013

**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.**

The major sources of institutional receipts are the fee from students and the UGC/State Government grants.

**6.4.4. Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

The institution is situated in a small town in West Bengal. The college tries to reach out to local industries and municipal bodies for securing additional funding.

## **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 (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

The institution has an IQAC cell. This cell is the centre of the overall development of the quality of teaching learning in the college.

The IQAC cell regularly organises ICT workshops for the faculties and also provides training for faculties on the use of ICT for teaching purposes.

**b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?**

The following recommendations of the IQAC are approved by the Governing Body.

**Please refer annexure**

- c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**

Yes. The IQAC has external members on its committee such as people from the Alumni Association and parents of the students. Feedback is taken from these committee members about the present state of quality in teaching and learning and also its improvement.

- d. How do students and alumni contribute to the effective functioning of the IQAC?**

The students and alumni contribute towards the effective functioning of the IQAC by giving feedback and suggestions on the quality in teaching and learning. These suggestions and feedback are considered and action is taken accordingly.

- e. How does the IQAC communicate and engage staff from different constituents of the institution?**

The IQAC asks the staff from different departments to involve themselves in the development of teaching-learning methods. Suggestions are taken from these faculties and implemented accordingly after discussions in the Governing Body.

- 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 operationalization.**

Yes, the institution has an integrated framework for Quality assurance of the academic and administrative activities. Please refer to annexure 5 for quality policy and framework.

- 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 conducts training to its staff for effective implementation of the internal

quality assurance procedures. The faculties are also asked to attend workshops in other colleges. As a result the faculties have better exposure to different teaching/learning methods that can be implemented in the college.

**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?**

'Yes' the institution undertakes Academic Audit and other external review of the academic provisions of the college.

Gender Audit has also been conducted in the college.

**6.5.5. How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

Many of the policies and frameworks are aligned with external policies. For example:

- Green policy is based on ISO14001
- IQAC PDCA cycle for quality implementation is based on ISO27001
- Computer and data security policy is based on COBIT 5 framework
- Gender policy is based on UGC Sakishima framework

**6.5.6. What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

To review the teaching learning process feedback is taken from the students on the faculties. This feedback is analysed and measures are taken to improve the same.

**6.5.7. How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

There is no formal mechanism in place to communicate the policies and outcomes to the stakeholders. But in an informal basis it is communicated to the stake holders via circular notice etc. The other stakeholders like parents and students are informed about this by stating the quality assurance policies in the prospectus. This prospectus is given to the parents and students during the commencement of the academic

session.

**Any other relevant information regarding Governance Leadership and Management which the college would like to include.**

Nil.



## **CRITERIA VII: Innovations and Best Practices**

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### **7.1. Environment Consciousness**

#### **7.1.1. Does the Institute conduct a Green Audit of its campus and facilities?**

Green audit is conducted every year. Please refer to Annexure 10 for Green Policy and Annexure 11 for Audit reports.

#### **7.1.2 What are the initiatives taken by the college to make the campus ecofriendly?**

Please refer to annexure 11 for audit reports and actions taken.

### **7.2. Innovations**

#### **7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.**

Innovation 1:

The college has realized the importance of ICT in teaching-learning and many changes took place.

The faculties and students are not much exposed to ICT and its usage. To overcome these workshops were conducted to help the faculties use ICT for teaching and learning.

As a result of this many faculties have started using ICT as an aid for effective teaching and learning.

### **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.**

**Please refer annexure**



# Evaluative Reports of Departments





## Department of Commerce

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1. Name of the department: COMMERCE
2. Year of Establishment: 1986 GENERAL and 1998 HONOURS
3. Names of Programmes/Courses offered (UG,PG,M.Phil.,Ph.D.,Integrated Masters IntegratedPh.D.,etc.): U G
4. Names of Interdisciplinary courses and the departments/units involved: N.A
5. Annual/semester/choice based credit system (programme wise): ANNUAL / Choice Board
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

	<b>Sanctioned</b>	<b>Fil led</b>
Professors	NIL	NIL
Associate Professors	1	1
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	Years of Experience	No.of Ph.D. Students Guided for the last4years
Dr.Subhajit Gangopadhyay	M.Com, PHD	Associate Professor	Accountancy	27 Yrs	NIL
Subrata Sarkar	M.Com, MLISC, M.Phil	Assist. Prof.	Accountancy	9 1\2 Yrs	NIL
Kalayn Kanti Dutta	M.Com, M.Phil	GOVT. approved parttime teacher	Accountancy	8Yrs	NIL
Sarada Ghosh	M.Phil, M.Com	Guest lecturer	Accountancy	4 Months	Nil
Lokenath Kundu	M.Sc	Guest lecturer	Accountancy	4 Months	Nil
Shibnaryan Bhattacharya	M.Sc.	Guest Lecturer	Accountancy	4 Months	Nil

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 25% Per Week

13. Student-Teacher Ratio (programme wise): 7:1 Honours /15:1 General

14. Number of academic support staff (technical) and administrative staff sanctioned and filled: Not Applicable

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG. 1) PHD - 01 3) M. Phil - 03 3) M.Sc. - 02

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

Number of papers published in peer reviewed journals (national/ International) by faculty and students

**Publication By Subrata Sarkar**

1. Reforms in Indian Direct Taxation: An Analysis, 2011, State Level. City College of Commerce and Business Administration,

2. An analysis of Problems of Coir Industry in W.B. 2012, National, Dishari Prakashani, 978-93-82316-03-9

3. Direct Tax Code: A New Roadmap in Indian Taxation System, 2012, National, Law point Publication, 978-93-80649-20-7

4. International Financial Reporting Standard ( IFRS ), An Overview. 2012, National, Law point Publication, 978-93-82472-68-1

5. Impact of FIIs, DIIs and MFs on Indian Stock Market : A study, 2013, National, Elegant Publisher, 978-93-83360-01-7

6. Coir Industry in India in the Era of Globalisation: An Analysis , 2013, National, Rachayita, 978-93-82549-15-4

7. Coir Industry in India : An Overview, 2013, National, EIRC NEWS The Institute of Cost Accountants of India, ISSN - 2320 - 1584

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
- 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: 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 interdepartmental/ programme: NIL

a) 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: NONE

25. Seminars/Conferences/Workshops organized & the source of funding

a) National

b) International

c) State Level - 01 , Child labour, funded by UGC, 2008

26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G Courses in General	29	29	26	3	
Hons. Courses	13	13	10	3	

\*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

U.G Courses in General and Hons. Courses	100%	Nil	Nil
------------------------------------------	------	-----	-----

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 : Data not available

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
<p style="text-align: center;"><b>Employed</b></p> <ul style="list-style-type: none"> <li>•Campus selection</li> <li>•Other than campus recruitment</li> </ul>	NIL
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

a) Library seminar : Departmental Library

b) Internet facilities for Staff & Students: Yes

c) Class rooms with ICT facility: Available

d) Laboratories N.A.

31. Number of students receiving financial assistance from college, university, Government or other agencies : 07 Students got Aid Fund facilities

32. Details on student enrichment programmes (special lectures/workshops/ Seminar) with external experts: N.A.

33. Teaching methods adopted to improve student learning Audio-Visual teaching method

34. Participation in Institutional Social Responsibility (ISR) and Extension activities N.S.S Programmers regularly held. : Departmental's student participate in NSS Programmes.

35. SWOT analysis of the department and Future plans

## **SWOT Analysis**

### **Strength**

1. Department renders regular and consistent service to the students
2. Department's keenness to hold stronger affinity towards the students
3. Faculty is attached with PhD, minor Research project, seminars & conferences
4. Research work by faculty members leading to award of M. Phil and Ph.D

### **Weakness**

1. Most of the Students are coming from mufassils and not interested studying commerce
2. Students are not regular in attending classes

### **Opportunities**

1. The smallness of the Department in terms of number of students is an opportunity for us since this would allow us to conduct the practice of mentoring 'in the department.
2. Department is getting modern equipment to make teaching tech savvy.

### **Threats**

1. Students losing interest in general undergraduate curriculum
2. Private institutions are gaining popularity who offer curriculum in commerce having more
  - Applied content
  - Industry Placement
  - ITC based learning experience
  - Software Packages

### 36. Future plans:

In view of the above the department decides the following Action Plan:

- Department to strive for training to build professional competencies for facilitating computer-aided teaching.
- Building study materials for students to help them in SSC and other jobs.
- To undertake initiatives for helping students in horizontal and vertical progression.



## Department of Geography

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1. Name of the department: Department of Geography

3. Year of Establishment:

General: 10-6-2005

Hons: 6-7-2007

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., and 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 , choice based credit system

6. Participation of the department in the courses offered by other departments-yes

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	NIL	NIL
Associate Professors	NIL	NIL
Asst. Professors	03	01



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
Sri Prasenjit Pal	MSc, Mphil	Assistant Professor	UG-Cartography PG-Urban Geography	04
Smt Barnali Mukherjee	MA	Approved	PG-Agriculture	07
Smt Dipannita Neogy	MA	Approved PTT	UG-Climatology PG-Urban Geography	07
Sri Aniruddha Chatterjee	MA	Approved PTT	UG-Climatology PG-Geomorphology of Humid Tropics	05
Smt Simanti Mukerjee	MA	Approved PTT	UG- Climatology PG-Advanced Geomorphology	05
Miss Debdatta Saha	M Sc	Guest lecturer	PG-Cartography	01
Miss Prianka Ghosh	MA	Guest lecturer	PG-Advanced Geomorphology	01

11. List of senior visiting faculty: None

12. Percentage of lectures delivered and practical classes handled (programme wise)

by temporary faculty: Total 20 Theory -14, Practical-06

13. Student -Teacher Ratio (programme wise) -Hons-13:1; General 10:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

No staff allotted for the department

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Ph.D Pursuing-01

MPhil-01

PG-05

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:

Sri Aniruddha Chatterjee-

1. Natural Riverine Wetlands of West Bengal: Problems and Management.

2. Water quality and Ecological Character of Some Selected Wetlands: Murshidabad, Nadia and North 24 parganas districts of West Bengal.

3. Characteristics of Natural Riverine Wetlands of sub Himalayan Koch Bihar district of West Bengal.

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.

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 Nil

a) National

b) International

26. Student profile programme/course wise:

Name of the Course/ programme	Applications received	Selected	Enrolled		Pass percentage
BA Hons					
BA General					

\*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	100	Nil	Nil

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	
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: One Departmental Census and Map library
- b) Internet facilities for Staff & Students: Yes
- c) Class rooms with ICT facility: One Smart Classroom
- d) Laboratories: One Cartographic and Surveying lab ; One Geographic information and analysis Lab with Licensed Software

31. Number of students receiving financial assistance from college, university, government or other agencies- Data not available

32.Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: Data not available

33.Teaching methods adopted to improve student learning : Use of Audio-Visual teaching aids like charts, maps, air photo, satellite imagery etc; PPT Presentation; Class with Interactive Whiteboard; Doubt clearing Video/Animation;

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

35.SWOT analysis of the department and Future plans

**Strength**

- 1. Well-equipped laboratory
- 2. Departmental Stock with good number topographical map, Aerial photo and satellite imagery
- 3. Smart Classroom for better teaching

4. Cordial help from the teachers and non-teaching staff to students
5. Maintain healthy work-culture in the department.
6. Every year Field Work Project and educational tour

#### **Weakness**

Lack of Good books for the Students.

#### **Future plans**

1. To enrich the teachers and students with the knowledge in computer applications and RS and GIS software
2. To organise a national level seminar
3. To establish a well-equipped soil analysis lab
4. To enrich the Digital analysis laboratory with latest equipment.
5. To start research projects by the teachers.
6. To organize training programmes and workshops in RS-GIS-GPS technology.



## Department Of Bengali

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1. Name of the department: Bengali
2. Year of Establishment: 1986 (compulsory): 1999 (General),2003 (Honours)
3. Names of Programmes /Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D.,etc.):UG
4. Names of Inter disciplinary courses and the departments/units involved: N.A
5. Annual/semester/choice based credit system (programme wise) Annual/choice based examination:
6. Participation of the department in the courses offered by other departments: No
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: N.A
8. Details of courses / programmes discontinued (if any) with reasons: Nil
9. Number of teaching posts

	Sanctioned	Filled
Professors	-	-
Associate Professors	One	One
Asst. Professors	Two	One

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

Malabika Mondal	M.A, B.Ed, M.Phil	Associate Professor	Natyosahityo	28years+	Nil
Dr. Ashoke Krishna Chatterjee	M.A, B.Ed ,Ph.d	Asst.Professor	Kathashaityo	8years+	Nil
Partha Sharma	M.A	CWTT	Adhunik Kabyo kabita	9years+	Nil
Tupur Bairagi	M.A, B.Ed	PTT	Linguistics	6years+	Nil
Maitreyi Dasgupta	M.A, B.Ed	PTT	Kathashaityo	5years+	Nil
Anish Chatterjee	M.A	Guest	Adhunik Sahityo	3 Years+	Nil

11. List of senior visiting faculty: None

12. Percentage of lectures delivered and practical classes handled (programme wise)

By temporary faculty: 9.1% per week

13. Student-Teacher Ratio (programme wise): 22:1 (hons), 158:1(Gen)

14. Number of academic support staff (technical) and administrative staff sanctioned and filled:  
N.A

15. Qualifications of teaching faculty with DSc /D.Litt /Ph.D / MPhil /PG.

Ph.d: -1

Ph.d (ongoing)-3

M.phil-1

M.phil d (ongoing)-1

M.A-1

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:

**Malabika Mandal:**

**Published Book**

1. Debigarjan, bagnio sahityo sangsad,2008, 2nd Edition 2014, ISBN-978-93-83590-58-2
2. Jyotirindranather Eitihasik natok : itihash o romantikatar prekkhite, Akkhor prakasani, 2011, ISBN-978-81-921018-3-5

**Published Eassy in Edited Book**

1. Biggyanmonoskoto o Rabindranath, see, Onno Rabindranath Nana Rabindra Nath, Barun Kumar Chakroborty, Pustak bipani,2011 ISBN -81-85471-106-1
2. Probader Sandhane: Banga Upanyas, Probad Prosange , Barun Kumar Chakroborty (ed)
3. Biyer Gan, Bangla Loksangeet Kosh, Kakali Dhara Mondal (Ed), Amar Bharati, ISBN-13-978-81-906484-6-2
- 4.Pragaitihashik AnnayaJiboner Sandhyane, Golpocharcha, Dr. Ujjal majumder (ed), Bangiya Sahitya Sansad.

**Ashoke Krishna Chatterjee**

**(i) Published Papers in Journals**

1. Suniler Rabindranath: tomar preme aghat ache naiko obohela, Rabindrovabna, January-march 2013, ISSN - 2277-6354
2. Karkatsahasas:sukhopathyo.Asukh-sahityo! , page--97-101, Pustakmela,Publishers and Booksellers Guild Book fair issue, 2013
- 3.Smritir sunil, Page--126-128, Pustakmela,Publishers and Booksellers Guild Book fair issue, 2013
- 4.Amar boi,amar barohaoya , Page- 19-20 , Pustakmela,Publishers and Booksellers Guild Book Publishers and january-june 2012



5. Ajoyguptergalpo:kono ek bodh kaj kare Page- 70-72 Pustakmela, Publishers and Booksellers Guild -june 2011
- 6.Gayak Rabindranath Page- 20-27 Anandodhoni jagau, Bardhoman sangit samaj,2008
- 7.Bimal karernishad :ekti path-pratikria 20-23 , Pratay, 2007
- 8.Swami Vivekanandor banglavasavabna -57-61 Barnomala, junuary-june2005
9. Bibhutibhushan Mukhopadhyayer chhotogalpo 24-29 Uddalak , july2004-june2005

**B (i) Articles/ Chapters published in Books**

1. Swami Vivekanando o banglavasa , 114-120, Bengai college o praggabikas, ISBN-978-93-830-16-7
2. Lipika Rabindrogalper anno bhuvan , 152-156, Rabindranath thakurer chhotogalper akar prakar o vinnota, September 2012
- 3.Rabindronather Chharar Chhabi, Rabir Aloy, Srivarati I, 2011, 2011
4. Rameshchandra sener galpe bratyojon katha, 2009, Bangla kathasahitye nimnoborger chitro
5. Tumi j surer agun lagie dile ,2004, Rabindronather gan ar ami,Bandhusabha, santiniketan, ISBN--978-81-923765-2
6. Purabi,ke tumi parichho basi, Bandhusabha, santiniketan, ISBN -81-87273-79-0
7. Smritisudhay Anadabazar, Amader santiniketan,Subarnorekha,

**iii) Books published as single author or as editor**

1. Suniler upnyas :akhyane itihis, Reference Books published as single author, Rupasi Bangla, ISBN-978-93-81229-06-4

**Partha Sharma**

**Essay**

- Banalata sen prosonge, Krittibas, 2007
- Sahoj jibaner jalchhap: tarapv rayer kabita,2008
- Nari noy bhalobasar akash dekha kabi,Parichay : 2008
- Prithibi jayer kabi, sanskritir chinta bhabna, 2008
- Sunil Gangopadhyayer nira , Kabipattra, 2009
- Samajbhasar bahuswar : sadhinata parobarti prothom projanmer kabita, Krittibas, 2009
- Siddheswar Sener kabita, Parichay , 2009
- Kabita sunil nira ebong , Kabipattra, 2009

Ponchasher dui Kabi, Parichay , 2012

Bangla kabitar ekla purush,: Sunil Gangopadhyay, Parichay, 2013

Pabitra Maha kabitar Sandhane, Kabipattra, 2014

Sadhinata parabarti bangle kabitay barshabhisar, Nabasaitya kamal, 2014

Samayer swar : sattarer kabita, Naba sahitya kamal, 2014

### **Books**

Samayer Nishsabda padojatra, Kabipattra prakash bhaban

Samsur Rahmaner Kabita path , Bangiya sahitya samsad

Adhunik Kabita prosonge, Rupasi bangla

Kabi Ramanath Bhattacharjya : Jiban o Sahitya, Rupasi Bangla

Pabitra Mukhopadhyayer Kabikriti , Rupasi Bangla

### **Edited Books**

Benami Bandar theke sagar sangame , Bangiya sahitya samsad

Pabitra Mukhopadhyayer Mahakabita, Rupasi Bangla

Guru Bandana Sen :Satam Jibet, Banga bhasa sanskriti prasar samiti

Amader Maa Pisi : Guru Bandana Sen, Rupasi Bangla

Edited Magazine

Magna silpa

Swapna Beej(Jointly)

Kabipattra( Member Editorial Board)

### **Tupur Bairagi**

#### **Essay**

Bangali pathaker bibarton, Nababi, 2010

Sahajpathar prantojon, khoai, 2014

Banglea Chhotogalper nagarikata, Galpomela,2008

## **Maitrayee Dasguptas**

Upnyas silpi Manik Bandopadhyay, Pratay,2008

Premendra Mitrar Chhotogalpe Nimnobargo, Gyanbani, 2010

Itihas o Upanyas : Saradindu Bandopadhyay, Gyanbani, 2011

Sahityor punnobhumite Punyolata Chakroborty, Tarakeswar degree college,2013

a) Publication :

\*Number of papers published in peer reviewed journals (national/

International) by faculty and students:

\* Number of publications list in International Database (For Eg:Web of Science Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host etc.)

Monographs

\* Chapter in Books

Malabika Mandal – 4

Ashoke Krishna Chatterjee – 4 (ISBN), 1 (ISSN)

\* Books Edited

Partha Sharma - 4

\* Books with ISBN/ISSN numbers with details of publishers

Yes, refer to annexure

\* Citation Index

\* SNIP

\* SJR

\* Impact factor

\* h-index

20. Areas of consultancy and income generated: NA

21. Faculty as members in`

- a) National committees    b) International Committee    C )Editorial

Boards

Malabika Mandal

- International society of Bengali studies – Member, executive council
- Folklore congress of India – Vice President
- Bangla loksangeet course – Editorial Board

22. Student projects - Regularly Done

- a) Percentage of students who haved one in-house projects including inter departmental/programme- 50%
- 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

**Malabika Mondal awarded by the university Gold medal as a topper of B.Ed exam ( 2003 )**

**Ashoke Krishna Chatterjee achieved Probodh Chandra Sen smriti Puraskar (1998) as a Topper of graduation.**

24. List of eminent academicians and scientists/ visitors to the department - Nil

25. Seminars/Conferences/Workshops organized & the source of funding

**National Level Seminar - Bangla Kathasahitya Nirmanbarger Chitra, Funded by UGC, Nov 2008**

- b)International- Nil

26. Student profile programme/course wise:

Nameofthe Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG (Hons)	213	61	12	38	
UG (Gen)	997	418	175	185	

\*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 (Gen+Hons)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Some of the students have qualified for the competitive examinations such as NET/SLET, Defences, rail and Bank examinations etc., however data is not available.

## 29. Student progression

Student progression	Against % enrolled
UG to PG	65 (approx)
PG to M.Phil.	
PG to Ph.D.	
Ph.D.to Post-Doctoral	
<b>Employed</b>	Data not available
•Campus selection	
•Other than campus recruitment	
Entrepreneurship/Self-employment	

## 30.Details of Infrastructural facilities

- Library Seminar Library – Yes, since 2005
- Internet facilities for Staff & Students: Yes
- Class rooms with ICT facility available
- Laboratories: N.A

31.Number of students receiving financial assistance from college, university,

- ✓ Government or other agencies
- ✓ 45 students received aid funds
- ✓ 40 students received half freeship
- ✓ 9 students received full freeship
- ✓ 5 students received aid as son of Bididi labourers
- ✓ 89 students got minority grant
- ✓ Some students get Kanyashree scholarships

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts: NA

33. Teaching methods adopted to improve student learning

Audio-visual Teaching Method, Such As Charts And Maps, PPT Presentation, Nss

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

NSS programme regularly held

35. SWOT analysis of the department and Future plans

### **Strength**

- ✓ Close Inter-action With Students, regular observational and monitoring for regular attendance , monitoring and motivating the student regularly , Many other academic activities such as student seminar, debate & quiz, inter-disciplinary lectures , wall magazines, Educational Tour.
- ✓ Rich seminar library is very much useful for the students since 2005.
- ✓ Feedback report is taken from the students.
- ✓ Socio economic survey f the Honours students are regularly done by the department.
- ✓ The department has an Alumni Association since 2006
- ✓ Academic audit regularly done in the month of Dec from 2005

### **Weakness**

Lack of fulltime permanent faculty, insufficient fund for innovating programme.

## **Opportunities**

The departmental teachers are overburdened with academic responsibilities but if more posts are made available the department can offer professional coaching for SSc, Net and hereby can revenue for the college. Organize student seminar, excursion for the benefit of students.

## **Threats**

Average students' tendency to collect readymade notes from coaching center. This is very much alarming and harmful.

Most of Our students come from lower and lower middle class family and first generation learner.

## **Future Plans:**

- ✓ To publish departmental magazine apart from wall magazine.
- ✓ Research project by the teachers.
- ✓ Two MP was already applied for.
- ✓ To organize National/International and career counseling for our students and ex-students.
- ✓ Special educational counseling and career counseling for our students and Ex-students.



## Department Of Economics

1. Name of the department: DEPARTMENT OF ECONOMICS
2. Year of Establishment: 1995
3. Names of Programmes/Courses offered (UG, PG, M.Phil.,Ph.D.,Integrated Masters, Integrated Ph.D, etc.) UNDERGRADUATE
4. Names of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/semester/choice based credit system (programme wise) : ANNUAL/  
CHOICE BASED
6. Participation of the department in the courses offered by other departments: Yes
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	00	00
Associate Professors	01	01
Asst.Professors	01	NIL

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil.etc.,)

Name	Qualification	Designation	Specialization	Years of Experience	No.ofPh.D. Students Guided for the Last 4 years
Kinki Chattopadhyay	M.A (ECO) M.Phil	Associate Professor	Public Economics	33 Years	Nil



Subhamoy Chattopadhyay	M.A (ECO) DITA (Govt. of W.B.)	Govt. Approved Part Time Teacher	Rural Economics	13 Years	Nil
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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): 50: 1 (GENERAL)

14. Number of academic support staff (technical) and administrative staff sanctioned and filled:  
No Staff allowed department wise.

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG. MPhil-01, P.G -02

16. Number of faculty with on going projects from a) National b) International funding agencies  
and grants received: **One on going minor Research Project Under U.G.C / National**

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

**Honour Killing and Others-the daily livelihood of Indian Women.  
Kinki Chattopadhyay 2013, ISBN No. 9789382706441**

b) Number of papers published in peer reviewed journals (national/  
International) by faculty and students: Nil

c) 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
- 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.... 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

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: Nil

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G. Course in Economics (Gen)	100	52	25	27	Not available vet.

\*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

U.G. Course in Economics (General)	100%	NIL	NIL
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28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? NA

29. Student progression

Student progression	Against % enrolled
UG to PG	Data not available
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available
Ph.D.to Post-Doctoral	Data not available
<b>Employed</b> • Campus selection • Other than campus recruitment	Data not available
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities a) Library Central Library

b) Internet facilities for Staff & Students available

c) Class rooms with ICT facility: available

d) Laboratories: Nil

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- data not available

33. Teaching methods adopted to improve student learning: Audio-Visual teaching method

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Different N.S.S Programmes regularly held.

35. SWOT analysis of the department and Future plans

#### Strength

1. Inherent intelligence of the students
2. Current awareness.
3. Competitive attitude.

#### Weaknesses

1. Lack of interest on the part of the faculty in doing research project.

2. Poor attendance of the students.

### **Opportunities**

The department is so small in terms of number of students and teachers; it is an opportunity to come closer to the students as mentors for their future guidance.

### **Threats**

1. Inclination of the mother University syllabi of economics is becoming more mathematical and current affairs oriented which is dissuading mediocre students from taking economics as pass subject. As a result, number of students is drastically falling.

### **36. Future plan**

1. Students shall be made more aware about general knowledge and current affairs so that they can face competitive examinations specially where there is dearth of job opportunities.
2. Department will try to do minor research project under UGC.
3. Technique of teaching shall be made more attractive by using Colourful Charts, Diagrams and Projectors so that students get more interest to attend classes.
4. Publication of a Quarterly Economic Bulletin from January 2007 is Under Contemplation.



## Department of Sanskrit

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1. Name of the department - SANSKRIT
2. Year of Establishment- SANSKRIT (G) – 2006, SANSKRIT (H) - 2009
3. Names of Programmes/Courses offered (UG,PG,M.Phil.,Ph.D.,Integrated Masters, IntegratedPh.D.,etc.) UG
4. Names of Interdisciplinary courses and the departments/units involved – NA
5. Annual/semester/choice based credit system (programme wise) – ANNUAL / Choice Based System
6. Participation of the department in the courses offered by other departments - No
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

	<b>Sanctioned</b>	<b>Filled</b>
Professors	No	No
AssociateProfessors	No	No
Asst.Professors	ONE	VACANT

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 guidedforthe last4years
Srabanti Pal	M.Phil,M.A	Govt. APPROVED PART-TIME- TEACHER	Veda	8 Yrs.	NONE
Tamali Ghosh	M.Phil,M.A	Govt. APPROVED PART-TIME-	Literature	5 Yrs.	NONE
Salma Mandal	M.A	Govt. APPROVED PART-TIME-	Kavya	4 Yrs.	NONE
Md. Israfil	M.Phil,M.A	Govt. APPROVED PART-TIME-	Veda	4 Yrs.	NONE
Subrata Sarkar	M.A.	Guest lecturer	Inscription	3Yrs.	None
Debasri Khanra	M.A.	Guest lecturer	Philosophy	6 Months	None
Sourav sengupta	M.A.	Guest lecturer	Inscription	6 months	None
Tista Biswas	Ph.D(on going), M.A.	Guest lecturer	Nyaya philosophy	6 months	None

11. List of senior visiting faculty - None

12. Percentage of lectures delivered and practical classes handled (programmewise)

by temporary faculty – 45% Per Week

13. Student-Teacher Ratio (programmewis) - 8:1 (Hons.), 61:1 (Gen)

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. 4) P.G., 2) M.Phil, 1) M.Phil (ON GOING), 1) PHD (ON GOING)

a. Srabani Pal- M.phil, P.G.

b. Tamali Ghosh – Ph.D. ( On going), M.phil, P.G.

c. Salma Mandal - P.G.

- d. Md. Israfil - M.phil, P.G.
- e. Subrata Sarkar – P.G.
- f. Debasri Khanra - P.G.
- g. Sourav Sengupta – P.G.
- h. Tista Biswas – Ph. D. ( On going) , P.G.

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: One

- Publication per faculty

Number of papers published in peer reviewed journals (national/  
a.international) by faculty and students- Nil

Number of publications listed in International Database (For Eg: Web of Science,Scopus,Humanities International Complete, Dare Database-InternationalSocialSciences Directory, EBSCOhost,etc.)

- Monographs
- Chapter in Books – 1 ( Tamali Ghosh)
- BooksEdited
- BookswithISBN/ISSNnumbers with details of publishers
- CitationIndex
- SNIP

- SJR
- Impact factor
- h-index

20. Areas of consultancy and income generated -Nil

21. Faculty members in - Nil

a) National committees

b) International Committees

c) Editorial Boards....- NIL

22. Student projects -NIL

a) Percentage of students who have done in-house projects including interdepartmental/programme

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards/Recognitions received by faculty and students -Nil

24. List of eminent academicians and scientists/visitors to the department – 1

25. Seminars/Conferences/Workshops organized & the source of funding

a) National

b) International

26. Student profile programme/coursewise:

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
1 <sup>st</sup> Yr. (HONS.)	56	17	6	11	
1 <sup>st</sup> yr. ( General )	997	166	90	76	



\*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
U.G in SANSKRIT Hons. & Gen.	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? N.A.

29. Student progression

Student progression	Against%enrolled
UG to PG	Data not Available
PG to M.Phil.	Data not Available
PG to Ph.D.	Data not Available
Ph.D. to Post-Doctoral	Data not Available
<b>Employed</b>	Data not Available
•Campus selection	
•Other than campus recruitment	
Entrepreneurship/Self-employment	Data not Available

30. Details of Infrastructural facilities

- a) Library - Central Library
- b) Internet facilities for Staff & Students - Yes
- c) Class rooms with ICT facility – Available
- d) Laboratories- Nil

31. Number of students receiving financial assistance from college, university, Government or other agencies –

Sanskrit Hons. - 03

Sanskrit General - 43

32. Details on student enrichment programmes (special lectures/workshops/  
seminar) with external experts – N.A.

33. Teaching methods adopted to improve student learning

1. Audio-Visual teaching method
2. P.P.T

34. Participation in Institutional Social Responsibility (ISR) and Extension activities - N.S.S  
Programmers regularly held.

35. SWOT analysis of the department

### **Strength**

1. Department takes active care of students and renders proper services to the students.
2. There is a very cordial and warm teacher student relationship.
3. Arrangements are being made to use modern technology.
4. Arrangement is being made to provide seminar library facilitate students.

### **Weakness**

1. While some students are regular, majority students have low attendance rate.
2. Lack of full time teaching staff.
3. No seminar library.
4. No smart class room or facility for interactive class-room facility.

### **Opportunities:**

Opportunity is there to held seminars at regular interval

### **Threats :**

Declining attendance of students

### **36. Future Action Plan :**

1. To give students more exposure to the subject through excursion
1. To have wall magazine
2. To guide aspiring students for higher courses of study.



## Department of History

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1. Name of the department : Dept. of History
2. Year of Establishment : 1995 (general), 2005 (Hons)
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : U.G. Courses in History (Hons. and General)
4. Names of Interdisciplinary courses and the departments/units involved : Nil
5. Annual/ semester/choice based credit system (programme wise) : Annual, Choice based
6. Participation of the department in the courses offered by other departments : Yes
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : No
8. Details of courses/programmes discontinued (if any) with reasons : None as such
9. Number of Teaching posts

	<b>Sanctioned</b>	<b>Filled</b>
Professors	00	00
Associate Professors	1	1
Asst. Professors	1	00

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.Srikumar Deb	M.A.,Ph.D.	Associate Proffesor	Modern History	28 yrs.	Nil
Dr.Moumita Manna	M.A.,B.ED., M.Phil, Ph.D.	Govt. Approved Contractual lecturer	Ancient India	11 yrs.	Nil
Prosenjit Ghosh	M.A., M.Phil.	Govt. Approved Part time teacher	Economic History of India	05 yrs.	Nil
Sulagna Ghosh	M.A., B.ED., (Undergoing M.Phil)	Govt. Approved Part Time teacher	Ancient India	05 yrs.	Nil
Moumita Dey	M.A.	Guest lecturer	Modern India	1yr.	Nil
Sriparna Amin	M.A. (Undergoing M.Phil)	Guest lecturer	Regional India	6 months	Nil

11. List of senior visiting faculty: None

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 20%

13. Student -Teacher Ratio (programme wise) : 1:12 (Hons); 1:168 (General)

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:  
No staff allotted department wise

b) Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG :

a. Dr. Srikumar Deb (P.G., Ph.D)

b. Dr. Moumita Manna (P.G., M.Phil, Ph.D)

c. Prosenjit Ghosh (P.G., M.Phil, Enrolled as Ph.D Students)

d. Sulagna Ghosh (P.G., Undergoing M.Phil course)

e. Moumita Dey [guest lecturer] ( P.G.)

f. Sriparna Amin ( P.G. Undergoing M.Phil course)

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 :

A) Dr. Srikumar Deb –(i) A social history of modern , Delhi, 1975.

‘The Raj and social Reform : A Case Study from Bengal in the 1870s’, Indian historical Research Commission , 52<sup>nd</sup> edition paper no iv, Srinagar, 15-16 oct 1988.

Problems and Policies of Bengal Government 1874 – 1882, Mitram Publication, ISBN-978-93-80036-28-1, Year of publication - 2011

B) Dr. Moumita Manna : (i) “ Chunchuray Olondaj Kuthi Sthapon o Durgo Nirman”.(The Dutch at Chinsurah) Paschimbanga Itihas Samsad, 2009.

Prasenjit Ghosh : (i) “ Chandannagor o Farasi Banijyo Prasange:, Perspective, January 2008, Department of history , University of Calcutta.

(ii) “ Saptodash Satoke Bangalee Mogh Firinghi Jolodossu Prosonge ekti porjalochona” Paschimbanga Itihas Samsad, 2013.

a) Number of papers published in peer reviewed journals (national / International) by faculty and students :

b) 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 : One (Tagore’s Perception of History – Book published by the department of History)

• Books with ISBN/ISSN numbers with details of publishers :

Problems and Policies of Bengal Government 1874 – 1882, Mitram Publication, ISBN-978-93-80036-28-1, Year of publication - 2011

• Citation Index :

• SNIP :

• SJR :

- Impact factor :
- h-index :

20. Areas of consultancy and income generated : N.A.

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 : Around 50%

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 : None

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National

b) International

c) State level seminar funded by U.G.C. (March-2012) on Tagore's Perception of History

26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G. Course in Hons.	64 (H)	61	12	10	
U.G. Course (general)	997 (G)	997	218	170	

\*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

U.G. Course in Hons.	100%	Nil	Nil
U.G. Course in 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.? : N/A

29. Student progression

<b>Student progression</b>	<b>Against % enrolled</b>
UG to PG	Data not Available
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
<b>Employed</b> <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	Data not Available
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities a) Library :

A part from Central Library, Dept. has a Seminar library .

b) Internet facilities for Staff & Students: Yes

c) Class rooms with ICT facility : Department has one Smart classroom.

c) Laboratories : N.A.

31. Number of students receiving financial assistance from college, university, government or other agencies

- (i) Fifty five students received aid from Aid Fund.
- (ii) 42 students received half fee
- (iii) 10 students received full fee
- (iv) five students received aid as son of biri labourer.
- (v) Minority Grant to 93 students.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : N.A.

33. Teaching methods adopted to improve student learning : Audio-visual Teaching Method.



34. Participation in Institutional Social Responsibility (ISR) and Extension activities : N.S.S Programme regularly hold.

35. SWOT analysis of the department

**Strength**

- a. Modern technologies are being utilized alongside a rich library and sound and energetic faculty.
- b. Weakness: Lack of permanent faculty member and dearth of fund to carry out different innovative programmes.
- c. Opportunity: to organize seminars and Excursion regularly.

**Threat**

Declining attendance of students.

**36. Future plan**

- a. To organize excursions at regular intervals
- b. To provide Smart class room facility to all students
- c. To publish departmental magazines
- d. To prepare passed out students for P.G courses and jobs.
- e. Arrangement has to be made for interactive classes.



## Department of Political Science

1. Name of the department : **Political Science**
2. Year of Establishment : **2005**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G. Course (General)**
4. Names of Interdisciplinary courses and the departments/units involved : Nil
5. Annual/ semester/choice based credit system (programme wise): Annual / Choice based
6. Participation of the department in the courses offered by other departments : Yes
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : No
8. Details of courses/programmes discontinued (if any) with reasons : Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01

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
SAHELI NAIK	MA	Asst. Professor	INDIA AND HERNEIGHBOU	2 Months 16 days	N.A.

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) : 1:679
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : N.A.
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 : 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 : 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.) : Nil
  - b) Monographs : Nil
  - c) Chapter in Books : Nil
  - d) Books Edited : Nil
  - e) Books with ISBN/ISSN numbers with details of publishers : Nil
  - f) Citation Index : Nil
  - g) SNIP : Nil
  - h) SJR : Nil
  - i) Impact factor : Nil
  - j) 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 : 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	
U.G. Course	997	312	112	200	
In Pol.Sc. (Gen)					

\*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
U.G. Course in (General) Pol.Sc	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : N.A

Data Not available.

29. Student progression

<b>Student progression</b>	<b>Against % enrolled</b>
UG to PG	Data Not available
PG to M.Phil.	Data Not available
PG to Ph.D.	Data Not available
Ph.D. to Post-Doctoral	Data Not available
<p style="text-align: center;"><b>Employed</b></p> <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	Data Not available
Entrepreneurship/Self-employment	Data Not available

30. Details of Infrastructural facilities a) Library : None

b) Internet facilities for Staff & Students : Yes

c) Class rooms with ICT facility : Nil

d) Laboratories Nil

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 : Nil

33. Teaching methods adopted to improve student learning : Audio-Visual

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Difference N.S.S. Programmes

35. SWOT analysis of the department

**Strength**

1. Regular classes are held.
2. Relation between teacher and the students is cordial.
3. Huge strength of the students shows the demand of the subject.

**Weakness**

1. The department cannot carry on co-curricular activities such as organizing seminars, debate etc. due to lack of sufficient number of full time teacher.
2. There is no seminar library.

3. Student – teacher ratio is too high for intensive attention. Individual attention to all students cannot be given.

### **Opportunities**

Students of political science can sit for various competitive examinations therefore there is a high demand for the subject

### **Threat**

Since there are old and established colleges in the neighborhood offering Political Science courses, the quality of student that the department receives is inferior.

### **36. Future plan**

In view of the above the department decides the following Action Plan:

- Opening of a Honours Course.
- Increase of the number of books in college library.
- To subscribe periodicals relating on the subject.



## Department of English

1. Name of the department: DEPT. OF ENGLISH
2. Year of Establishment: 1986 (ENGLISH COMPULSORY), 1999 (HONOURS), 1999 (GENERAL)
3. Names of Programmes/Courses offered (UG,PG,M.Phil.,Ph.D.,Integrated Masters, Integrated Ph.D.,etc.) U.G. Course in English (Honours and General)
4. Names of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/semester/choice based credit system (programme wise): Annual Choice Based
6. Participation of the department in the courses offered by other departments: Yes
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: No
8. Details of courses/programmes discontinued (if any) with reasons: None as Such
9. Number of Teaching posts

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Asst. Professors	03	VACANT

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
Samrat Banerjee	M.A., M.PHIL.,	GOVT. APPROVED PART TIME TEACHER	African Literature, Postcolonial Theory	04 YRS	NIL

Debmalya Chatterjee	M.A., M.PHIL.,	GOVT. APPROVED PART TIME TEACHER	Literary Theory, Postmodern Gothic, Linguistics	04 YRS	NIL
Sourav Singha	M.A., M.PHIL.,	GOVT. APPROVED PART TIME TEACHER	Caribbean Poetry, Postcolonial Theory And Literatures, Translation	04 YRS	NIL
Rimpi Sarkar	M.A., MPHIL (PURSUING),	GUEST LECTURER	t.s Eliot Gender And Literature Indian Writing In		NIL
Jishnu Ghosh	M.A.	GUEST LECTURER	Indian Writing In English Old English		NIL
Sarban Bandopadhyay	M.A.,	GUEST LECTURER	Pilgrimage In Medieval Literature Death In Western Civilization Science Fiction Queer Studies Children Literature Writing In Practice Feminisms		NIL

11. List of senior visiting faculty: NONE

12. Percentage of lectures delivered and practical classes handled (programme wise)

By temporary faculty: 27.91% classes Per Week

13. Student-Teacher Ratio (programme wise): HONS: 18:1, GEN: 155:1

14. Number of academic support staff (technical) and administrative staff, sanctioned and filled:  
No Staff Alotted Department wise

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG.:

(i) SAMRAT BANERJEE (M.A., M.PHIL)

(ii) DEBMALYA CHATTERJEE (M.A., M.PHIL, PURSUING PH.D)

(iii) SOURAV SINGHA (M.A., M.PHIL)

(iv) RIMPI SARKAR (M.A, PURSUING M.PHIL), Guest Lecturer

(v) SARBAN BANDAPADHYAY (M.A.) Guest Lecturer



(vi) JISHNU GHOSH (M.A.) Guest Lecturer

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

(a) DEBMALYA CHATTERJEE:

(i) “Intertextual Computer Games: The ‘Literariness’ Within”, *Intertextuality: Poetics and Practice*.

ISBN-10 9381037213

ISBN-13- 978-9381037218 .

(ii)“Restoring the Female: A Dialogic Discourse in Prince of Persia”, *International Journal of English Language, Literature & Humanities*.

ISSN: 2321-7065

IMPACT FACTOR: SJIF 2013=2.317

(b) SAMRAT BANERJEE:

“African Literary Artists and Their Applied Art”, *Outside the British Canon: Reading Literatures from Former European Colonies*

ISBN: 978-93-82630-52-4

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**

g. Monographs: **NIL**

h. Chapter in Books

i. Books Edited

j. Books with ISBN/ISSN numbers with details of publishers

k. Citation Index

l. SNIP

m. SJR

n. Impact factor

o. h-index

20. Areas of consultancy and income generated: **N.A.**

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 interdepartmental/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: **NONE**

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	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G. COURSE IN HONOURS	107	58	32	26	
U.G. COURSE IN GENERAL	997	95	73	22	

\*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
U.G. COURSE IN HONOURS	100 %	NIL	NIL
U.G. COURSE IN 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.? N.A.

29. Student progression

Student progression	Against % enrolled
UG to PG	60% approximate
PG to M.Phil.	N.A
PG to Ph.D.	N.A
Ph.D. to Post-Doctoral	N.A
<b>Employed</b> •Campus selection •Other than campus recruitment	NIL
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

a) Library:

**Apart of Central Library, The Dept. has a Seminar or Departmental Library**

b) Internet facilities for Staff & Students: **Yes**

c) Class rooms with ICT facility: **Department has one Smart Classroom**

d) Laboratories: **N.A.**

31. Number of students receiving financial assistance from college, university,

Government or other agencies:

- (i) Fifty five students received aid from Aid Fund.
- (ii) 42 students received half fee
- (iii) 10 students received full fee
- (iv) five students received aid as son of biri labourer.
- (v) Minority Grant to 93 students.

32. Details on student enrichment programmes (special lectures/workshops/ seminar) with external experts: **N.A.**

33. Teaching methods adopted to improve student learning: AUDIO-VISUAL TEACHING METHOD

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:  
N.S.S. programme are regularly held.

35. SWOT analysis of the department:

**Strength**

- d. Modern technologies are being utilized alongside a rich library and sound and energetic faculty .
- e. **Weakness:** Lack of permanent faculty member and death of fund to carry out different innovative programmes. Declining attendance of students.
- f. **Opportunity:** to organize seminars and Excursion regularly.

**36. Future plan**

- a) To organize excursions at regular intervals
- b) To provide Smart class room facility to all students
- c) To published departmental magazines
- d) To prepare passed on students for P.G courses and jobs.
- e) Arrangement has to be made for interactive classes.



## Department of Sociology

1. Name of the department: SOCIOLOGY
2. Year of Establishment: 1995(General)
3. Names of Programmer /Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D, etc.): UG Course in Sociology (General)
4. Names of Interdisciplinary courses and the departments/units involved: N/A
5. Annual/semester/choice based credit system (programme wise): Annual / Choice Based
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: 1

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	Vacant

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil.etc.,) M.Phil

Name	Qualification	Designation	Specialization	No.of Years of Experience	No.of Ph.D. Students Guided for the last 4 years
Soumitra Sarkar	M.A, MPhil,	Govt. Approved Part Time Teacher	Indian Society	5 Years	Nil

11. List of senior visiting faculty: None
  12. Percentage of lectures delivered and practical classes handled (programme wise)  
By temporary faculty: 31% Theory, 15% Practical
  13. Student-Teacher Ratio(programme wise): 646 : 1
  14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:  
Not applicable
  15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG.: one  
a) M.Phil – 1, b) P.G. - 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: Nil
- \* a) Publication per faculty
  - \* 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/ISS 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: N/A

21. Faculty as members in: Nil

a). National committees b). International Committees c). Editorial Boards....

22. Student projects: Nil

a) Percentage of students who had one in-house projects including inter departmental/programme: 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:

a. First Class, University 2<sup>nd</sup> Rank Holder ( B.U), 2008

b. Second Class, University 2<sup>nd</sup> Rank Holder ( B.U), 2006

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	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
BA Hons.	290	31	15	16	
----	120	43	23	20	

\*M=Male \*F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from the other States	% of students from abroad
UG Course 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.? : Data not available

29. Student progression

Student progression	Against % enrolled
UG to PG	Data not available
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available
Ph.D. to Post-Doctoral	Data not available
<b>Employed</b> •Campus selection •Other than campus recruitment	Data not available
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities

a) Library: Nil

b) Internet facilities for Staff & Students: Yes

c) Class rooms with ICT facility: NA d) Laboratories: NA

31. Number of students receiving financial assistance from college, university, Government or other agencies N/A

32. Details on student enrichment programmes (special lectures/workshops/Seminar) with external experts: NA

33. Teaching methods adopted to improve student learning: Audio-visual teaching method

34. Participation in Institutional Social Responsibility (ISR) and Extensional activities: N.S.S.

35. SWOT analysis of the department and Future plans:



**Strength:**

Students are very co-operative. All faculties always try to improve the qualities of teaching methods

**Weakness:**

- 1). Lack of permanent faculty members.
- 2). Lack of different types of smart educational facilities.
- 3). Lack of smart class room.

**Opportunities****36. Future Plans:**

- 1).To provide smart classroom facilities for all students.
- 2). Wants to bring UGC sponsored projects.
  - 3).To introduce UG Sociology Honours course.
- 4).To organized departmental seminars in this college.
- 5). To provide ebook facilities to all students of this college.



## Post accreditation summary

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- **Encouragement for more participation, paper presentation at national/international seminars/workshops/conferences and publications. Encourage research provide seed money, offer consultancy, establish teaching awards in short, further strengthen research culture.**

The IQAC encourages the faculties to take up research activities and paper publications. There is one minor research project approved in the college. Please refer to the SSR for details.

- **Encouragement for more use of technology in teaching-learning evaluation.**

Yes, the college has subscribed to various online teaching learning software modules. Teachers are taking classes using power point and other ICT aids. Online examination is being conducted for bridge course and formative assessment linked to modules.

- **Introduction of Honours course in all existing course in Arts faculty.**

Sanskrit and Geography honours course has been introduced.

Science program may be started

There is not much requirement for science programme as surrounding colleges offer that facility

Introduce self-financing and vocational course

Travel tourism course has been started. Few more courses are about to be started

- **Raise funds for more financial students to poor and needy students.**

Yes, a number of measures such as half free, full free, students aid fund are provided to the students.

- **Add more titles to the library and augment infrastructure and learning resources by making more number of computers available to staff and students of various departments expedite computerization of office and library, provide internet facility, establish book bank, inter-library borrowing and become members of INFLIBNET etc.**

Yes, substantial number of titles has been added to the library. The library is fully computerized and SOUL software has been introduced in the library. Issue and return of the books using software has implemented from 2014. Internet facility is provided in the library; Wi-Fi zone has been created in the library and has been made available to faculties and students. The college is actively considering subscription to INFLIBNET and other journals.

Introduction of job oriented courses like insurance, travel and tourism, fashion designing, videography etc.

Yes travel and tourism course has been introduced and a number of job oriented courses are in the process of being introduced.

Introduction of B.Com – computer application and bridge course in English

Yes bridge course in English has been introduced.

- **Encourage more participation in sports at University, National level.**

Yes the college students actively participate in sports. As a matter of fact a number of medals has been awarded to the students at the university level.

- **Introduction of computer related course.**

Yes, computer related course has been introduced in collaboration with Webel.

Strengthen NSS and support services and strengthen grievance redressal cell.

Yes the college has two functional NSS unit. Grievance redressal cell of the college is also active. The grievance redressal cell has addressed a number of grievances in the

recent past and resolved it to the satisfaction of students.

- **Introduce NCC activities.**

Hooghly district NCC quota is filled up, so the permission to start NCC unit is not granted.

- **Establish a formal placement and guidance cell.**

A formal career guidance cell and placement cell has been introduced. The college has subscribed to an online portal called [campusplacementmanager.com](http://campusplacementmanager.com) to provide placement assistance to students.

- **Computerization of office and library.**

Yes, the library and the office is fully computerized.

- **Establish alumni association and redressal cell.**

Alumni association and redressal cell has been established.

- **More systematic and formal interaction with outside academic community, academic peers, employers etc.**

Due to limited resources, the college could not implement the suggestion in spite of best intention.

- **Strengthen formal mechanism to get feedback from all stakeholders and collaborators**

The college takes 360 degree feedback using online software. The links are made available in the college website. The analysis reports are automatically generated real time.

- **More professional development programmes .**

Due to limited resources the college could not implement the suggestion in spite of best intention.